

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL COMMITTEE  
MINUTES  
MARCH 5, 2020**

**I. Call to Order**

The meeting was called to order by Chair, Catleya Maralit at 3:36 P.M.

**II. Roll Call**

| <b>Present</b>               | <b>Absent</b>   | <b>Guests</b> |
|------------------------------|-----------------|---------------|
| Catleya Maralit, Chair       | Whitney Chabela |               |
| Arrah Enaw, Co-Chair         | Dulce Hernandez |               |
| Kristen Pichler, Exec. Sec'y |                 |               |
| Chidum Ekpe                  |                 |               |
| Christopher Hernandez        |                 |               |
| Celeste Garcia               |                 |               |

**III. Approval of Agenda**

M/S/P: (Hernandez/Garcia) to approve the amend the meeting agenda which strikeks Action Item A and includes it instead as Discussion Item B.

*Unanimously approved 4-0-0.*

**IV. Approval of Minutes**

M/S/P: (Arrah/Chidum) to approve the meeting minutes of February 6, 2020.

*Unanimously approved 4-0-0.*

**V. Chair's Report**

Chair Maralit welcomed committee members and said she hoped that they weren't too stressed with midterms. She also acknowledged concerns with flu and COVID 19. She announced that Ally VRC and EOP Dream Center Training would be held on Monday, 3/9/20 from 12:30-2:30 pm in the Thousand Oaks Room and encouraged members to attend. She then asked Vice Chair, A. Enaw to introduce the ice breaker. Enaw invited committee members to work in pairs and identify at least one thing they had in common with each of their fellow committee members. Lively conversation ensued. Results of all pairings were then shared with the group.

**VI. Action Items**

N/A

**VII. Discussion Items**

**A. Updated Policy – Educational Fee Reimbursement**

Chair Maralit directed committee members' attention to the redline version of the draft policy and explained that proposed changes would eliminate a Regular Employee's ability to pursue a degree in any subject of interest and require them instead to focus their pursuits on a career-related degree based on their current employment position. She said that this item had originally been slated as an Action Item for today's meeting, but Executive Secretary Pichler had discussed proposed changes with Executive Director, Hammond, and Hammond had expressed reservations with changing the policy. While committee members initially leaned toward approving policy that would impose restrictions, concerns about employee retention were

expressed when members learned that Associated Students employees do not have the same educational restrictions. Committee members were also on the fence about the benefits of having Regular Employees receive primarily graduate degrees in a wide variety of disciplines that would then make them more relatable to students. While committee members enjoyed the discourse and the opportunity to engage in critical thinking around this topic, they did not express a strong preference for changing the policy.

**B. New Policy – Extended Family and Medical Leave Benefits for Regular Employees**

Executive Secretary Pichler shared a draft of the Extended Family and Medical Leave Benefits policy for Regular Employees. Chair Maralit briefly explained the Family and Medical Leave Act (FMLA) and the California Family Rights Act (CFRA) and asked committee members to take turns reading each paragraph of the proposed policy. Language pertaining to the legal portion of the policy is complicated and it was slow-going. About mid-way through, Executive Secretary Pichler suggested to Chair Maralit that the committee stop reading and that she summarize. Pichler explained to the committee that FMLA requires that employers provide continued medical benefits to employees who are on an unpaid leave for qualified reasons for up to twelve weeks. After twelve weeks benefits can be discontinued. Staff was recommending an extension to the twelve week period for employees who have been employed by the USU for an extended period. Pichler said she is going to survey the various auxiliaries to see if they provide extended benefits and if so, how much. This will be an action or discussion item at a future meeting.

**VIII. Announcements**

Executive Secretary Pichler announced that there are several existing positions that are being modified and that these need to be reported to the Personnel Committee and the Board of Directors as an information item. These positions include the Assistant Director, Diversity Initiatives which is being downgraded to the Manager, Diversity Initiatives; the Coordinator, Intramurals which is being modified to the Coordinator, Intramurals and Summer Day Camp; and the addition of temporary emergency manager positions for Fitness Programs and the Oasis Wellness Center and Fitness Training (until a replacement for the Assistant Director, Fitness & Wellness is identified).

**VIII. Adjournment**

The meeting was adjourned at 4:57 P.M.

Respectfully submitted,

Kristen Pichler  
Executive Secretary