

**Personnel Committee Meeting Minutes March 27th, 2019**

I. CALL TO ORDER at **12:12 PM**

II. ROLL CALL

**Present:** Daisy Maxion, Melissa Baron, Mahdi Fugfugosh, Kabir Dhillon, Erik Pinlac, Dessiree Cuevas, Hoang Dao, Karen Parada.

**Not Present:** Myles Watkins, Martin Castillo.

**Late:**

III. ACTION ITEM - **Approval of the Agenda**

**Motion** to approve the agenda by **K. Dhillon**, second by M. Fugfugosh, motion **PASSED**.

IV. ACTION ITEM **Approval of the Minutes of March 13<sup>th</sup>, 2018.**

**Motion** to approve the minutes by **K. Dhillon**, second by **M. Baron**, motion **PASSED**.

V. PUBLIC COMMENT **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**

No public comment.

VI. UNFINISHED ITEMS

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM **Committee Appointment**

**Motion** to approve committee appointment for personnel committee, motion **PASSED**.

**M. Baron** asks to come back to it because she could not find it.

**Motion** to move table action item committee appointments by **K. Dhillon**, second by **M. Fugfugosh**, motion **PASSED**.

**3:02**

B. DISCUSSION ITEM **ASI Position Milestones**

**D. Maxion** said i

approved by the Board. For the individual ones, he has created templates for each position just to have everyone fill it out before the end of the year. He adds that

show up for that even though, on the counter he said he would be there. Technically,

would do to mitigate something like this from happening in the future. **H. Dao** said he would work on his time management; check his commitments on his calendar. If anything were to happen he should have messaged or reached out to Daisy, Eric and Erika through email or message. **E. Pinlac** adds that whatever the committee sides, they should discuss time management and a one-on-one workshop for coordination. He suggests that he can provide phone numbers for the front desk and his cell phone number so that if he does need

He said they have to figure backups for backups for backups. **K. Dhillon** adds that on the note of the calendar, last year the practice was to put all of your commitments on the calendar, such as busy time, sleep, gym or whatever it may be. This will help the rest of them when planning out when to meet. **M. Baron** adds that as ASI they encourage that school comes first, but when you do make a commitment with a committee it is important to attend. **E. Pinlac** adds that they have asked them to find an alternate representative. He adds that this decision would happen until the next personnel meeting.

**24:08**

**D. DISCUSSION ITEM BOD Office Hours Fulfillments**

**D. Maxion** states they Personnel Committee will discuss the office hour logs of Board members. She adds that if they are not signing in and signing out, it trickles down to the rest

need to do. She suggests looking at the whole board in regards to this. **E. Pinlac** adds that since there are so many people missing, it can be a systematic issue. He reminds that their

visit, they wait there a while. **D. Maxion** said she is not sure how she wants to move forward with this, but she wants to take action on it. **E. Pinlac** recommends for future, looking into sources for checking in. **D. Maxion** said she can send out warning emails about misunderstanding relating to miscommunication. **M. Baron** recommends holding each other accountable. If they are not signing in, then they will be brought up to Personnel. **E. Pinlac** reminds not to campaign at the same time as your office hours. **D. Maxion** adds that every personal meeting they will be checking memos to see who has been signing in.

**31:28**

**VIII. ROUND TABLE REMARKS**

**E. Pinlac** states that tonight Michael has an event and they are playing Aquaman at the MPR from 7-9pm. Also, tomorrow, they are having EBx at MPR B from 5-8pm. He reminds to come out and support since it is one of their initiatives to have a Tedx type of event from the Fall Retreat. **M. Baron** asks if anyone has any ideas or things they would like to see implemented, let her know.

**IX. ADJOURNMENT at 12:45 PM.**

Minutes Reviewed by:

**Executive VP**

Name: Daisy Maxion

Minutes Approved:

**5-1-19**

Date: