

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL COMMITTEE  
MINUTES  
December 8, 2017**

**I. Call to Order**

The meeting was called to order by Chair, Shannon Ashford at 2:03 P.M.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Guests</b>
Shannon Ashford (Chair)	Jasmine Mulero	
Amber Perkins (Co-Chair)		
Kristen Pichler (Exec. Sec'y)		
Ruby Aaver		
Noor Chaudhry		
Missael Maldonado (Arrived at 2:13 pm)		
Andrew Willins		

**III. Approval of Agenda**

M/S/P (A. Perkins/N. Chaudhry) to approve the meeting agenda for December 8, 2017.

***Motion passed 4-0-0.***

**IV. Approval of Minutes**

M/S/P (A. Willins/A. Perkins) to approve the meeting minutes of December 1, 2017.

***Motion passed 4-0-0.***

**V. Chair's Report**

Chair, Shannon Ashford thanked the committee for their flexibility in attending today's "extra" meeting, and complimented the committee on their care and dedication for the committee and the USU. She wished committee members good luck on finals, and encouraged members to remember to get a lot of sleep and to eat.

**VI. Action Items**

**A. Updated Classification & Compensation Plan Guide for Regular Employees.**

Executive Secretary, Kristen Pichler, shared with the committee three voting options regarding the Classification & Compensation Plan Guide which included:

**Option #1** – Not to approve the Classification & Compensation Administrative Plan Guide for Regular Employees

**Option #2** – To amend the Classification & Compensation Administrative Plan Guide for Regular Employees and to approve as amended

**Option #3** – To approve the Classification & Compensation Plan Guide for Regular Employees as presented.

As the committee had thoroughly discussed the Guide at two previous meetings, K. Pichler invited questions before turning the item back to Chair, S. Ashford for a vote.

M/S/P: R. Aaver/A. Willins to approve the Classification & Compensation Plan Guide.

Motion passed 4-0-0.

B. Updated Salary Schedule for Regular Employees

As with Action Item A, Executive Secretary, K. Pichler, shared with the committee three voting options regarding the updated Salary Schedule for Regular Employees as follows:

**Option #1** – Not to approve the Updated Salary Range Schedule for Regular Employees.

**Option #2** – To amend the Salary Schedule for Regular Employees and to approve as amended.

C. **Option #3** – To approve the Salary Range Schedule for Regular Employees as presented.

M/S/P: A. Willins/R. Aaver to approve the Salary Range Schedule for Regular Employees effective July 1, 2017.

Motion passed 5-0-0.

## **VII. Discussion Items**

None

## **VIII. Announcements**

Chair Ashford announced that an earthquake had occurred at approximately 12:00 am on 12/8 in the Northridge area, and advised committee members to be earthquake prepared.

IX. The meeting was adjourned at 2:16 pm.

Respectfully submitted,

Kristen Pichler  
Executive Secretary