A) Call to Order
The meeting was called to order by Chair, Gisselle Olmedo-Torres at 11:03 P.M.

B) Roll Call

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
<th>Guests</th>
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<tbody>
<tr>
<td>Gisselle Olmedo-Torres, Chair</td>
<td>Bryn Garcia, Co-Chair</td>
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<td>Kristen Pichler, Exec. Secretary</td>
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<td>Katherine Aguilar</td>
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<td>Alex Garza</td>
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<td>Jennifer Rivas</td>
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<td>Ana Zapata</td>
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C) Approval of Agenda
M/S/P: (J. Rivas/A. Garza) to approve the meeting agenda of December 2, 2021.
Approved 4-0-0.

D) Approval of Minutes
M/S/P: (A. Garza/K. Aguilar) to approve the meeting minutes of May 10, 2021.
Approved 3-0-1.

E) Chair’s Report
Chair Olmedo-Torres welcomed the committee to the first meeting of the semester and shared a PowerPoint she had prepared. As part of this she introduced herself, Co-Chair, Bryant Garcia (who was absent from the meeting due to a family emergency), and then asked Executive Secretary, Kristen Pichler to introduce herself. Once this was done, Chair Olmedo-Torres invited committee members to self-introduce and share something about themselves. Chair Olmedo-Torres then led the committee in a fun, interactive and engaging ice breaker activity.

F) Action Items
There were no action items.

G) Discussion Items
Introduction to USU
a) Purpose – Executive Secretary Pichler shared information about the USU, lending context to the organization’s purpose. This included information about the Association of College Unions International, the professional organization for college unions.

b) Governance - Chair Olmedo-Torres shared information about the USU at CSUN, including the organization’s Mission Statement, and the organization’s governance which includes a seventeen-member policy-making board that is comprised primarily of CSUN students.
Introduction to Personnel Committee
a) **Purpose** – Chair Olmedo-Torres facilitated a fun and well-developed PowerPoint presentation in which she shared information about the purpose and responsibilities of the committee, including expectations of committee members. In addition, Chair Olmedo-Torres advised that committee members that the Personnel Committee is a safe space and that if members ever needed a break to be sure and make it known. After the presentation, Chair Olmedo-Torres asked members to share their takeaways from the meeting. Members

H) **Announcements**
Chair Olmedo-Torres requested that members submit their availability so that a spring meeting schedule could be established.

I) **Adjournment**
The meeting was adjourned at 12:39 P.M.

Respectfully submitted,

Kristen Pichler
Executive Secretary