

**California Polytechnic State University**  
**ASI PERSONNEL COMMITTEE**  
**Meeting #08-03, Monday, October 29, 2007**  
**4 p.m. – UU 212**

**MINUTES**

**Voting Members Present**

Tony Guntermann	Chair of the Board - Chair
Matt Raymond	UUAB Vice Chair
Mark Diener	Board of Directors Representative
Allyce Garcia	Board of Directors Representative
Sunil Patel	Board of Directors Representative
Nicole Stromsness	Chair, UUAB

**Voting Members Absent**

Melissa Lema	Vice Chair of the Board – Vice Chair
Brandon Souza	ASI President

**Non-Voting Members Present**

Carol Brizendine	Human Resources Coordinator
Rick Johnson	Executive Director
Laura Baldwin	Chief of Staff
Micah Denecour	Board of Directors Representative for Lindsey Bauer
Alex Palacio	Human Resources Student Manager
Carrie Wilemon	University Representative

**Non-Voting Members Absent**

**Guests**

Dawn Annoni	Human Resources Technician
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The chair called the meeting to order at 4:07 p.m.

I. Approval of Minutes

**Motion #1 (Diener/Patel) “Move to approve the Personnel Committee minutes from Meeting #08-02.”**

**Motion approved, unanimous voice vote.**

II. Chair’s Report – Tony Guntermann

Tony introduced Carrie Wilemon from the University’s HR office who is the University’s representative on the ASI Personnel Committee. He then had the other members of the committee introduce themselves. Carrie shared information about her position in HR.

III. Vice Chair’s Report – Melissa Lema

Absent - no report.

IV. Executive Director’s Report – Rick Johnson

Rick welcomed Carrie and explained how the University representative can share information on how the University handles different personnel issues. He thanked her for making the time to attend the Personnel Committee meetings.

### Staff Updates:

Carol reported that Sarah Reeder, the Children's Center Food Program Assistant, began on October 22. With the filling of that position, ASI is now fully staffed with no open fulltime positions.

## V. Discussion Items

### A. Minimum Wage Proposal

Rick reminded the members that this was the proposal discussed at the last meeting. He stated that there had been no questions asked of him regarding this issue since the last meeting.

Rick summarized that there is an approximate difference of \$35,000 between what it would cost to only raise the wages of those directly affected by the minimum wage increase and raising the wages of students across the board. This proposal represents Rick's recommendation to the ASI Board of Directors. He reminded the members that this wage increase is mandated by state legislation and is completely separate from the merit process which takes place in January.

Dawn reviewed the student position classifications within ASI that are affected by this increase.

Level 1 - Entry level positions are mostly front line service positions.

Level 2 – Positions requiring a bit more experience such as accounting assistants.

Level 3 – Positions requiring more specific experience such as A/V techs and lifeguards.

Level 4 – Student manager positions

Level 5 – Para-professional positions such as IT assistants and web designers

If the proposal is approved, the current percentage of wage spread between the positions will be maintained and 97% of the student positions will receive an increase.

Rick further stated that this is one of the ways that student fees go back to the students.

A question was asked about other CSUs and how they are handling the minimum wage increase. Rick reported that there are only three or four CSUs that have close to the number of student employees that we do, and they all operate differently, so no pertinent information is available.

**Motion #2 (Stromsness/Patel) "Move to agenda the Minimum Wage Proposal as a Business Item on today's agenda."** (motion requires a 2/3 affirmative vote to pass)  
**Motion passed, unanimous hand vote.**

## VI. Business Items

### A. Minimum Wage Proposal

**Motion #3 (Raymond/Patel) "Move to approve the Minimum Wage Proposal and take to the Board of Directors for their approval."**

Sunil stated that increasing wages increases employee morale and creates a positive work atmosphere.

**Motion passed, unanimous hand vote.**

The recommendation to the Board will be a "do pass" recommendation based on this vote. Carrie reported that the University is handling this issue differently as there have a single general student assistant classification and the Chancellor brought all positions up to the new minimum wage.

Matt and Sunil, as makers of this motion, will attend the next Board Workshop with Rick to explain the proposal.

VII. Agenda

VIII. Announcements

IX. Adjournment

The meeting was adjourned to training at 4:34 p.m.