

California Polytechnic State University
ASI PERSONNEL COMMITTEE
Meeting #07-04, Monday, February 19, 2007
3 p.m. – UU 219

MINUTES

Voting Members Present

Jared Samarin	Chair of the Board - Chair
Todd Maki	ASI President
Brandon Souza	Chair, UUAB
Tony Guntermann	Board of Directors Representative
Brad Hulbert	Board of Directors Representative

Voting Members Absent

Adam Buttgenbach	Vice Chair of the Board – Vice Chair
Carl Payne	UUAB Vice Chair
Jillian Smillie	Board of Directors Representative

Non-Voting Members Present

Rick Johnson	Executive Director
Joan Lund	University Representative
Alex Palacio	Human Resources Student Manager

Non-Voting Members Absent

Melissa Robbins	Chief of Staff
Carol Brizendine	Human Resources Coordinator

Guests

Dwayne Brummett	Director of Business Services
Tonya Iversen	Director of Children’s Programs

The chair called the meeting to order at 3:18 p.m.

I. Approval of Minutes

Approval of the minutes postponed until a quorum is present.

II. Chair’s Report – Jared Samarin

No report.

III. Vice Chair’s Report – Adam Buttgenbach

No report.

IV. Executive Director’s Report – Rick Johnson

A. Staff Updates

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

Separations:

Steve Garcia, Assistant Coordinator for Facilities, left effective 2/16/06. Jill St. John will be assuming the reservation portion of Steve’s position. The AV/Setup portion will be handled by Josh D’Acquisto.

Current Recruitments:

Teacher position.

V. Discussion Items

A. Compensation Pool Proposal:

Note: Brad Hulbert arrived, thereby creating a quorum.

Rick explained the background of the Merit Compensation process and that it comes before the Personnel Committee to allow discussion outside of the budget process. After discussion by this committee, the proposal is forwarded to the Board of Directors for approval. A 5% compensation pool has been approved by the Board the past two years. This year's proposal recommends a pool of funds which is approximately \$107,655, or 4% of total compensation. The funds approved by the Board of Directors will be allocated based on individual employee performance.

Motion #1 (Guntermann/Second) – “Move to move this item from a discussion item to a business item.”

Motion passed, unanimous voice vote.

VI. Business Items

A. **Motion #2 (Guntermann/Hulbert)** – “Move to approve the Compensation Pool Proposal for 2007-08.”

Motion passed, unanimous voice vote.

Jared asked Tony to report the committees recommended “do pass” at the next Board meeting.

Joan shared the process followed for compensation increases on the state side.

A quorum now being present, the minutes from Meeting #07-03 were approved as presented by general consent.

VII. Agenda

Executive Director Report: Officer Performance Review Process after process completed.

VIII. Announcements

IX. Adjournment

The meeting was adjourned to training at 3:45 p.m.