

STUDENT UNION BOARD OF DIRECTORS  
Personnel Committee Meeting Minutes  
May 9, 2016 at 10:00am in the Student Union Meeting Room 6

Members Present: Laura Sullivan-Green, Inderpal Kaur, Sameer Saran, Cathy Busalacchi,  
Kristin Kelly  
Members Absent: None  
Guests: Amy Guerra-Smith

CALL TO ORDER

Inderpal Kaur called the May 9, 2016 Personnel Committee meeting to order at 10:00am in Meeting Room 6 in the Student Union.

ROLL CALL

Inderpal Kaur asked Amy Guerra-Smith to do a visual roll call. Amy Guerra-Smith noted that she completed a visual roll call.

APPROVAL OF AGENDA FOR MAY 9, 2016

Inderpal Kaur asked for any changes needed to the May 9, 2016 Personnel Committee meeting agenda. Seeing no changes needed Ms. Kaur noted that the May 9, 2016 Personnel Committee meeting agenda was approved as presented by unanimous consensus.

APPROVAL OF FEBRUARY 22, 2016 MEETING MINUTES

Inderpal Kaur asked for any changes needed to the February 22, 2016 Personnel Committee meeting minutes. Seeing no changes needed Ms. Kaur noted that the February 22, 2016 Personnel Committee meeting minutes were approved as presented by unanimous consensus.

ACTION ITEMS

**I. Review and Approval of Amendments to SUSJSU403B Plan**

Kristin Kelly informed the Personnel Committee members that management is asking that the Personnel Committee approve the following amendments to the SUSJSU 403B Plan due to the Student Union subsuming the Associated Students' Campus Recreation department Ms. Kelly noted that the requested amendments are: that the date change to July 1, 2016; addition of the three full-time employees from sister organization; and the exclusion of any employees that are non-students who work less than "x" number of hours per year. Ms. Busalacchi noted that the Student Union worked with the employment attorney to survey the intermittent employees and the number of hours worked to arrive at the "x" amount of hours worked per year.

Laura Sullivan-Green moved to approve the amendments to SUSJSU 403B Plan as presented.

Sameer Saran seconded the motion.

VOTE ON THE MOTION: UNANIMOUS MOTION PASSED.

CLOSED SESSION ACTION ITEMS

**I. Review and Approval of Executive Director's Annual Performance Evaluation  
(CLOSED SESSION)**

Inderpal Kaur noted that the Personnel Committee were presented with the raw data from the Executive Director's Annual Performance Evaluation and that the committee discussed the results.

Inderpal Kaur reported that the Executive Director's Annual Performance Evaluation was approved as presented by unanimous consensus.

MEETING ADJOURNMENT

Inderpal Kaur noted that the May 9, 2016 Personnel Committee meeting was adjourned at 10:30am by unanimous consensus.

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