

California Polytechnic State University
ASI PERSONNEL COMMITTEE
Meeting #07-02, Monday, November 20, 2006
4 p.m. – UU 219

MINUTES

Voting Members Present

Jared Samarin	Chair of the Board - Chair
Adam Buttgenbach	Vice Chair of the Board – Vice Chair
Todd Maki	ASI President
Brandon Souza	Chair, UUAB
Carl Payne	UUAB Vice Chair
Tony Guntermann	Board of Directors Representative
Brad Hulbert	Board of Directors Representative
Jillian Smillie	Board of Directors Representative

Voting Members Absent

Non-Voting Members Present

Rick Johnson	Executive Director
Carol Brizendine	Human Resources Coordinator

Non-Voting Members Absent

Joan Lund	University Representative
Alex Palacio	Human Resources Student Manager
Melissa Robbins	Chief of Staff

Guests

Dwayne Brummett	Director of Business Services
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The chair called the meeting to order at 4:12 p.m.

I. Approval of Minutes

Minutes from Meeting #07-01 approved as presented by general consent.

II. Chair's Report – Jared Samarin

Jared did not have a formal report. He did, however, remind the members from the ASI Board that the Board workshop following this meeting will be focusing on the review of an election proposal.

III. Vice Chair's Report – Adam Buttgenbach

None.

IV. Executive Director's Report – Rick Johnson

Rick asked the members to re-introduce themselves as new members were present.

Staff Updates

Carol updated the committee on staff changes since the last meeting.

There have been no separations.

Rachel Lambert has returned from maternity leave on a part time basis until January, when she will return to full time.

Eric Alexander, the new Coordinator – Fitness, started on Monday, November 13.

A verbal offer of employment as Maintenance Technician has been accepted by Darrin Scott, with a starting date to be determined.

Head Teacher candidates will begin their interviews next week to replace Sherie Munoz who will be moving.

The vacant Building Service Worker – UU position has been difficult to recruit. The position has been posted since August, with only six applications received. Of those applications, only two met the qualifications and were scheduled for interviews. One candidate did not show up and the other candidate was not a fit with ASI. HR surveyed other campus employers and found that ASI pays significantly less than the University or Cal Poly Corporation for the same position. Dwayne Brummett and Josh D'Acquisto worked with Carol to develop a proposal for increasing the wage for this position and Rick approved the option that increases the Building Service Worker starting wage by 61¢.

The Rose Float Technician position description is being reviewed as it will be a partnered position with State.

V. Discussion Items

A. Minimum Wage Proposal

Rick explained that this proposal is intended to insure compliance with the passage of California State Assembly Bill AB 1835, increasing the minimum wage in California. Three options were offered. The preferred option would increase wages only for those positions that are below the \$7.50 per hour threshold to the new mandated wage, effective January 1, 2007; then again increase wages for any affected positions to the \$8.00 rate, effective January 1, 2008. This would have the least financial impact on ASI and would affect approximately 180 student employees. The other two proposals would raise all student wages as was done the last two times minimum wage increases were enacted. This was enormously expensive, but justifiable as increases hadn't occurred in a long time. This time, only those in the below \$7.50 category would be affected.

Jared explained that the Personnel Committee will make a recommendation to the Board regarding this proposal. The Board will make the final decision.

A question was raised as to how students are evaluated in their jobs. Carol explained the evaluation process and that any increases will be in addition to this minimum wage increase.

A question was also raised regarding the math for the two alternative proposals. Staff will double check the calculations.

Motion #1 (Maki/Guntermann) – “Move to recommend approval of this proposal to the Board, pending numerical corrections on the proposal alternatives.”

Motion passed, unanimous voice vote.

Jared and Rick explained the officer evaluation process. A preliminary evaluation is conducted during Fall quarter with a more in depth evaluation taking place mid year. This process is confidential and not under the oversight of the Personnel Committee as officers are not employees of the corporation.

VI. Business Items

None

VII. Agenda

None at this time

VIII. Announcements

IX. Adjournment

The meeting was adjourned to training at 4:44 p.m.