



# Personnel Committee Meeting

## Minutes

Tuesday, November 4, 2014

3:30pm-4:30pm Location: U-SU Board Room #303 AB

Attendees: Personnel Committee & General Public

**I. Organizational Items:**

**a. Call to Order**

The meeting was called to order at 3:33 PM

**b. Roll Call**

Shane Vera	President	<input checked="" type="checkbox"/> Present
Dean Truong	Vice President for Administration	<input checked="" type="checkbox"/> Present
Nicholas Carrillo	Vice President for Academic Governance	<input checked="" type="checkbox"/> Present
Carina Kan	Vice President for Finance	<input checked="" type="checkbox"/> Present
Ruth Ramos	Secretary/ Treasurer	<input checked="" type="checkbox"/> Un Excused Absent
Paolo Galicia	College of Engineering, Computer Science and Technology	<input checked="" type="checkbox"/> Present
Emmanuel Solis	Arts and Letters Representative	<input checked="" type="checkbox"/> Excused Absent
Samuel Han	Chief Justice	<input checked="" type="checkbox"/> Present
Intef W. Weser	Executive Director	<input checked="" type="checkbox"/> Present
Letycia Gomez	University President's Designee	<input checked="" type="checkbox"/> Present
Guests of the Gallery		

**c. Adoption of Agenda (action):**

<b>Offered By:</b> Carina Kan	<b>Seconded by:</b> Dean Truong			
Motion to approve the adoption of Agenda for Tuesday, November 4, 2014. Strikeout Va. Vb. Strikeout IV a. b.				
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>Abstained</b>	<b>Motion:</b> passed

**d. Approval of Minutes (action):**

<b>Offered By:</b> Dean Truong	<b>Seconded by:</b> Paolo Galicia			
Motion to approve the minutes for October 28, 2014.				
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>Abstained</b>	<b>Motion:</b> passed

**II. Public Forum/Announcement:**

This time is allotted for members of the public or representatives to make announcements to the Personnel committee members.

**III. Action**

- a) A.S.I. staffing Needs- the committee will review and take action on creating a Job Description for a fulltime A.S.I. Graphic and Web Coordinator position salary range.

☛ "Changes as outlined on form"

<b>Offered By:</b> Carina Kan	<b>Seconded by:</b> Dean Truong				
Motion to approve creating an A.S.I. Graphic Designer & Marketing Coordinator					
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>Motion:</b> passed

**IV. Adjournment**

<b>Offered By:</b> Dean Truong	<b>Seconded by:</b> Paolo Galicia			
Motion to adjourn the meeting at 4:53 pm.				
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>Abstained</b>	<b>Motion: passed</b>

Associated Students, Inc.  
 Personnel Committee Meeting  
**Summary of Actions Taken**  
**Tuesday, November 4, 2014**

**I. Organizational Items**

**C. Adoption of Agenda (action):**

<b>Offered By:</b> Carina Kan	<b>Seconded by:</b> Dean Truong			
Motion to approve the adoption of Agenda for Tuesday, November 4, 2014. Strikeout Va. Vb. Strikeout IV a. b.				
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>Abstained</b>	<b>Motion: passed</b>

**D. Approval of Minutes (action):**

<b>Offered By:</b> Dean Truong	<b>Seconded by:</b> Paolo Galicia			
Motion to approve the minutes for October 28, 2014.				
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>Abstained</b>	<b>Motion: passed</b>

**III. Action**

<b>Offered By:</b> Carina Kan	<b>Seconded by:</b> Dean Truong				
Motion to approve creating an A.S.I. Graphic Designer & Marketing Coordinator					
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>Motion: passed</b>

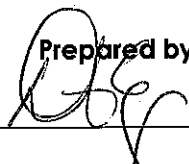
**E. Adjournment**

<b>Offered By:</b> Dean Truong	<b>Seconded by:</b> Paolo Galicia			
Motion to adjourn the meeting at 4:53 pm.				
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>Abstained</b>	<b>Motion: passed</b>

**CERTIFICATION**

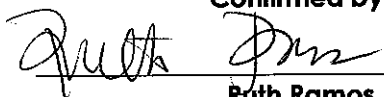
Official Minutes taken for the **PERSONNEL COMMITTEE MEETING** of the Associated Students, Inc., CSULA held on Tuesday, November 4, 2014 in the U-SU 303AB. Approved by the A.S.I. Personnel Committee on Tuesday, January 13, 2015.

Prepared by:



**Dena Florez, Office Manager of Administration and Services**  
**Recording Secretary**

Confirmed by:



**Ruth Ramos**  
**Secretary/Treasurer**