

**STUDENT UNION, INC. BOARD OF DIRECTORS
PERSONNEL COMMITTEE**

**Special Meeting Minutes
November 18, 2025
12:30 PM - 1:15 PM**

In-person: Student Union Building, Conference Room 6

Voting Members Present: Aniya Dogra, Kathryn Blackmer Reyes, Mari Fuentes-Martin, Ed.D.

Voting Members Absent: Siya Johal

Non-Voting Member Present: Jon Tucker, Mitchell Veloso-Madison

I. CALL TO ORDER

Director Dogra called the meeting to order at 12:32 p.m.

II. ROLL CALL

A verbal roll call was completed. Quorum met.

III. APPROVAL OF NOVEMBER 18, 2025 AGENDA

Director Dogra asked for any changes to the agenda.

Request made to add a Closed Session for personnel matters.

Director Dogra asked for a motion to approve the agenda with the change.

Motion: Director Fuentes-Martin motioned to approve the agenda with the change.

Second: Director Blackmer Reyes

Vote: 3-0-0. Motion Passed.

IV. DISCUSSION AND ACTION ITEMS

A. Finalize the Executive Director's 6-Month Review Process

Director Fuentes-Martin presented draft evaluation materials, including sample documents from San Diego State, and proposed a simple mid-year evaluation tool focused on organizational goals, performance categories, and progress since Mr. Tucker began in March. The committee agreed that the six-month review would serve as an initial "pulse check," while a more comprehensive assessment, documenting accomplishments and areas still in progress, will be completed in the spring. Key performance areas for the evaluation include leadership and vision, financial and operational management, stakeholder and campus relations, staff leadership, and progress on previously established goals. Committee members will review the draft instrument and submit comments in the shared Google document by Friday at 5 p.m.

The committee also discussed the need for a formal evaluation policy and consistent annual review calendar, noting that past practices have been inconsistent and existing personnel documents are outdated. Staff are revising the employee handbook and developing a broader performance review process for all employees, which may eventually include the Executive Director's evaluation cycle. The goal is to establish clear expectations, fiscal-year-aligned timelines,

and a structured system for future annual reviews.

Director Dogra moved to Closed Session

V. CLOSED SESSION

VI. REPORT OUT OF CLOSED SESSION

Director Dogra reported that there was no action taken by the Committee in Closed Session.

VII. MEETING ADJOURNMENT

Director Dogra asked for a motion to adjourn the meeting.

Motion: Director Fuentes-Martin motioned to adjourn the meeting.

Second: Director Blackmer Reyes

Vote: 3-0-0. Motion Passed.

The meeting adjourned at 1:20 p.m.