

Personnel Committee Meeting Minutes of April 5, 2021

I. CALL TO ORDER at **1:01 PM**

II. ROLL CALL

Present: Eurídice Pamela Sanchez, Desiree Cuevas, Omer Shakoor, Brittney Golez, Kabir Dhillon, Erik Pinlac, Martin Castillo, Kristopher Disharoon

Absent: Anjelica de Leon

III. ACTION ITEM - **Approval of the Agenda**

Move to approve the agenda by K. Dhillon, second by B. Golez, agenda **APPROVED**.

IV. ACTION ITEM - **Approval of the Minutes of February 17th & March 17th, 2021**

Move to approve the minutes of February 17th, 2021 and March 17th, 2021 by

K. Dhillon, second by **O. Shakoor**, minutes **APPROVED**.

V. PUBLIC COMMENT – **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**

Nicholas Brandao states that it is nice seeing everyone and hopes that everyone had a good spring break.

3:01

VI. UNFINISHED ITEMS:

A. ACTION ITEM – **ASI Board Member Concerns**

The Personnel Committee will take action on assigning the ASI Director of Wellness a task list **Move** to sanction the Director of Wellness this sanction elevated to a level two violation by **K. Dhillon**, second by **B. Golez**.

K. Dhillon states that the reprimand in this case for this concern should be a level two sanction. We hand out level two sanctions when it is a severe issue and it provides more support and a performance improvement plan, which is necessary in this case. I noticed that Nicholas Brandao’s task list for spring was not completed and to me, it is a red flag. It should have been done in the beginning of the semester. There has been no communication this semester thus far.



O. Shakoor states that with the level two, there will be assistance for Nicholas Brandao. It will benefit him for the rest of the year as well as whoever his predecessor is. **B. Golez** states that she agrees with everyone. Although it feels as though Nicholas Brandao is being singled out, I do not want anyone to feel as though this is what the Personnel Committee does. You are not alone and everyone has had their moments. Take all of the feedback from the previous meeting and apply it to the rest of this year. **Nicholas Brandao** states that the level two sanction does provide him with support. I appreciate everyone allowing me to receive the support I need. I want to ensure that my predecessor does not make the same mistakes I made. **O. Shakoor** states that with being virtual, no one expected to be in this situation as well. You were doing the best that you could in these times and with our assistance, we can finish out the year strong.

5 Ayes.

D. Cuevas states that she will send Nicholas Brandao an email after the meeting explaining the next process for a level two sanction. **Nicholas Brandao** thanks everyone for the feedback.

8:54

B. ACTION ITEM – ASI Board Member Concern

The Personnel Committee will take action on assigning the VP of Finance.CFO a task list.

Move to issue no sanction to the Vice President of Finance by **K. Dhillon**, second by B. Golez.

K. Dhillon states that looking at the previous meeting, many of the concerns were not communicated. Professional staff was not communicating with O. Shakoor and he did not receive his mid-year evaluation. With the board assistants, communication was not clear on their end as well. O. Shakoor was not given a warning that his communication was lacking in some areas. I do not think a sanction is necessary. O. Shakoor, moving forward, speak to the professional staff, Doris Lagasca, and board assistants to see how frequently you should communicate with them. All of these communication issues should be addressed in the beginning of the year and it is not okay to address them now.

E. Pamela Sanchez states that she has questions regarding the agenda. I know that it says action on assigning a task list. Is that what it said when it was a discussion item? **D. Cuevas** states that when it was a discussion item, it was generic. Since there was no conversation of sanctioning any of the board members, it was easier to create a task list. Certain committee members want to take a different route. **E. Pamela Sanchez** asks if they are allowed to take action on that if that is not what was originally said? **K. Dhillon** states that with Personnel, the description is that a sanction is taken on whatever the concern is. The issue can be issuing a sanction or a reprimand. In this case, I disagree with issuing a task list. If you agree with this motion, it can



be voted down. The motion can be changed later. **E. Pinlac** states that the item was listed as it was on the previous agenda. The only thing that is different is the description below it. We did try to fix the communication from the staff's end and there were challenges throughout the first semester. There have been improvements. O. Shakoor has a meeting with Sneha Sharma and I meet with him every other week. **O. Shakoor** states that on his end and communication with professional staff, he believes that with having standing meetings set, club and graduation funding can be completed. I can also prepare my predecessor for next year. **E. Pamela Sanchez** asks if it would be possible to restate the motion before voting. **D. Cuevas** states that the motion is not to sanction O. Shakoor.

4 Ayes, 1 Abstaining, O. Shakoor not sanctioned.

D. Cuevas states that she will email O. Shakoor after the meeting to close this out and to schedule a meeting to review the board evaluation.

16:55

C. ACTION ITEM – ASI Board Member Concern

The Personnel Committee will take action on assigning the ASI President/CEO a task list.

Move to sanction the President/CEO the sanction being a level one by

K. Dhillon, second by **B. Golez**.

K. Dhillon states that with this concern, during the last meeting, there were concerns mentioned regarding E. Pamela Sanchez's communication with board members. E. Pamela Sanchez did have the opportunity to provide insight as to why she was not communicating. The reason why I believe a level one sanction should be issued is that a lot of the communication to the President is time sensitive. It is necessary to communicate frequently. I also want to recognize how E. Pamela Sanchez struggled with taking on two executive roles. Factoring everything in, it should be a level one sanction. E. Pamela Sanchez, if you feel strongly against this sanction, you have every right to appeal it.

E. Pamela Sanchez states that she agrees with K. Dhillon. Many of the emails I received were time sensitive. It was a bit overwhelming, but at the same time I understand that a lot is expected from me and there is a lot to do. I hear everyone and I am ready to finish the year strong. With having D. Cuevas here, I can focus on my responsibilities. I did share a draft of my task list in the Drive and it is updated. It talks about checking my email every day, even on my days off because they accumulate. I appreciate you all for being professional and holding me accountable because it is not easy. **M. Castillo** states that he is trying to understand the difference between this motion and the previous motion. To me, it seems very similar. With E.



Pamela Sanchez covering two positions, I can understand that there was potential lack of communication. **K. Dhillon** states that there should be a level one sanction or no sanction at all. The communication was time sensitive and it was necessary for the communication to happen when it was supposed to. I recognize the fact that E. Pamela Sanchez was overwhelmed. There needs to be accountability. I am leaning towards having a sanction.

E. Pamela Sanchez states that she wants to be transparent. My items are more important, but it feels strange. I know I voted for no sanction. I want to understand why it is different with me. Is this a way of punishing me for something I did or preventing something from happening? I placed this on my task list and will ensure that it does not happen again. Is this a punishment or preventative? **D. Cuevas** states that in Personnel, the goal is not to punish anyone. The overall goal is to bring awareness so that it does not occur again in the future.

M. Castillo states that communication is time sensitive regardless of what position a person is in. If the staff was saying things about O, Shakoor and E. Pamela Sanchez, all of it was time sensitive. My vote will be based on that.

B. Golez states that she would like to explain why she feels different about these two situations. I did have side conversations with O. Shakoor to discuss why he is being sanctioned and why professional staff feels like they were not being communicated with regarding having meetings. From what O. Shakoor told me, there were meetings that were cancelled on the professional staff's end and no reason was given. They would not reach out to O. Shakoor to reschedule the meetings. With the absence of these meetings comes with the absence of communication. It seems as though O. Shakoor was placed on the chopping block for no reason. Taking on the vice president of finance role, he was not aware of the type of communication that is needed. In the last meeting, certain facts were not brought to light. Again, this is second hand information. I am not calling anyone a liar. It is difficult when there are two versions of what happened. In

O. Shakoor's situation, it was not only his fault. In this situation, E. Pamela Sanchez openly admitted to not checking her emails. The conversations that happened outside of Personnel is what suited my opinion of this. **K. Dhillon** states that he agrees with B. Golez. There needs to be better communication with professional staff and the board. This has been the trend with these issues.

E. Pinlac states that he is going to defend the staff in this situation. There are emails that communicate that meetings need to happen. All of these emails can be accumulated. In regards to O. Shakoor's situation, there are emails that were sent. The staff is not to be fully blamed for this. There was communication on both ends. None of us are accustomed to working virtually.



I predicted this happening. I do see that the mistake was on both ends. If there were meetings canceled and no explanation was provided, it can be reviewed. **E. Pamela Sanchez** states that she wants to clarify why she was open about the email situation. When D. Cuevas and E. Pinlac spoke to me days before the Personnel meeting, I was told that email communication was the main reason why this was being mentioned. I receive five hundred emails a day and mistakes will happen. Attendance wise, I try to attend everything. I am taking eighteen units. I was told that I was being brought up just for emails. It is interesting that there are conversations outside of Personnel and no one has reached out to me to receive information about this item. I did not have the opportunity to have side conversations with people individually. I thought I was being brought up for emails and not for task lists. I cannot share every detail of what happened. If there are any questions, please let me know. **M. Castillo** states that everyone has had the hardest year possible because everything is virtual. I hope no one is taking personal offense to this. This is a great discussion and it is great to hear different opinions. I hope that you all remember to give yourselves a break because it was an odd year. There are some things that we would have hoped to happen earlier, but did not happen at all. I agree with E. Pamela Sanchez. We are at a point where we need to vote. **B. Golez** states that the committee can vote. K. Dhillon states that he changed his mind. In the next Personnel meeting, we should have a discussion about communication from professional staff. Their communication has not been present.

E. Pamela Sanchez states that she does not feel comfortable appealing the sanction because she doesn't want it to go to the board. It will bring in more opinions and more conflict. **B. Golez** states that it is a good point to mention that Personnel is not here to punish anyone. If our end goal is to ensure that we are doing better, especially when constructive criticism is being brought to light, as long as issues are fixed, I have no problem not issuing a sanction. I am ready to vote if everyone else is. Keep in mind that this is constructive criticism and it should be taken seriously. If any issues are brought up, it is an opportunity to improve yourself not only in ASI, but for the remainder of our lives.

4 Nays, 1 Abstaining, E. Pamela Sanchez will not receive a level one sanction.

D. Cuevas states that she will be emailing E. Pamela Sanchez to ensure that there is clear communication.

34:27

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM – **ASI Senate Appointment**



The Personnel Committee will discuss the interviewed applicants for the appointment of the ASI Senator of Online Students.

D. Cuevas states that A. de Leon could not attend the interviews. K. Disharoon attended the second interviews and E. Pamela Sanchez was there as well. There were two candidates, Zandrae Chan and Tyler Luevano. Both applicants were well equipped to take over the position and both have not been involved in ASI. Zandrae Chan is a part of the Orientation team and she is the president for Letters for Hope on campus. She had good insight of what it means to be a student leader on campus. In regards to being a Senator in ASI, she is lacking information there. We need someone who can step up to the plate and be ready. Tyler Luevano is a peer academic coach and is a part of Letters for Hope. He wants to focus on mental health and create an online event. Both candidates were in the ASI election. They were both confused on what it means to be an ASI senator, but Tyler Luevano was the most prepared candidate. **K. Disharoon** states that he thought Tyler was well prepared for the interview and being on the board next year, it will be a great introduction for him. I gave him high marks on my rating sheet. **D. Cuevas** states she and A. de Leon did give Tyler Luevano high regards.

38:24

VIII. SPECIAL REPORTS:

No special reports.

IX. ROUND TABLE REMARKS

E. Pamela Sanchez states that the transition retreat is being planned soon. D. Cuevas, I am not sure if you shared the date with everyone yet, but it will be at the end of the month.

B. Golez asks if banquet is the same as the transition retreat.

D. Cuevas states that the banquet has its own date, which is before finals week and the transition retreat will be the last Friday of April, which is the 29th.

E. Pamela Sanchez states that she will be sending the letter with the newly elected ASi candidates to President Sandeen tomorrow. Everything should be finalized by the end of the week.


X. ADJOURNMENT at **1:42 PM**

Minutes Reviewed by:

Executive VP/ Chief of Staff

Name: Dessiree Cuevas




Dessiree Cuevas (Apr 29, 2021 21:31 PDT)

Minutes Approved On:
4-28-2021
Date:

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