

California Polytechnic State University
ASI PERSONNEL COMMITTEE
Meeting #08-06, Monday, March 3, 2008
4 p.m. – UU 212

MINUTES

Voting Members Present

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

Voting Members Absent

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| Melissa Lema | Vice Chair of the Board – Vice Chair |
| Brandon Souza | ASI President |
| Lindsey Bauer | Board of Directors Representative |

Non-Voting Members Present

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

Non-Voting Members Absent

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| Laura Baldwin | Chief of Staff |
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Guests

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|-----------------|---------------------------------|
| Dwayne Brummett | Director of Business Services |
| Tonya Iversen | Director of Children's Programs |

The chair called the meeting to order at 4:12 p.m.

I. Approval of Minutes

Motion #1 (Patel/Diener) “Move to approve the Personnel Committee minutes from Meeting #08-05.”

Motion approved, unanimous voice vote.

II. Chair's Report – Tony Guntermann

No report.

III. Vice Chair's Report – Melissa Lema

No report.

IV. Executive Director's Report – Rick Johnson

A. Staff Updates

Carol reported that second interviews will be taking place this week for the Administrative Assistant I position at Rec Sports. She also announced two future vacancies. Denise Lazar, a Club Services Assistant, will be leaving on March 21 to accept a position in Admissions.

Recruitment will begin at the end of this week. Janelle Whaley, a Teacher at the Children's Center, is also leaving on March 21 to move out of state. Her position has been posted internally.

Responding to a question of how long recruitment takes, Carol stated that the entire process usually takes six to eight weeks at a minimum.

Rick stated that he will be bringing some proposed organizational changes to the next meeting. These include some vacancies that have been ongoing at the Rec Center. The passage of the referendum has generated the need to look at these changes and vacancies.

V. Discussion

None

VI. Business Items:

A. Proposal for Merit Pool Allocation for 2008-09

Motion #2 (Patel/Stromsness) "Move to approve the Merit Pool Allocation proposal for 2008-09."

Rick reviewed the details of the proposal which was presented at the last meeting.

Motion passed, unanimous voice vote.

Sunil will take this item to the Board at their workshop next week. Carol will attend to answer any questions from the Board.

VII. Agenda:

- A. Proposed organizational changes – Discussion Item
- B. Staff Performance Evaluation Process – Discussion Item
- C. Executive Director Review Process / Timeline – Discussion Item

VIII. Adjournment: The meeting was adjourned at 4:35 p.m.