

STUDENT UNION BOARD OF DIRECTORS

PERSONNEL COMMITTEE

Meeting Minutes

November 8, 2023

10:30 AM - 11:30 AM

In-person: Student Union Building, Conference Room 6

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| Voting Members Present: | Kathryn Blackmer Reyes, Dr. Sonja G. Daniels, Logan Meline, Jeet Parekh |
| Voting Members Absent: | Emran Azimi |
| Updated Attendance: | Emran Azimi updated to present at 10:36 AM |
| Non-Voting Member Present: | Timothy J. Banks, Ryan Fetzer, Jerry Darrell, Jayeesh Tarachandani (Board Member Trainee) |

I. CALL TO ORDER

Director Meline called the meeting to order at 10:32 a.m.

II. ROLL CALL

Director Meline asked Kelly Goldsmith to take roll. Kelly Goldsmith completed a verbal roll call.

III. APPROVAL OF NOVEMBER 8, 2023 AGENDA

Director Meline asked for any changes to the agenda.

Recommendation made to remove item V.B. Approve the 2024 Student Union Holiday Calendar. The University has not approved their 2024 holiday calendar yet.

Director Meline asked for a motion to approve the agenda with the changes.

Director Parekh motioned to approve the agenda with the changes; Director Daniels seconded the motion.

Vote on the Motion: 4-0-0 Motion Passed

IV. APPROVAL OF OCTOBER 11, 2023 MEETING MINUTES

Director Meline asked for any changes to the minutes.

Director Meline asked for a motion to approve the minutes as presented.

Director Meline motioned to approve the meeting minutes as presented; Director Daniels seconded the motion.

Vote on the Motion: 4-0-0 Motion Passed

V. DISCUSSION/ACTION ITEMS

A. Approve Revisions to the Student Union Board of Directors Education Support Expense Policy

The prorated amount language was updated based on the discussion from the October 11th committee meeting. The Committee requested changing "board meetings" to "regular meetings" in this section to align with language in the Bylaws and to also remove the example calculation language.

Director Meline asked for a motion.

Director Meline motioned to approve revisions to the Student Union Board of Directors Education Support Expense Policy with the recommended changes; Director Parekh seconded the motion.

Vote on the Motion:

5-0-0

Motion Passed.

B. Approve the 2024 Student Union Holiday Calendar

Item pulled during the approval of the agenda

VI. DISCUSSION ITEMS

A. Review Catastrophic Leave Donation Program

Mr. Darrell reviewed the Catastrophic Leave Donation Program draft document and answered questions from the Committee. The Committee did not have any changes so it will be brought back for approval at the next committee meeting.

B. Student Board Member Fall Recruitment for Spring 2023

Two board members will be resigning from the board in December. The Committee discussed the marketing strategy and application window. The Committee agreed the application window will be November 13th through November 27th.

C. 2024 Recruitment Timeline for New Student Board Members

The Committee discussed the spring recruitment window and agreed applications will be accepted January 22nd through February 22nd.

VII. CLOSED SESSION

The Committee did not require a Closed Session.

VIII. REPORT OUT OF CLOSED SESSION

Closed session was not required.

IX. MEETING ADJOURNMENT

Director Parekh asked if there were any objections to adjourning the meeting. Hearing no objections, the meeting was adjourned at 11:30 a.m.