

**STUDENT UNION BOARD OF DIRECTORS  
PERSONNEL COMMITTEE**

**Meeting Minutes  
April 6, 2022  
3:00 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, Kathryn Blackmer Reyes, 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 3:03 p.m

**II. ROLL CALL**

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

**III. APPROVAL OF APRIL 6, 2022 AGENDA**

Director Reyes asked for a motion to approve the agenda.

**Director Andrews motioned to approve the April 6, 2022 agenda; Director Faas seconded the motion.**

**Vote on the Motion: 5-0-0 Motion Passed**

**IV. APPROVAL OF MARCH 2, 2022 MEETING MINUTES**

Director Reyes asked for a motion to approve the meeting minutes.

**Director Daniels motioned to approve the March 2, 2022, Personnel Committee meeting minutes; Director Blackmer Reyes seconded the motion.**

**Vote on the Motion: 5-0-0 Motion Passed**

**V. DISCUSSION ITEM**

**A. SU Bonus Policy**

Ms. Burke explained there are a number of staff fulfilling multiple roles and staff who have received advanced degrees. It is important for the Student Union (SU) to consider a bonus policy for its employees. She discussed the details of the policy which included this would be one-time money and not a permanent increase to the base salary, and where the policy aligns with the university and CSU policies. Individuals could be awarded based on performance, recruitment, retention, or educational advancements. There would be an Executive Director

approval process and the source of funding would be part of the annual budget allocation.

The committee discussed the policy and that Associated Students are currently in the process of also drafting a bonus policy, which has been reviewed by the Vice President of Student Affairs. There was concern raised about consistency and that some of these policies need to be thought through with University Personnel. The SU does not have to follow CSU policy to recognize its employees but similar to salary increases, things have closely mirrored the university.

Ms. Burke answered questions from the committee which included the policy would provide an opportunity for compensation for individuals willing to take on extra work that is out of the scope of their current position description. A proposal for compensation would need to be reviewed and approved before a project is started. The compensation percentage was determined not only on the scope of a project, but also on the amount of time needed outside of the individual's regular responsibilities to complete the project.

The committee requested more details on why specific roles were noted in the policy and information on the amount of compensation other auxiliaries are paying based on their bonus policies.

Director Reyes recessed to Closed Session at 3:30 p.m.

**VI. CLOSED SESSION**

**A. Salary Survey**

**B. Personnel Matters: Student-at-Large Applicants Interviews**

**VII. REPORT OUT OF CLOSED SESSION**

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

**VIII. MEETING ADJOURNMENT**

Director Reyes asked if there were any objections to adjourning the meeting. Hearing no objections, the meeting was adjourned at 4:40 p.m.

The Student Union Board of Directors is a public body, and members of the public have a right to attend and participate in its meetings. This schedule is established as a best approximation of how long each scheduled meeting will take to complete its business. Depending on the length of the discussions, which are not possible to predict with precision in advance, the scheduled meeting times indicated may vary widely. The public is advised to take this uncertainty into account in planning to attend any meeting listed on this schedule.