Personnel Committee Meeting
Minutes

DRAFT

Date: Tuesday, March 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 @ 3:05 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	Excused Absence
Gennesis Nuyens	Vice President for External Affairs	Excused Tardy @ 3:25 pm
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 Tardy @ 3:12 pm
Barnaby Peake	ASI Executive Director	Present
Dena Florez	Associate Executive Director	Present
Amanda Maldonado	ASI Administrative coordinator	Excused Absence
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, March 10, 2026 Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

E. Certification of the Minutes

Offered By:	Ashley Bellorin		Seconded by:	Jeffry Umaña Muñoz		
Motion to certify the minutes for Tuesday, February 10, 2026 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

IV. Action Items

A. ASI Employee Salary Schedule for 2026-27 Budget (CLOSED SESSION)

Offered By:	Jeffry Umaña Muñoz		Seconded by:	Ashley Bellorin		
Motion to enter closed session Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

During closed session, the committee approved the ASI Employee Salary Schedule for the 2026-27 Budget

V. Discussion Items

A. Executive Director self-evaluation

i. **ASI Executive Director position description**

ii. **ED Evaluation timeline**

Barnaby: He gave everyone a copy of his self-evaluation and the structure of the self-evaluation aligns with the ASI ED position description.

Arwa: Went through the rubric she made, and it will be sent out to everyone for their feedback. She wants to have 2 types of surveys – 1 for internal and 1 for external campus partners.

The committee discussed the type of questions that should be on the survey for external campus partners (instead of did they achieve X, Y, and Z. Ask how would you want to see (blank)?

Arwa: Shared the survey results will be reviewed by her and Blanca and they will compile the formal evaluation. Also want to give individuals the opportunity to schedule a meeting with her and Blanca if they want to share more information that couldn't be conveyed in the survey.

B. Personnel Handbook development and consolidation of policies

i. **ASI Personnel Policies Webpage**

Barnaby: Shared we are trying to consolidate our current policies and merge them with the template. The template comes from a law firm that provides these employee handbook templates. The template is as current as of January with updated state and federal laws. We are also having longer conversations on our policy for sick leave/vacation time. Once we have consolidated, we will pass the employee handbook over to our attorney for a full review.

Dena: Shared once the employee handbook is approved by the Board, we will retire all the current Personnel policies since they will be consolidated within the handbook.

VI. Reports

A. Voting Membership

B. Advisors

VII. Adjournment

Offered By:	Jeffry Umaña Muñoz		Seconded by:	Gennesis Nuyens		
Motion to adjourn the meeting @ 4:13 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, March 10, 2026 at Alhambra Room - USU Room 305, and were approved by consensus by the ASI Personnel Committee on Tuesday, September 15, 2026.

Prepared by:

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Amanda Maldonado - Recording Secretary

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Sophia Gamino – Executive Vice President