



Personnel Committee Meeting Minutes

Day/Date: Thursday 03/10/22

Time: 12:15 – 1:00 PM

Location: USU

Attendees: Personnel Committee, General Public

Type of Meeting: General

I. Organizational Items:

a. Call to Order at 12:15 PM by Sasha Prakir, Vice President for Administration

b. Roll Call

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|-----------------------|--|-----------------|
| Sasha Prakir | VP for Administration | Present |
| Josue Montenegro | VP for Finance | Excused Tardy |
| Anna Nguyen | President | Present |
| Analiz Marmolejo | VP for External Affairs and Advancement | Present |
| Anson Noland | VP for Academic Governance | Present |
| Brian Nguyen | Sec-Treasurer | Present |
| Barnaby Peake | Executive Director | Present |
| Dena Florez | Associate Executive Director | Excused Absence |
| Aaron Burgess | Univ. President's Designee | Present |
| Akalpit Adwait Shukla | College of Natural and Social Sciences Representative Rep. | Present |
| Amanda Maldonado | Administrative Coordinator | Present |

c. Adoption of Agenda for March 10th, 2022:

| | | | |
|----------------------|-------------------------|---------------------|-----------------------|
| Offered By: | Analiz Marmolejo | Seconded by: | Anson Noland |
| No discussion | | | |
| All in favor: | All | Opposed: | Abstained: |
| | | | Motion: Passed |

II. Public Forum

- a. This time is allotted to members of the public to address the board regarding items not included on the meeting agenda. Speaker cards are available for those wanting to speak on agenda items as listed below. Those comments will be heard as the item is introduced.

III. Informational Items

- a. N/A

IV. Discussion Items

- a. N/A

V. Action Item – Closed Session

- a. Equity Alignment for the Director of Graphics and Marketing Position

Barnaby: I've included this into the adjustment for you to review and notice the difference to similar roles that can be found in the USU. The current role you're looking at is filled but this job description entails just how much it expands; includes graphics design, supervision, management, production, web development.

Barnaby: The salary comparisons between the private and university support. The AOA information provides salary for similar positions, and all indicates that the salaries are in line with the compensation. We have unique staff, and we hire individuals that can handle multiple tasks and have different knowledge of tasks, it keeps lean management and fits our organization. In my mind we need to adjust the salary range first.

Aaron: I get the part of saying adjustment to match USU but there could be questions in terms of organization size and compatibility. I would recommend we go to the second session to make a motion.

Barnaby: What we are doing is adjusting a description, salary range, and an individuals pay. I would like to have a full conversation here or closed session.

Dena: If this group approves the salary range, then whatever it falls under, our budget can cover this position into the 2022-2023 year. If this group approves the salary range, would the approvals be separate.

Aaron: So yeah, one does not automatically constitute the other, all these things must be brought up to conversation. There are many moving pieces, I would've liked to see the leadership description in this job description. All I saw was graphics and marketing, it didn't go into details of the leadership responsibilities for the organization. Those are some of the things I would like to discuss in the job description.

Motion to move to closed session

| | | | |
|----------------------|--------------------|-----------------------|---------------------|
| Offered By: | Anna Nguyen | Seconded by: | Anson Noland |
| No discussion | | | |
| All in favor: | All | Opposed: | |
| | | Abstained: | |
| | | Motion: Passed | |

b. Closed Session: Personnel Salary Adjustment

Barnaby: Sasha can you state a general approval or denial of both motion?

Sasha: Yes, both Motions were approved by a 3 – 0 vote. Does that work?

Barnaby: Yes.

VI. Reports**a. N/A****VII. Adjournment**

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|---------------|------------------|--------------|-------------|------------|--|----------------|
| Offered By: | Analiz Marmolejo | Seconded by: | Anna Nguyen | | | |
| No discussion | | | | | | |
| All in favor: | All | Opposed: | | Abstained: | | Motion: Passed |

CERTIFICATION

Official Minutes taken for the **Personnel Committee** of the Associated Students, Inc. Cal State LA held on Thursday, March 10th, 2022 in USU-Alhambra Room 305. Consensus by the ASI Personnel Committee on Tuesday, July 12th, 2022.

Prepared by:

DocuSigned by:

Angel Martinez-Reyes

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Angel Martinez-Reyes, Recording Secretary

DocuSigned by:

Emily Chen

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Emily Chen, Secretary/Treasurer