

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL COMMITTEE
MINUTES
April 6, 2018**

I. Call to Order

The meeting was called to order by Personnel Committee Chair, Shannon Ashford at 5:08 P.M.

II. Roll Call

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

III. Approval of Agenda

M/S/P (A. Perkins/A. Willins) to approve the meeting agenda for April 6, 2018, which was modified by friendly amendment to eliminate discussion item "A," and add discussion item, "C," Committee member of the year

Motion passed 4-0-0.

IV. Approval of Minutes

M/S/P (N. Chaudhry/A. Willins) to approve the meeting minutes of March 2, 2018.

Motion passed 4-0-0.

V. Chair's Report

Chair Ashford apologized in advance if it appeared at today's meeting that she was on her phone. She explained that because of another campus committee, she needed to be present at both our meeting and another meeting simultaneously. Shannon also informed the committee that following discussion with Executive Secretary, Pichler, they have decided it best to eliminate goal #5 (new policy - extension of benefits for employees who are out of work due to bona-fide illness) and recommend it for consideration to the 2018-19 Personnel Committee.

VI. Action Items

A. Educational Fee Reimbursement Policy - Policy Updates

Executive Secretary Pichler explained the changes being recommended throughout the policy, and recommended that the committee vote to update the policy for both purposes of clarification and to create greater ease in administering the policy. Short discussion ensued where committee members asked clarifying questions.

M/S/P: (M. Maldonado/N. Chaudhry) to approve updates to the Educational Fees Reimbursement Policy (Regular Employees).

Motion passed 4-0-0.

VII. Discussion Items

A. Policy Update – Emergency Appointments

Executive Secretary Pichler shared the current policy and recommended changes with the committee, and said that updates are needed to both (1) clarify the policy and (2) to prevent accidental discrimination in not providing benefits in the event that an emergency appointment extends beyond two 180 day appointments. Discussion ensued. The committee agreed that it was in the best interest of both the organization and its employees to update the policy. A draft of the recommended policy will be presented at the next meeting for committee consideration and approval.

B. Committee Member of the Year

Chair Ashford explained the committee member of the year selection process, and invited the committee to nominate outstanding members (or themselves) for committee consideration.

A. Willins nominated Noor Chaudhry. In his nomination he said that Chaudhry, a first year committee member, had been in attendance at every meeting, caught on quickly, asked questions, and contributed to the discussion well to the conversation. Doing so had exemplified dedication and commitment. No further nominations were made, and committee members were in agreement that Chaudhry should be the chosen representative from the Personnel Committee.

VII. Announcements

- A. Chair Ashford “checked in” on the committee to make sure everyone was doing well. She also shared information about the Aida Salazar Award and said that any member of the Board or its standing committees can nominate any member of the campus community for award receipt. Executive Secretary Pichler will mail the nomination form to committee members next week. A. Willins announced that he received a “B” on a midterm. Co-Chair Perkins reminded the committee about the African Student Organization cultural show which will be held in the Northridge Center on April 20, 2018.

VIII. The meeting was adjourned at 5:47 P.M.

Respectfully submitted,

Kristen Pichler
Executive Secretary