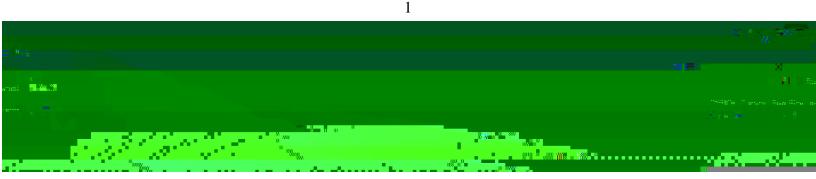
ACCULINTED STUDIO

## Personnel Committee Agenda Kabir Dhillon, Executive Vice President/Chief of Staff & Chair 2:00pm - 3:00pm | Tuesday, June 15, 2021

This meeting is being facilitated through an online zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

https://csueb.zoom.us/j/82529985255?pwd=MIB5bIN2N3ZScU9NRkRTOTUraGYzUT09

- I. CALL TO ORDER
- II. <u>ROLL CALL</u>
- III. ACTION ITEM Approval of the Agenda
- IV. ACTION ITEM Approval of the Minutes of June 1, 2021
- 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.
- VI. UNFINISHED ITEMS:
- VII. NEW BUSINESS ITEMS:
  - A. DISCUSSION ITEM Chair Appointment Updates
    The Personnel Committee will discuss updates regarding appointing an ASI Chair.
  - B. DISCUSSION ITEM Director of Sustainability Affairs Appointment Updates



The Personnel Committee will discuss updates regarding appointing an ASI Director of Sustainability Affairs.

- C. DISCUSSION ITEM: **ASI Employee Handbook Policy Updates** The Personnel Committee will discuss updates to the ASI Employee Handbook by adding new policies.
  - 1. Flexible Work Schedule Policy
  - 2. <u>Remote Work Conduct Policy</u>
  - 3. <u>Telecommuting Policy and Procedure</u>
- D. DISCUSSION ITEM: ASI Executive Director Performance Review Process The Personnel Committee will discuss the Executive Director Performance Review Process and Policy
- E. DISCUSSION ITEM: First Year Mentorship Program

The Personnel Committee will discuss the First Year Mentorship Program and policy.

F. DISCUSSION ITEM: Internal Communication and Protocol on Emails and Memos

The Personnel Committee will discuss internal communication and the Protocol on Emails and Memos.

- VIII. SPECIAL REPORTS:
  - IX. ROUND TABLE REMARKS
  - X. ADJOURNMENT



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