

## Personnel Committee Meeting Minutes of November 10, 2021

I. CALL TO ORDER at **11:01 AM**

II. [ROLL CALL](#)

**Present:** Krisstina Caro, Kabir Dhillon, Mirna Maamou, Zaira Perez, Erik Pinlac

**Late:** Jose Simon Carmona, Martin Castillo

**Excused:** Anjelica De Leon

**Absent:** Kristopher Disharoon

III. ACTION ITEM - **Approval of the Agenda**

**Motion** to approve the agenda of November 10, 2021, by **M. Maamou**, second by **K. Dhillon**, motion **CARRIED**.

I. ACTION ITEM - **Approval of the Minutes of September 27, 2021**

**Motion** to approve the agenda of September 27, 2021, by **M. Maamou**, second by **K. Caro**, motion **CARRIED**.

II. ACTION ITEM - **Approval of the Minutes of September 29, 2021**

**Motion** to approve the agenda of September 29, 2021, by **M. Maamou**, second by **Z. Perez**, motion **CARRIED**.

IV. PUBLIC COMMENT – **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**

No public comment.

**3:08**

V. UNFINISHED ITEMS:

No unfinished items.

**3:14**



VI. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM: Remuneration Policy

The Personnel Committee will discuss revisions to the Remuneration Policy.

**K. Dhillon** states this was formerly called the Scholarship Stipend Policy is now the Remuneration Policy. The edits made from the last Personnel meeting are not significant such as using the new titled and grammar. Section 4 is being removed because this policy does not have the authority as it was stated. One edit is proposing the College Academic Senators from 25% to 30%. Is there any other discussion? Seeing that there is none, this will be sent to the Board next week for adoption.

4:40

B. DISCUSSION ITEM: **ASI Committee Appointments**

The Personnel Committee will discuss interviewed applicants for ASI Committees.

**K. Dhillon** states these are the quorums sent to me prior to the deadline. For the Internal Affairs Committee, we have Lyly Mai and Faith David.

**Z. Perez** states what stood out to me about these applicants was that they both work well in a team setting. Their responses in solving problems in a collaborative environment at work and such. Communicating and working together can be fru



**Motion** to move the Personnel Committee into **CLOSED SESSION**, by **K. Dhillon**, second by **M. Maamou**, motion **CARRIED**.

**Closed session** enters in at **11:10 AM**.

**Closed session** returns at **11:12 AM**.

**K. Dhillon** states there was no action taken.

9:11

D. DISCUSSION ITEM: [Personnel Manual](#)

The Personnel Committee will discuss the Personnel Manual.

**K. Dhillon** states the purpose of this manual is combining the Personnel and ASI HR manuals for the student body government. This is putting both policies in one place rather than individual policies. The Appointment of Vacant Positions is going into the manual which addresses the vacant Board, Senate, University Wide Committees, and regular ASI Committees. The Policy on Board Meeting Times, Executive Director Performance Review Process Policy, and First Year Mentorship (FYM) Program. The Policy on Government Officer Concerns which is based from historical context. The Appointment of Student Representatives for Hiring Search Committee Policy is waiting for Academic Senate approval but will be included in the manual. The Graduation Ceremony Speakers policy is also based on historical context. Senate Meetings and Times is a new policy which is similar to Board Meeting Times. The Student Government Feedback Evaluation Policy is when between the Fall and Spring semester, our peers provide feedback towards each other. Miscellaneous Exemptions are topics such as retreats or things that are minor. The Volunteer Program, Protocol on Internal Communication, and Point of Contact Policy are also places in the manual. I will briefly go over the major edits. Within the vacant policy, this section was removed because it applies to the Senate and the applications for ASI Chair will be released after the General Elections conclude. There are language changes within the procedures section. Also, this is mainly for the EVP for a timeline of when the application opens and appoints the Chair. For the Senate Appointment, this section was removed because it was originally an idea for future years. The Chair will also be serving on the Senate interviews. A rough timeline is included for Senate Appointments. For the Elections Committee, the bulk of the changes is made to the language. For University Wide Committee, there were a lot of changes because we are opening up some of those committees to the students at large. The current government is overwhelmed with the number of current committees we have, and this is to provide more opportunity for students to be involved. Those committees will be included on our application list. One is the Academic Senate



Committees because students are aware of the issues all around and what they experience. The Honorary Degree Committee will be open to students at large because any student could serve on that committee. The Library Advisory Committee is another one on the list. The Executive Vice President will make recommendations to this list on whether to add or remove a committee. The committees not on this list will be delegated as we normally have done historically. The manual addresses tardiness if a member arrives 10 minutes past the Call to Order by the Chair. If 3 or more instances of that happening will be moved to Personnel. If you are consistently late because of class, that needs to be approved by Personnel. For the FYM Program, these changes reflect the changes made early on in the semester. We will be reverting it back to recruiting freshman or transfer students because grad students are typically here for a year or 2. This program is mainly for students investing in ASI longer th



E. DISCUSSION ITEM: [Spring Office Hours](#)

The Personnel Committee will discuss replacing office hours for the Spring 2022 semester with required tabling hours and ASI event attendance.

**K. Dhillon** states with the Spring semester coming closer, this memo is subject to change.



I am not used to. In terms of the mandatory by Greeks, I was just made aware that this was something I was able to make mandatory for the Greeks. However, Kris had inform to me that this was something I cannot make mandatory I had a lack of unknowing on the mandatory processes, but I was under the impression that I was capable of doing that. For the Director of Programming and Director of Wellness, there should have more correspondence. I have learned a lot from It's On Us in terms of ASI planning and I have been implemented that to the Senator's Townhalls, Academic Senate, and Non-Academic Events. I will also refer to the memo I had sent that it reflects on how we support each other and being there for each other's events. For my next point on inclusive language and the impression that I am separating the Senate, I want to highlight the term 'Sister Senators'. This was something that I saw that Brittney has done for interpersonal relationship with the Senate and understand why this is not inclusive. There was not malicious intent, and this was never brought up to me in regard to inclusive language because I have seen the positive responses in the previous years. It is not just my responsibility, but everyone's responsibility to have an interpersonal connection to the Senate. It is the Board's responsibility to include the upcoming members. I want to clarify in my memo of something I have been having conflict with. This academic year is different from the previous 2 academic years, we are still in the transition and how to accommodate everyone's schedule. This memo's purpose to serve as a document to discuss my summoning to the Personnel Committee. In the event, I am absent from the meeting because of class, I hope this item is discussed and is able to provide clarity in the place of my attendance. However, I want to acknowledge that this document does not fully address all the concerns that I have been facing and all the concerns discussed. The following topics I would like to discuss It's On Us Event execution, the usage of inclusive language and Senate/BOD Relations, and overall performance. For It's On Us, I want to fully acknowledge the execution of the event. It did not meet my expectations to say the least. As addressed with Erik, there were a lot of things I have learned when it comes



performance, however I cannot help to believe that this issue is much larger than me, rather how we say we support each other only to show otherwise. There were many instances where I have sought out the support I needed for my position and wellbeing. In many of these



I want to thank you all for reading this document. I cannot deny that there was a lot that I wrote that would not entirely fulfill what we would be discussing if I was present. It was difficult for me to write because I feared that I truly felt that I was not living up to the expectations of the student body and everyone in this committee. However, I felt that I was not doing myself, the Senate, and other members justice for not addressing an overarching issue currently. I want to acknowledge and thank Erik for helping me reflect on my performance, Not only that, but I want to thank Krisstina Caro for joining the team. Without her support and her presence, I was reminded of what I represented on the team and constantly uplifting me as we approach the end of the semester. Going back to It's On Us, it is difficult for someone who does not know what to do versus someone who knows what to expect. For It's On Us, there were things that I did not know, and I take accountability for that. There were multiple instances that someone could have stepped in and told me that they were supposed to be a part of this planning. There is no blame, but I want to address that we all can take the initiative before someone falls. This whole semester I felt that I was not set up to succeed. I cannot be a





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channel and smooth things out. If there are future events, I will look to collaborate with you on that and get a Google document started.

**K. Dhillon** states Simon as a lot of Members said, it really has to come down to your performance. Vice Presidents are expected to self-initiate you and hold the keys to a higher standard because of that, you have the experience. It is disappointing with It's On Us that has not been executed, to the way it has to be. I remember you touched on that if you have an event, you will have it in advance with the date set by the end of the month. In my opinion, an event should have been selected the day, no one showed up for the event, and it really comes down to that when you are not quickly getting on top of things and not self-initiating. That becomes an issue, it seems to be that the performance issue is not going to get fixed and that's why I am going to be recommending for removal. I also did want to touch on a couple pieces with the with the board retreat event that you were not able to attend because you had another commitment that was a choice you made. In order to make sure you have got that bonding experience, we requested that you hosted a social event. That social event was hosted last weekend, which is great, but nonetheless it was late so that touches on maybe reasons why you feel like you feel excluded. I think everyone here is very much committed to having an environment where we form those relationships, but we cannot force anyone to make relationships that they do not want to build and it's a two way street. You work professionally as a professional organization, but we are not a regular club and org where everyone has to be friends and take cute photos together. On the Senate standpoint, that is something AJ and I had been really getting on top of for a while, was making sure that the Senate meetings were planned. To have it in November, it is honestly ridiculous, we have a very successful model for how things need to be done. We have two former Vice President of University of Affair sitting on this Board. We have the former Director of Programming, there are plenty of resources around you, but you need to ask and utilize those resources. I did want to touch on another stamp when you did mention that you did not feel like you are supportive for It's On Us. Please see this email from AJ back in July, she literally wrote a checklist on how to do this, she was last VP of University of Affairs, your predecessor. She explained how you were supposed to be do the event, and it has been done from the Summer. The reason why we are going to be voting for recommendation for removal is based on your performance, we do not believe it appears you are ready for ASI in this moment. It is not fair when you are not performing in this role, because your position is very important. You oversee Senators and you do host big campaigns such as It's On Us and Hey Be Nice. If you have not finished It's On Us right now, I am concerned because the next project is Hey Be



Nice and if you cannot finish this, that is very concerning. I do not see the work being picked up. Any other discussion?

**1:00:51**

VII. SPECIAL REPORTS:  
No special reports.

**1:00:55**

VIII. ROUND TABLE REMARKS  
No round table remarks.

**1:01:08**

IX. ADJOURNMENT at **12:04 PM**

Minutes approved by:

**Executive Vice President/Chief of Staff & Chair**

Name: Kabir Dhillon

  
-- ASStExecVP (Nov 17, 2021 15:42 PST)

Minutes approved on:

**11-17-2021**

Date:

