

**Personnel Committee Meeting Minutes of April 28, 2021**

- I. CALL TO ORDER at **1:01 PM**
- II. ROLL CALL  
**Present:** Dessiree Cuevas, Omer Shakoor, Anjelica de Leon , Brittney Golez, Kabir Dhillon, Martin Castillo, Erik Pinlac  
  
**Absent:** Euridice Pamela Sanchez, Kristopher Disharoon
- III. ACTION ITEM - **Approval of the Agenda**  
**Move** to approve the agenda by **K. Dhillon** second by **O. Shakoor**, agenda **APPROVED**.
- IV. ACTION ITEM - **Approval of the Minutes of April 5th, 2021 & April 14th, 2021**  
**Move** approve the minutes of April 5th and April 14th by B. Golez, second by **K. Dhillon**, 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.**  
No public comment.
- VI. UNFINISHED ITEMS:  
No unfinished items.
- VII. NEW BUSINESS ITEMS:
  - A. DISCUSSION ITEM – **ASI Sustainability Affairs Committee Concern**  
The Personnel Committee will discuss the concerns of the ASI Sustainability Affairs Committee in regards to not having any meetings this school year.  
**D. Cuevas** states that this is something that she noticed on the ASI website. There have been no minutes or agendas posted for the Sustainability Affairs Committee. I did get into contact with Kea Kaholoa'a to figure out what was going on.  
**Kea Kaholoa'a** states that initially, Hoang Dao was helping with forming the committee. When he left, there was only one person on my committee. The full



committee was not formed until February. After E. Pamela Sanchez scheduled a meeting to discuss everything, I was still lost. I sent my agenda to Hoang Dao and one was completed, but he told me that I could not send it out until my two members were appointed. I spoke to sneh Sharma and she informed me that they could fill out the vendor form. I tried to hold a meeting after D. Cuevas and I created an agenda. I was told that I could not hold a meeting because my committee members do not have their vendor forms. I informed my committee members that I understand that we are all busy. One committee member texted me that she cannot attend the meeting because of work. I told her that the meeting is only thirty minutes. I did have events this year. I have been in communication with Sneh Sharma and she called me this morning. I believe she is waiting for the committee to finish the vendor forms. I did send in my agenda ten days prior and I also sent in another one. I asked my committee members to please attend the meeting. **D. Cuevas** states that she did meet with Kea Kaholoa'a. We reviewed how to write an agenda and chair a committee. She is better prepared for this. There are policies to follow. **E. Pinlac** states that Sneh Sharma sent the agenda back to Kea Kaholoa'a because there is some incorrect information on there that needs to be addressed. I do not believe that it has anything to do with filling out the vendor data request forms. It has something to do with them getting paid. The committee can still meet, but if they do not submit their paperwork, they do not get paid. If you have not sent the agenda back to Sneh Sharma, I would request you to do so before the deadline for meetings. **K. Kaholoa'a** states that she understands. The agenda was returned because I did write 2020 instead of 2021 for approval of the agenda. I need to send it back to her. I sent the agenda to the wrong Nikita. **O. Shakoore** states that he was in K. Kaholoa'a's position last year. I struggled with finding members and I resulted in recruiting my roommates. Finding people for the Sustainability Affairs committee can be quite difficult. In your transition binder for next year, you can include the policies for committee quorums. If you know it is difficult to have three people meet, you can edit the quorum amount on the document. This way, meetings would be much easier. I know it is close to the end of the year, but I encourage you to host at least one meeting to fulfill your obligations to your role. I was in your position once and I



i know it is difficult. **K. Kaholoa'a** states that she remembered that someone also changed the amount of committee members for their committee. I know if I decrease the amount of committee members, it would be easier. For the next transition, I do want to inform my successor. I had friends join my committee and they were more than happy to help me organize my town hall through facetime. I met with multiple people separately. I did not realize that it breaks committee codes. We are trying to meet, but I will need to move the meeting back because I have to send the agenda five days prior.

**D. Cuevas** states that she does not want Kea Kaholoa'a to view Personnel as a punishment, this is a warning opportunity. **E. Pinlac** states that he did list the agenda for the Fall retreat meeting. Were you there, Kea Kaholoa'a for the second retreat? **Kea Kaholoa'a** states that she did not fill the form that E. Pinlac sent. I had to leave early. E. Pinlac states that they reviewed everything during the fall retreat. I am trying to make sure that we did go over everything. On the agenda, it said you were a co host. Kea Kaholoa'a states that she understands and that it was difficult trying to do something for the first time. **K. Dhillon** states that there was a presentation during retreat about this. The portion about chairing and working on agendas was cut short due to the lack of time. You have done well with your work, but the only issue is the Sustainability committee. **Kea Kaholoa'a** states that she did not want to continue to ask questions when the rest of the Board was familiar with chairing. **E. Pinlac** states that they will need to make it approachable for people to ask questions. I am always open to assisting others. There are certain Board members that I met with to make sure they had everything in order. Just ask for help. We are not here to see people fail. We want to elevate everyone. Please do not be afraid to ask for help. **D. Cuevas** states that action will not be taken until the next meeting. I suggest we sanction Kea Kaholoa'a a level one. A sanction one is a written warning.

16:30

**B. DISCUSSION ITEM – ASI Board Member Concern**

The Personnel Committee will discuss the recent concerns of the ASI Senator of CBE.

**D. Cuevas** states that she received an email from K. Disharoon. Daniel Olguin missed his meeting with K. Disharoon without explanation. I texted



Daniel Olguin asking what had happened. He had work that day and did not inform K. Disharoon ahead of time. Meeting with professional staff is a part of his performance improvement plan and it has been broken. **E. Pinlac** states that there are a number of items that he had to abide by. I have not had any issues with meeting him, but his meeting with K. Disharoon is what he missed. This has been an ongoing concern since the beginning of the year. **D. Cuevas** states that Daniel Olguin did not attend the meeting for personal health reasons. **K. Dhillon** states that the performance improvement plan has been broken. In November, I had some issues with him. We were scheduled to meet, he accepted it and did not show up many times. There seems to be a continuous pattern of missing things. Looking at his task list, not much has been done. I have not seen much effort from him this year overall. I would recommend him to the Board for removal. There has been little to nothing completed and we have had a Senator of CBE that hitchhiked the entire year. He has done zero work for the students. **A. de Leon** states that Daniel Olguin has gone to Personnel multiple times. There was a lot of communication to him, but a lack from him. It has been difficult to reach him and if it does happen, there is a lack of execution. I know he mentioned to me that he would work with O. Shakoor on the financial literacy workshop. I have not heard much about it. He did mention that he is out for personal reasons for the remainder of the year, but it was not communicated thoroughly. There is a pattern that we have seen over time and it is difficult to work with someone like that. With the issues in the College of Business, a Senator of CBE was needed to advocate for the students. **O. Shakoor** states that Daniel Olguin wanted to schedule the financial literacy workshop with him. He reached out to me two weeks ago, but the communication was lackluster. He did not treat it as something that needed to be planned urgently, since we are approaching the end of the school year. We did not find a common ground time to meet and there was no further communication. I would agree with K. Dhillon and processing Daniel Olguin's removal. I am not alone when I say a lot has not been done from him in this position. **B. Golez** states that it is disappointing seeing Daniel Olguin take position down this road. In February, he asked to have a one-on-one regarding the financial literacy workshops. I created a meeting on Google calendar and the morning of our meeting at 9:00 a.m., he did not respond to my messages and did not attend. At 4:00 p.m., he messaged me asking to create a phone call and I agreed. He did not call me after that. There is only so much we could do and I am



saddened because he is my predecessor. I agree with the removal. **E. Pinlac** states that he asked for Daniel Olguin's positional Google calendar and he failed to provide it. I gave him a notice to do so on April 5th and April 26th. He did host a town hall meeting and I asked him to share the information with the Senate or the Board by April 16th, which he failed to do. He had a huge list of items and I only asked for two. He did not have an update for me because he did not meet with his Dean. He met with his Dean and I did not receive an update. I sent an email to him on Monday and I did not receive a response. He emailed me that he is going through a lot and will be going through a medical procedure. **D. Cuevas** states that if they go towards the path of removing Daniel Olguin, he will still get paid for the next two stipends, but he will not be added to the alumni wall. **M. Castillo** states that this impacts Daniel Olguin's ability to participate next year. Removing him now would be a good action to take. He can apply for any open positions and the next Board will have to deal with it. **K. Dhillon** states that he agrees with M. Castillo. Daniel Olguin has not done anything in this role. There is concrete proof for the little effort given. It is fair by policy, that he will not be on the alumni wall. It seems likely that he will be recommended for removal. E. Pinlac and M. Castillo, can you please meet with me offline to discuss how it will look for the Board. **E. Pinlac** states that it will be complicated because this is a discussion item and no action can be taken. We will be having a Board meeting next Wednesday and action can be taken then. Historically, with the process of removing someone, we have had two meetings for the Board. We just discussed that we do not want to have an additional meeting. **D. Cuevas** states that she agrees with recommending Daniel Olguin for removal from the Board. I have served on multiple Boards and this is the pattern that is seen in different positions. At the end of the school year, Daniel Olguin will be receiving the two stipends. We want to ensure that people understand that the student fees are not being used for just anything. We want to set a standard for future Boards.

**30:32**

VIII. SPECIAL REPORTS:  
No special reports.

IX. ROUND TABLE REMARKS



**E. Pinlac** states that the first in-person event is tonight. It is a drive-in at the back parking lot of housing. I will be there until 10:00 p.m because I know there are limited staff. If you are going to go, it will be awesome to see you there. Tomorrow will be tomorrow. Mahalo will be the opening act and Steve Aoki will be the headliner. It will be fun to watch.

**D. Cuevas** states that today is denim day to bring awareness to sexual assault. If you want to wear denim and post it, the student health center has a hashtag on their Instagram.

X. **ADJOURNMENT at 1:33 PM**

Minutes approved by:

**Executive VP/ Chief of Staff & Chair**

Name: Dessiree Cuevas



Dessiree Cuevas (May 5, 2021 14:02 PDT)

Minutes approved on:

**5-3-2021**

Date:

