



Personnel Committee Meeting Agenda

Meeting called by: ASI VP for Administration

Type of Meeting: Special

Date: October 27, 2020

Time: 3:15pm-4:15pm

Attendees: General Public and Committee Members

Location: Zoom Meeting <https://calstatela.zoom.us/j/91202172889>

- I. Organizational Items
 - A. Call to Order
 - B. Roll Call
 - C. Approval of the Agenda October 27, 2020
 - D. Approval of minutes for previous meeting October 11, 2020

- II. Public Comment: This time is allotted for the public to address the Board regarding items not included on the meeting agenda. Speaker cards are available for those wanting to speak on agenda items as listed below. Those comments will be heard as the item is introduced.

- III. Information Items
 - A. Midyear Evaluation Update
 - B. ED Search Committee Members

- IV. Discussion Item
 - A. Proposal for Student Assistant Staffing- The committee will discuss the proposal of the Office Manager regarding student assistant staffing.

- V. Action Item:
 - A. ED Position Description- The committee will review and approve the Executive Director Position Description

- VI. Reports
 - A. ASI Vice President for Administration
 - B. Representative from the University's Office of Human Resources Management
 - C. University Designee
 - D. Full Time Staff

- VII. Adjournment