

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL COMMITTEE  
MINUTES  
APRIL 13, 2016**

**I. Call to Order**

The meeting was called to order by Chair, Asia Johnson at 12:38 P.M.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Guests</b>
Elizabeth Durodola		
Asia Johnson (Chair)		
Kristen Pichler (Exec. Sec'y)		
Isaac Simon		
Nanki Singh		

**III. Approval of Agenda**

M/S/P (E. Durodola/I. Simon) to approve the Agenda of April 13, 2016.

**Motion passed 3-0-0.**

**IV. Approval of Minutes**

M/S/P (I. Simon/E. Durodola) to approve the Minutes of March 9, 2016.

**Motion passed 3-0-0.**

**V. Chair's Report**

Chair A. Johnson reminded the committee that the dates for elections for the USU Board of Directors and AS Senate have arrived. She encouraged every member to go out and vote. She also reminded the committee of Matador Nights and the USU Year End Celebration. She encouraged committee members to attend both events that are free to them. There will be a Board of Directors Emergency Meeting on April 18 at 12:30 p.m. She also wished Executive Secretary, Kristen Pichler, a happy birthday.

**VI. Action Items**

**A. Student Assistant Classification & Wage Schedule (Revised)**

M/S/P (I. Simon/E. Durodola) to approve the Student Assistant Classification & Wage Schedule effective June 19, 2016.

Kristen Pichler informed the committee that the Board of Directors approved an updated Student Assistant Classification & Wage Schedule in March, 2016. Subsequently however, when managers submitted their 2016-17 budget recommendations, total student hours were projected at about 16,000 hours more than what was budgeted in 2015-16. Upon further financial analysis it was determined that the fiscal impact of both the minimum wage increase and the proposed increase in student assistant hours, coupled with a host of other financial unknowns was concerning, and that revenue generation in the organization is not keeping pace with expenses. A more conservative financial approach is needed and therefore, an updated Student Assistant Classification & Wage Schedule is being proposed.

**Motion passed 3-0-0.**

**B. New Regular Part-Time Employment Position**

M/S/P (N. Singh/I. Simon) to approve the Fitness Supervisor position and salary range.

K. Pichler informed the committee that a 28/hour/week staff Fitness Supervisor position is being recommended to fill the current graduate assistant position in the Fitness & Wellness Department

at the Student Recreation Center. The staff position is being recommended because the number of hours needed to perform the responsibilities of the position is in excess of 20/hours/week which is the maximum the CSU permits a student assistant position to work during the academic semester. The current graduate assistant will be vacating her position in June and the staff position will not be filled until she leaves.

***Motion passed 3-0-0.***

**C. Salary Schedule for Regular (staff employment positions)**

M/S/P (I. Simon/N. Singh) to approve the updated salary schedule for Regular employment positions.

K. Pichler informed the committee that the CSU has recently increased the wage range for CSU positions. In order to maintain comparability with the CSU, the USU recommends approval of the presented updated salary schedule.

***Motion passed 3-0-0.***

**VII. Discussion Items**

**VIII. Announcements**

Executive Secretary, K. Pichler echoed Chair A. Johnson's invitation to attend Matador Nights and Year End Celebration. She said that the events are very fun and committee members are highly encouraged and welcomed to attend.

**IX. Adjournment**

Meeting was adjourned at 1:03 p.m.

Respectfully submitted,

Kristen Sievert Pichler  
Executive Secretary