



Personnel Committee Meeting

Minutes

Date: Tuesday, February 10, 2026
 Location: Alhambra Room - USU Room 305
 Type of Meeting: General

Time: 3:00-4:15 pm
 Attendees: Membership, General Public

I. Organizational Items:

A. Land Acknowledgment: With Great respect, Cal State LA acknowledges the Tongva people as the traditional caretaker of Tovaangar (TOE-van-gar) - the Tongva world, including the Los Angeles Basin, South Channel Islands, San Gabriel and Pomona Valleys, and portions of Orange, San Bernardino, and Riverside Counties. Cal State LA is located within these lands. As an institution located on unceded Tongva land, we pay our respects to the ancestors, elders, and our relatives/relations, past, present, and Emerging. Consistent with our values of community and diversity, we have a responsibility to acknowledge and make visible the university's relationship to Native peoples. By offering this land Acknowledgment, we affirm Indigenous sovereignty and will work to hold Cal State LA more accountable to the needs of American Indian Peoples.

B. Call to order by: Arwa Hammad, ASI President @ 3:03 pm

C. Roll Call

	Chief of Staff	
Arwa Hammad	President	Present
Ashley Bellorin	Vice President for Community Engagement	Present
Erick Anzu	Vice President for Finance	Present
Gennesis Nuyens	Vice President for External Affairs	Present
Jeffry Umaña Muñoz	Vice President for University Affairs	Present
	Board Member Rep.	
	Board Member Rep.	
Blanca Martinez-Navarro	AVP for Student Affairs & Enrollment Management and Dean of Students	Excused Absence
Barnaby Peake	ASI Executive Director	Excused Absence
Dena Florez	Associate Executive Director	Present
Amanda Maldonado	ASI Administrative coordinator	Present
Guests of the Gallery		

D. Adoption of the Agenda

Offered By:	Jeffry Umaña Muñoz	Seconded by:	Ashley Bellorin
Motion to approve the agenda for Tuesday, February 10, 2026			
Consensus Reached			
All in Favor	All	Opposed	0
Abstained	0	Motion: Passed	

E. Certification of the Minutes

Offered By:	Jeffry Umaña Muñoz	Seconded by:	Ashley Bellorin
Motion to certify the minutes for Tuesday, September 9, 2025			
Consensus Reached			
All in Favor	All	Opposed	0
Abstained	0	Motion: Passed	

II. Public Comment: We will now move on to Public Comment. This time is allotted for the public to bring up comments or concerns of interest to the committee. Please be advised that due to a set agenda, the board will not address the items brought up at this time but will note them down for the Executive Committee's review and action. If members of the public would like to be followed up with directly, please provide your contact information through the QR code on the door or through the form

provided on the ASI website meeting agenda. We will now call on members of the public in order of registration before moving on to the public.

III. Informational Items

A. Staffing updates for spring

Dena: Mentioned since the last Personnel meeting, we have hired Lauren and Maria for the front desk. Maria is working 10 hours per week to acclimate her since she's a freshmen and her first time working. Alexis graduated in the fall and per our policy, student assistants can work one term after therefore; this would be her final semester with ASI.

IV. Discussion Items

A. Executive Director evaluation process

Arwa: Went over the evaluation process for the Executive Director. It is the purview of the ASI President and Dean of Students, Blanca Martinez-Navarro to complete the evaluation annually. Barnaby will present his self-evaluation at the next Personnel committee on March 10th. The committee will be able to ask him questions about his self-evaluation and once it is submitted Blanca and her will begin the process. How it has been done is the past a survey was sent out from the ASI President and Blanca to those who work closely with him like the staff, student leaders, and could include people outside of ASI, like the U-SU team. After, there will be time for verbal feedback and discussion regarding the feedback in relation to performance evaluation. The final evaluation must be completed by the last day of our term on May 31st.

Continued, she hopes to keep this process as collaborative as it can with the board and keeping everyone updated on the process. For the peer review, it does not need to be done through a survey, it can be done through another process like a forum/meeting.

Dena: Shared she (Arwa) can have a discussion however she choose to do it whether it is a one-on-one conversation or a survey, but all the information gathered is presented and worked into the evaluation. She just wants to ensure Barnaby has the best opportunity possible.

Arwa: Mentioned she doesn't know yet if she will ask the whole board because she knows not every representative works with Barnaby but doesn't want to assume any relationships.

Jeffry: Shared she (Arwa) could offer it to all the board if they would like add comments. Also, knowledges that Barnaby doesn't have a direct working relationship with every board member like he does with us Execs, but he does have a working relationship with every committee. It could be taken as a committee endeavor, for example, how has Barnaby supported the committee?

Dena: Shared that is why she (Arwa) is the facilitator because let's say someone who doesn't interact with Barnaby that much and their evaluation of him is not so positive then she has the facilitator would need to weigh out their comments.

Amanda: Shared to also include student staff in the evaluation feedback process because they also interact with him.

B. Personnel Handbook development and consolidation of policies

i. [ASI Personnel Policies Webpage](#)

Dena: Shared like how we developed a student assistant and student leader handbook. We are also going to develop an employee handbook to compile policy 101 to 122; this has been one of our projects since the CO audit. One of the findings in the audit was to update our policies. We are working with the Compliance HR employee handbook template; Compliance HR is a group of lawyers who prepared this universal handbook that covers everything and is in compliance with California Law. Areas where ASI already has a procedure will be incorporated into this handbook. Once we have it done, our attorney will review to ensure everything is included.

Jeffry: Shared that we've talked about the budget and how we've limited the staff and their professional development opportunities and wonders if we are out of compliance with our own policies by decreasing the availability of benefits and additional support to our professional staff.

Dena: Answered, company's most valuable assets are employees, and professional development is a big aspect of it. For her she recognizes our budget constraints, and we are here to serve students. This was the first year of not having professional development.

Jeffry: Mentioned the professional staff shouldn't be placed in the position where you have to give up professional development because this is your career. As we talk about the fee increase, this needs to be

something in the center because we want to remain as a competitive employer. It is always the student facing roles that end up getting the least amount of support and career advancement. As a team, we want to support our full-time employees. It is not appropriate for us to be an employer and not provide the full scope of benefits that we should be providing employees.

V. Action Items

VI. Reports

A. Voting Membership

Arwa: Shared she had a meeting with President Eanes, and she showed her the timeline draft for the fee increase and she expressed concerned about the tight timeline.

Jeffry: Mentioned it is interesting that she thought it was a rush timeline because the professional staff is helping us and it has been planned out. Hopes it is not coming from a place where they want to prioritize raising other campus fees before ours. Out of all of the campus fees, the ASI & USU is the fees most students would be in favor of raising because it is the most direct visible and impact on their day-to-day experience on campus.

B. Advisors

VII. Adjournment

Offered By:	Jeffry Umaña Muñoz	Seconded by:	Erick Anzu			
Motion to adjourn the meeting @ 3:43 pm Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the ASI Personnel Committee Meeting of the Associated Students, Inc., Cal State Los Angeles held on Tuesday, February 10, 2026 at Alhambra Room - USU Room 305, and were approved by consensus by the ASI Personnel Committee on Tuesday, March 10, 2026.

Prepared by:

Amanda Maldonado - Recording Secretary

Chief of Staff