

**STUDENT UNION BOARD OF DIRECTORS  
Personnel Committee  
Meeting Minutes**

**February 17, 2017  
2:45pm in Student Union Meeting Room 6**

**Members Present:** Charlie Faas, Ellen Middaugh, Joseph Sandoval, Jared Garcia  
**Members Absent:** Sameer Saran  
**Guests Present:** Amy Guerra-Smith, Cathy Busalacchi

**CALL TO ORDER**

Joseph Sandoval called the February 17, 2017 Personnel Committee Meeting to order at 2:54pm in the Student Union Meeting Room 5.

**ROLL CALL**

Joseph Sandoval 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 FEBRUARY 17, 2017**

Joseph Sandoval asked for any changes to the February 17, 2017 Personnel Committee meeting agenda. Seeing no changes, Joseph Sandoval asked for any objections to approve the February 17, 2017 Personnel Committee meeting agenda as presented. Seeing no objections, Joseph Sandoval noted that the **February 17, 2017 Personnel Committee meeting agenda was approved as presented by unanimous consensus**.

**APPROVAL OF SEPTEMBER 20, 2016 MEETING MINUTES**

Joseph Sandoval asked for any changes to the September 20, 2016 Personnel Committee meeting minutes. Seeing no changes, Joseph Sandoval asked for any objections to approve the September 20, 2016 Personnel Committee meeting minutes as presented. Seeing no objections, Joseph Sandoval noted that the **September 20, 2016 Personnel Committee meeting minutes were approved as presented by unanimous consensus**.

**AGENDA ITEMS**

**1. Increased Minimum Wage and Its Effects on Budget and Entry Level Positions in the Organization**

Cathy Busalacchi informed the members of the Personnel Committee that there are two minimum wage increases. One effective July 1, 2017 and the other effective January 1, 2018. Cathy Busalacchi noted that the Student Union Wage Committee will look at all the student positions and the wage levels. Ms. Busalacchi also noted that the Wage Committee will also analyze how the minimum wage will affect the lowest paid full-time employee wages. Ms. Busalacchi noted that the Student Union is collaborating with the other auxiliaries to ensure we are all in alignment with student employee wages.

## **2. Possible Restructuring of the Organization**

Cathy Busalacchi noted that it has become apparent that because of the various projects and issues associated with these projects and coupled with the increase in the amount of facility space being managed, the Student Union is considering reorganizing employees to help facilitate the management of the facilities. Ms. Busalacchi noted that the Student Union will try to make the changes soon.

## **3. Student Success Initiatives for Retention and Graduation 2025**

Cathy Busalacchi noted that the Student Union is asking the managers to work with their student employees to help with the student success initiatives that the CSU Chancellor's Office has released to enhance graduation rates. The Student Union managers are committed to ensuring student success by creating incentives for our student employees to graduate. Ms. Busalacchi noted that she hopes this program will be finalized and in place to start in Fall 2017. Ellen Middaugh offered to help the Student Union with this initiative.

Joseph Sandoval asked for a motion to move the meeting into closed session.

**Jared Garcia motioned to move the meeting into closed session.**

**Ellen Middaugh seconded the motion.**

**VOTE ON THE MOTION:**

**4-0-0**

**MOTION PASSED.**

### **CLOSED SESSION ITEMS**

#### ***1. Personnel Item***

Joseph Sandoval reported that Cathy Busalacchi gave the Personnel Committee members an update on a personnel item.

### **MEETING ADJOURNMENT**

Joseph Sandoval asked for any other business. Seeing no other business, Joseph Sandoval asked for any objections to adjourn the February 17, 2017 Personnel Committee meeting. Seeing no objections, Joseph Sandoval noted that the **February 17, 2017 Personnel Committee meeting was adjourned at 3:23pm by unanimous consensus.**