

**STUDENT UNION BOARD OF DIRECTORS  
PERSONNEL COMMITTEE**

**Meeting Minutes  
September 28, 2021  
4:00 PM**

**This is a hybrid meeting.**

**In-person: Student Union Inc. Building, Conference Room 6  
Telecommute meeting by Zoom Video Conference.**

*This meeting was facilitated in person and through an online Zoom format.*

**Voting Members Present:** Isaiah Andrews, Dr. Sonja G. Daniels, Charlie Faas, Joshua Reyes

**Voting Members Absent:** None

**Non-Voting Members Present:** Tamsen Burke, Ryan Fetzer, Timothy Banks

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**I. CALL TO ORDER**

Director Reyes called the meeting to order at 4:03 p.m.

**II. ROLL CALL**

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

**III. APPROVAL OF SEPTEMBER 28, 2021 AGENDA**

Director Reyes asked for a motion to approve the agenda.

**Director Andrews motioned to approve the September 28, 2021 Personnel Committee Meeting agenda with the recommended change; Director Reyes seconded the motion.**

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

**IV. APPROVAL OF SEPTEMBER 13, 2021 MEETING MINUTES**

Director Reyes asked for a motion to approve the September 13, 2021 meeting minutes.

**Director Andrews motioned to approve the September 13, 2021 Personnel Committee Meeting minutes as presented; Director Daniels seconded the motion.**

**Vote on the Motion: 3-0-1 Motion Passed**

Yes: Director Andrews, Director Daniels, and Director Reyes

Abstain: Director Faas

**V. DISCUSSION**

- a. Rescind the Governor's EO (Executive Order) N-29-20- Meeting Structure(s) after September 30 Updates**

Tamsen Burke explained that this was taken to the Student Union Board of Directors meeting and the Board agreed to continue with the hybrid board meetings. It was

anticipated that EO N-29-20 would expire on September 30, 2021. Notice was received that Governor Newsom signed into law SB 361 on September 16 which changes the meeting structure. She provided an overview of the changes to the meeting structure and the requirements if Board members are attending meetings virtually. As per our corporate attorney, the Student Union follows the Brown Act and not the Romero Act. The Romero Act is for student body organizations which is slightly different from the Student Union Inc.

**b. By-Laws - Article IV - Board of Directors - Number of Directors to the Student Union Board of Directors**

Director Reyes read Article IV, Section 1 of the bylaws. At the last Personnel Committee meeting the Committee considered adding three more student representatives to the Board. This would allow for five members to sit on the Finance Committee, the Personnel Committee, and the Facilities and Programs Committee.

Ms. Burke explained that in order to have a quorum or meet the expectations of one third, the student Board of Directors need to be on two committees each as well as the Board of Directors. The current ratio of two students and one Ex-officio is the minimum allowable to make good decisions. The desire that is being expressed from the current students is that they would like to increase the number of student positions on the board.

Director Faas explained that on other committees across the University, he has made it mandatory that at least one student is at every committee meeting. He feels the quality of the board members is much more important than the assignments and adding more is not always the answer.

Director Daniels clarified that what she is hearing is that our student board members are starting to be spread rather thin. In her experience over the past six years, the committees have become much more robust in terms of the depth and the conversations that are happening within the Student Union. She suggested looking at other larger CSU campuses to see what their current board compositions and numbers are. She asked the Board to also consider who they define student involvement.

Director Andrews stated that adding more student board members would take some of the pressure off of the current student board members. This would allow the students to be better prepared for meetings and less anxious. Only having one student board member at a committee meeting means that one student is representing all students and that is a lot of pressure. He feels overall that there needs to be more student representation.

Ms. Burke explained that historically the Student Union board of directors and committee members have always had a majority of student representation rather than ex-officios or faculty members.

Director Daniels stated that she is in the mindset of having our student board members in the roles of chair and vice chair. Our goal is to help train and educate students and advocate so they have a voice.

Director Faas discussed an option of having a quorum for students. The minimum student quorum number needs to be greater than the number of non-student board members so you would never have a meeting with a majority of non-student board members.

Ms. Burke confirmed with Director Daniels that she would like to have more data before she would be ready to make a decision. She will research other student unions that are comparable in size to San Jose State but also smaller schools to get a comparison. She will also look at the makeup of the board.

**c. By-Laws Article VI, Section 1, Committees: Student-at-Large Positions**

Ms. Burke will put together a presentation for a future meeting.

**d. Salary Survey Updates**

Ms. Burke explained that NIRSA (National Intramural Recreational Sports Association) is a governing national organization for recreation professionals. She is looking at NIRSA's recent salary survey to compare our positions. She discussed the current structure of the Student Union and that there are several different manager and supervisor titles. Some of these titles are not listed on the salary survey done by NIRSA. Part of our survey will be to align our positions with the structure of the national organization and then look at the data for the salaries of those positions. We are also looking at ACUI (Association of College Unions International), AOA (Auxiliary Organizations Association) salary surveys and how those positions pair up with the CSU, including SJSU. We have the survey data from NIRSA and ACUI and should have the data from the AOA survey sometime this fall. All the data will be put together and presented to the Personnel Committee.

The Board discussed including in the data, the number of employees, salaries comparable to the Bay Area, and how the ranges may shift.

Ms. Burke asked the Committee for feedback to better understand the alignment around instructors and club sport coaches. Does the CSU have a comparable list of positions based on independent contractors that might align with some of the Student Union positions?

Dr. Daniels stated that group fitness would be a unique independent contract and that the University typically brings someone in on a temporary basis or as an intermittent hire. Mr. Faas suggested looking at San Francisco State or East Bay to see what they are paying their coaches and independent contractors. Kristine Kirkendall clarified that SRAC does not have any independent contractors for fitness and that those are only used for special events. Each club negotiates with the coaches on what the pay will be, based on what the club can afford.

Dr. Daniels stated that there needs to be an equity review done to look at who can afford to pay and who can't afford to pay to participate and also what is going to exist in a club sport model and recreation team model. An assessment needs to be done and then put forth what the needs are for funding.

The Board discussed the timeline of the salary survey which included having it completed no later than July 1, 2022. Ms. Burke clarified that recommendations will need to go through the Personnel Committee, the Finance Committee, and then to the Board of Directors for final approval as part of the budget.

**e. Board of Director Designee Appointment for Facility and Programs Committee**

Director Faas requested that Traci Ferdolage, Senior AVP, Facilities Development & Operations, be his designee and a voting member of the Facilities and Programs Committee. He discussed Ms. Ferdolage's background, skillset, and the impact she could have on the committee. Director Daniels also stated that Ms. Ferdolage is very student centered and focused and that she considers how things can be successful for all parties involved.

## **VII. ACTION ITEMS**

**a. Approve and Recommend Changes to By-Laws - Article IV - Board of Directors - Number of Directors to the Student Union Board of Directors**

Director Reyes asked for a motion to table this item.

**Director Daniels motioned to table item; Director Andrews seconded.**

**Vote on the Motion: 3-0-1 Motion Passed**

Yes: Director Andrews, Director Daniels, and Director Reyes

Abstain: Director Faas

**b. Approve Board of Director Designee Appointment for Facility and Programs Committee**

Director Reyes asked for a motion to approve Traci Ferdolage as the designee appointment for the Facilities and Programs Committee.

**Director Andrews motioned to approve the recommendation; Director Daniels seconded.**

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

Director Reyes asked for a motion to move the meeting to closed session.

**Director Reyes motioned to move the meeting to closed session; Director Andrews seconded the motion.**

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

## **VIII. CLOSED SESSION- PERSONNEL**

Director Reyes reported that there was no action taken in closed session.

## **IX. MEETING ADJOURNMENT**

Director Reyes asked for a motion to adjourn the meeting.

**Director Daniels motion to adjourn the meeting; Director Faas seconded.**

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

**Meeting adjourned at 5:10 p.m.**