

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL COMMITTEE  
MINUTES  
OCTOBER 17, 2019**

**I. Call to Order**

The meeting was called to order by Chair, Catleya Maralit at 2:13 P.M.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Guests</b>
Catleya Maralit, Chair		
Arrah Enaw, Co-Chair		
Kristen Pichler, Exec. Sec'y		
Ruby Aaver		
Whitney Chabela		
Christopher Hernandez		
Dulce Hernandez		
Michael Falodun		
Celeste Garcia		
Rona Kohanteb		

**III. Approval of Agenda**

M/S/P: (R. Aaver/C. Hernandez) to approve the meeting agenda of October 17, 2019.  
*Unanimously approved 8-0-0.*

**IV. Approval of Minutes**

M/S/P: (C. Hernandez/C. Garcia) to approve the meeting minutes of May 9, 2019.  
*Unanimously approved 8-0-0.*

**V. Chair's Report**

Chair Maralit welcomed committee members to the first committee of the year and invited committee members to help themselves to food from Stonefire Grill. She then asked committee members to introduce themselves including their name, gender pronouns, major, and what they hope to get out of serving as a member of the Personnel Committee this year.

Chair Maralit then introduced Co-Chair Enaw who introduced an ice breaker in which committee members were asked to state their first name, share the name of an animal whose name starts with the first letter of their first name, and then mimic the sound that animal makes. Each successive committee member was then asked to state the first name of all of preceding committee members, as well as their animal and their animal's sound, as well as share their own name, animal and animal sound. The game was helpful in encouraging committee members to remember each other's names.

Chair Maralit then informed the committee that the USU is a non-profit corporation, the (new) heart of the campus, and where students belong. She additionally said that the role of the committee is to develop human resources policy and recommend it to the Board of Directors for

approval, and that as demonstrated the committee uses Robert's Rules of Order to conduct its business.

**VI. Action Items**

**A. Fall Meeting Schedule**

M/S/P: (D. Hernandez/R. Kohanteb) to approve the fall 2019 meeting schedule.  
*Unanimously approved 8-0-0.*

**B. 2019-20 Committee Goals**

M/S/P: (C. Garcia/M. Falodun) to approve the 2019-20 committee goals.  
*Unanimously approved 8-0-0.*

**VII. Discussion Items**

**A. Year-End Goal Review**

Chair Maralit and Co-Chair Enaw facilitated a committee overview and orientation. They reviewed the USU's organizational structure, key HR terms, primary HR responsibilities, and the role of the committee's as compared to the role of staff, management and the Board of Directors. The overview and orientation posed several questions to committee members, and also reviewed parliamentary process. Committee members asked a few general questions, and where appropriate, Executive Secretary Pichler also provided supplemental information

**VIII. Announcements**

Chair Maralit announced that interviews are currently being conducted for the Pride Center Supervisor position opening, and asked committee members to see her if they were interested in participating as an interviewer on the committee.

**IX. Adjournment**

The meeting was adjourned at 3:30 P.M.

Respectfully submitted,

Kristen Pichler  
Executive Secretary