

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL COMMITTEE
MINUTES
November 3, 2017**

I. Call to Order

The meeting was called to order by Chair, Shannon Ashford at 2:05 P.M.

II. Roll Call

Present	Absent	Guests
Shannon Ashford (Chair)	Jasmine Mulero (Unexcused)	
Amber Perkins (Co-Chair)	Brianna Wilcox (Excused)	
Kristen Pichler (Exec. Sec'y)		
Ruby Aaver		
Noor Chaudhry		
Missael Maldonado		
Andrew Willins		

III. Approval of Agenda

M/S/P (A. Perkins/A. Willins) to approve the meeting agenda for November 3, 2017.
Motion passed 5-0-0.

IV. Approval of Minutes

M/S/P (M. Maldonado/A. Willins) to approve the Minutes of October 13, 2017.
Motion passed 5-0-0.

V. Chair's Report

VI. Chair, Shannon Ashford welcomed the committee. She shared with the committee that following peaceful protest, Section F of the A-F graduation requirements had recently been reinstated at CSUN by President Harrison after the Section was removed by the CSU. The Section was removed as a means of accelerating graduation rates. It's removal was protested because students and faculty at CSUN showed strong support for the curriculum contained in Section F, which includes cultural studies/gender, race, class, and ethnicity studies, and foreign languages. In anticipation of voting on the meeting's Action Item, Chair Ashford also provided instruction to the committee instruction on S.M.A.R.T. goal setting. S.M.A.R.T. goal setting was used to establish 2017-18 Personnel Committee goals.

VII. Action Items

A. Fall, 2017 Meeting Schedule

M/S/P (A. Willins / R. Aaver) to approve the 2017-18 committee goals.
Motion passed 5-0-0.

VIII. Discussion Items

- A. USU Human Resources** - Chair Ashford, with assistance from Executive Secretary Pichler, led the committee through a PowerPoint presentation describing the USU's organizational structure, including the role of the Human Resources Department at the University Student Union.
- B. Decision-Making** – Co-Chair Perkins led the committee through training on the steps involved in decision-making. The committee will need to use a decision-making process in analyzing committee goals it recommends to the Board of Directors for approval.
- C. Regular Employees – Classification & Compensation Schedule** – Executive Secretary, Pichler provided a detailed background explanation of the Position Classification & Compensation Plan for Regular Employees. It is anticipated that the Plan will be presented to the committee for review at the December meeting. (See attached).

IX. Announcements

M. Maldonado informed the committee that he's been selected to attend the ACUI Regional Conference in Arizona. The conference takes place in November.

Chair Ashford invited the committee to attend U-Day which will be held on Friday, December 1, 2017. U-Day is a fun, informal USU'sponsored event for student employees and volunteers. The event features food and games and will be held in the Northridge Center.

- X.** The meeting was adjourned at 3:17 pm.

Respectfully submitted,

Kristen Pichler
Executive Secretary