

California Polytechnic State University
ASI PERSONNEL COMMITTEE
Meeting #08-04, Monday, January 7, 2008
4 p.m. – UU 212

MINUTES

Voting Members Present

Tony Guntermann	Chair of the Board - Chair
Melissa Lema	Vice Chair of the Board – Vice Chair
Brandon Souza	ASI President
Nicole Stromsness	Chair, UUAB
Matt Raymond	UUAB Vice Chair
Mark Diener	Board of Directors Representative
Allyce Garcia	Board of Directors Representative
Sunil Patel	Board of Directors Representative

Voting Members Absent

Lindsey Bauer	Board of Directors Representative
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Non-Voting Members Present

Carol Brizendine	Human Resources Coordinator
Rick Johnson	Executive Director
Alex Palacio	Human Resources Student Manager
Carrie Wilemon	University Representative

Non-Voting Members Absent

Guests

None

The chair called the meeting to order at 4:07 p.m.

I. Approval of Minutes

Motion #1 (Patel/Lema) “Move to approve the Personnel Committee minutes from Meeting #08-03.”

Motion approved, unanimous voice vote.

II. Chair’s Report – Tony Guntermann

Tony welcomed the members to the first meeting of winter quarter. He asked everyone to share a highlight from their holiday break.

III. Vice Chair’s Report – Melissa Lema

No report.

IV. Executive Director’s Report – Rick Johnson

Rick also welcomed everyone back from break.

A. Staff Updates

Carol shared that there has been one separation since the last meeting. Jill St. John, Facility

Reservations Assistant, left to take a position with University Scheduling. The position was filled internally by Naomi Watkins who was the Administrative Assistant at the Recreation Center. She has already transitioned into the new position. Naomi's vacated position has been advertised and over 40 applications have been received. The position has closed and interviews will be held in the next couple of weeks.

B. Student Employee Evaluation Process

Rick explained that the policy for student evaluations was approved by the Personnel Committee and the Board of Directors. Carol reviewed the process which is beginning now, including the policy, the evaluation timeline and the evaluation form.

V. Discussion

A. ASI Stipends

Rick explained that the Personnel Committee is charged with reviewing the stipend policy and the stipend allocations every three years, and this is the year for review. The committee is not required to take action, but if changes are recommended, staff will run any associated cost analysis. He stated that there has been very little discussion since the last review and that staff has no recommended changes.

The question was raised about stipend policies at other ASIs. Rick explained that the policies are all over the board, and that there are only a couple of ASIs with similar scope to Cal Poly. Most have split ASI/UUs and smaller operations. Information from similar universities will be gathered and presented to members prior to the next meeting.

VI. Business Items: None

VII. Agenda: None

VIII. Adjournment: The meeting was adjourned at 4:25 p.m.