

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL COMMITTEE  
MINUTES  
MARCH 28, 2019**

**I. Call to Order**

The meeting was called to order by Chair, Amber Perkins at 2:33 pm.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Guests</b>
Amber Perkins, Chair	Christopher Hernandez	
Michael Odinlo, Co-Chair	Phlycia Johnson	
Kristen Pichler, Exec. Sec'y		
Ruby Aaver		
Noor Chaudhry		
Melanie Rosales		

**III. Approval of Agenda**

M/S/P: (R. Aaver/M. Rosales) to approve the meeting agenda of March 28, 2019.  
*Unanimously approved 4-0-0.*

**IV. Approval of Minutes**

M/S/P: (M. Odinlo/N. Chaudhry) to approve the February 28, 2019 meeting minutes.  
R. Aaver said under "Roll Call" her name is listed as being both present and absent.  
The Minutes should be amended to read that R. Aaver was absent.  
*Unanimously approved 4-0-0.*

**V. Chair's Report**

Chair Perkins welcomed the committee to the February meeting. She said that the committee is on track for 100% goal completion by semester's end. The committee has two goals that that will be presented for vote at the April meeting, and one goals that will be presented for vote at the May meeting, after which the committee will disband for the year.

**VI. Action Items**

**A. Committee Member of the Year**

Chair Perkins explained that each of the Board of Directors standing committees is charged with selecting a member of the year. Committee members nominate deserving members from their committee, and then vote on their member-of-choice. The name of the member who receives the most votes is then forwarded to the Board of Directors for consideration. The Board of Directors is then charged with selecting one member from all of the standing committees for Committee Member of the Year. The winner is then announced at the USU's Year End Celebration, scheduled for Friday, May 3<sup>rd</sup>. Chair Perkins shared criteria for nomination which should include: attendance, entertained nominations. M. Rosales nominated M.

Odinlo. M. Odinlo, and M. Odinlo nominated M. Rosales. Each shared the reasons for the nomination. R. Aaver nominated C. Hernandez and shared the reasons why she thought he should be considered. In consideration of C. Hernandez and P. Johnson's absence, this action item was tabled. A. Perkins will send an email to all members with the names of those nominated and their qualifications. Members will then vote privately by email. Amber will communicate the name of the winner to all.

## **VII. Discussion Items**

### **A. Policy Review and Possible Update -Temporary Employment**

Chair Perkins said that policy updates are being recommended. She explained updates and then asked committee members to take turns reading updated Temporary Employment policy. Paragraph 3 of the updated draft states that an individual may be appointed to temporary employment for a maximum 180 days, and then reappointed for another 180 days. If recruitment is in progress for an open position at the end of the second 180 day period, the appointment can be extended until the position is filled. At the end of 90 days however, a temporary employment appointee is eligible for all employment benefits an individual in a Regular employment position would be entitled to. Discussion ensued including questions about the 90 day extension as opposed to no extension, or a 45 or 60 day extension. Executive Secretary Pichler explained the reasons why temporary appointments occur, and the recruitment process, which can sometimes be very time-consuming. She explained that at present, temporary employees who work 30 hours per week or more receive paid medical benefits, paid sick leave, paid vacation and paid university holidays. The committee will vote on this agenda item in April.

### **B. Policy Review and Possible Update – Temporary Increases for Regular Employees**

Co-Chair Odinlo read the current policy for Regular employee temporary increases. He said that Pichler is recommending that the cap be raised to 15% or 20% in the event of an unusual circumstance where particularly an exempt staff member might have to take on responsibilities of a greater breadth and scope than their normal job function for an extended period. Executive Secretary Pichler said that this might be a political issue with the Board because the campus only gives 5%, and she shared information about what other auxiliaries are doing. The committee was in support of capping a temporary increase at 20%, but asked that additional qualifying language be added to the policy. The committee will vote on this item at the next meeting.

## **VIII. Announcements**

R. Aaver announced that Afrochello will be held on March 30<sup>th</sup> in the Northridge Center. Tickets are \$15. K. Pichler showed the committee a picture of her new granddaughter, Ava. K. Pichler asked if anyone who is still enrolled in the fall would like to serve on the committee next year. N. Chaudhry and R. Aaver indicated that they would be enrolled and would like to serve.

## **IX. Adjournment**

The meeting was adjourned at 3:29 P.M.