



ASSOCIATED STUDENTS, INC.
CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

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Minutes
Personnel Committee
Monday, May 2, 2022 9:00 AM

This meeting is being facilitated through an online zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

- I. Called to order at 9:08 a.m. by Cindy Romro, Chairperson
- II. Roll Call
Voting Members Present: Jonathan Molina Mancio, Cindy Romero, Obioha Ogbonna, Christopher Handrix
Advisors Present: Rasheedah Shakoor, Michellena Lakey, Djeneba Ahouansou, Matthew Smith, and Brenda Mendez
Advisors Absent: Monica Ponce and Cecily McAlpine
- III. Approval of Agenda – Action Item
*M/Molina Mancio, S/Hendrix to approve the agenda as submitted
VOTE: UNANIMOUS
- IV. . Approval of Minutes (June 9, 2021) – Action Item
*M/Molina Mancio, S/Ogbonna to table the minutes of June 9, 2021
VOTE: UNANIMOUS
- V. Reports
Associate Director – Lakey announced all the new hires since the last Personnel meeting;
ASI: Student Graphic Assistant
Technology Assistant
Marketing and Public Relations Coordinator

CDC: CDC Director
3 Teachers
2 Associate Teachers
1 Teacher Coordinator /Internship Coordinator
CDC Office Manager
2 Student Maintenance Workers

Lakey further noted ASI two Front Desk Assistant and two Graduate Assistant positions still posted and accepting applications. Hopping to fill these positions by the end of June. She is also working with Foundation to correct the error in 5500 report on ASI administration employees. Look for a resolution coming soon to this committee.

ASI Executive Director – Shakoor noted April 7th, Lakey and her met with Employee Group, Outside Consultation Analysis Group to discuss ASI. They also completed two desk audits for ASI staff.

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ASI Executive Vice President – Romero noted there are two more Organizations Commission meetings she would like to delegate the last meeting as end of the year celebration. She also chairs the CDC Standing Committee meeting they have an action item on the next agenda to approve increase to CDC tuition.

VI. Open Forum – Agenda Items Only

Time for members of the audience to address the Committee on specific agenda items only. None

VII. Unfinished Business – None

VIII. New Business

A. Updating ASI Handbook – Action Item

The Committee will review updates to the ASI Employee Handbook

Lakey went over changes made by Governor Newsom, added parent-in-law care in assembly bill 1383. she is asking the committee to consider this amendment added to ASI employee Handbook.

*M/Hendrix, S/Molina Manco to approve update to the ASI Employee Handbook.

VOTE: UNANIMOUS

B. Executive Director Evaluation – Action Item

The committee will receive information from ASI President regarding ASI Executive Director Evaluation.

(Closed Session – Pursuant to California Education Code 89307(c)(1))

*M/Hendrix, S/Molina Manco to move into closed session.

VOTE: UNANIMOUS

*M/Hendrix, S/Molina Manco to come out of closed session.

VOTE: UNANIMOUS

Romero noted the committee went over ASI Executive Director evaluation provided by ASI President and it was approved. Lakey noted it was a positive evaluation.

C. General Salary Increase – Action Item

The Committee will consider a general salary increase for all eligible non-student staff for the 2022-2023 fiscal year

(Closed Session – Pursuant to California Education Code 89307(c)(1))

Romero noted the committee has approved 2% increase for non-student staff salary effective July 1st.

*M/Hendrix, S/Molina Manco to move into closed session.

VOTE: UNANIMOUS

*M/Hendrix, S/Molina Manco to come out of closed session.

VOTE: UNANIMOUS

Romero noted the committee has approved 3% increase for eligible non-student staff salary effective July 1st.

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D. Personnel Analysis – Action Item

The Committee will consider recommendations from ASI Associate Director regarding results from recent Desk Audits and Compensation Analysis (Closed Session – Pursuant to California Education Code 89307(c)(1))

*M/Hendrix, S/Molina Manco to move into closed session.

VOTE: UNANIMOUS

*M/Hendrix, S/Molina Manco to come out of closed session.

VOTE: UNANIMOUS

The committee passed an incremental four year plan for equity increases to the Executive and Associate Director salary, and a ten percent salary increase for the Finance & Business Service Finance Manager.

IX. Open Forum – Discussion Item

Time for members of the audience to address the Committee.

Shakoor noted there is one retiree who has declined medical and would keep vision and dental. Ahouansou expressed her gratitude for the increase. Shakoor thanked her for the hard work at CDC.

X. Adjournment

Meeting adjourned at 10:12 a.m.

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