Santos Manuel Student Union
CAL STATE SAN BERNARDINO

Personnel Committee
April 9, 2026 – 12:00pm
Student Chamber (SUN-3005)
Zoom: https://csusb.zoom.us/j/85216228318

MINUTES

Members Present:	Vilayat Del Rossi, Sukhpreet Kaur, Jocelyn Paz, Jennifer Puccinelli
Members Absent:	Dr. Matthew Smith
Staff Present:	Elizabeth Junker
Call to Order:	The meeting was called to order at 2:05pm.
Roll Call:	A verbal roll call for members was conducted. Quorum was met.
Approval of Minutes:	M/S Kaur/Smith; motion to approve January 15, 2026 Personnel Committee meeting minutes. *Motion passed.*
Open Forum:	There were no speakers present for open forum.
Adoption of Agenda:	M/S Kaur/Smith; motion to adopt February 9, 2026 agenda as presented. *Motion passed.*

New Business

PC 08/26 Approval of Accounting and Budget Assistant Position Description (Action, Puccinelli)

M/S Del Rossi/Kaur; motion to open PC 08/26 Approval of Accounting and Budget Assistant Position Description.

The Committee reviewed the proposed Accounting and Budget Assistant position description as part of a Shared Services reorganization. The proposal would split the existing Corporate

Services Processor role into separate accounting/budget and human resources/payroll positions to improve efficiency, processing, and organizational support. The new role would retain the existing classification requirements and salary range, and funding had been included in the upcoming budget.
Discussion addressed operational benefits, support for student employment and financial processes, and the transition of the employee currently serving in the existing role. It was clarified that the employee would not be required to reapply. Before action was taken, the Committee moved to the scheduled 9:15 a.m. time-certain item, with the intent to return to PC 08/26 afterward.

PC 10/26 Interview student representative candidates and select those who will move forward to interview at the SMSU Board of Directors Annual Meeting on May 6, 2026 (Action, Del Rossi) | **Time Certain: 9:15am**

M/S Del Rossi/Kaur; motion to open PC 10/26 Interview student representative candidates and select those who will move forward to interview at the SMSU Board of Directors Annual Meeting on May 6, 2026.

The Personnel Committee interviewed four candidates for Student Representative positions on the SMSU Board of Directors: **Mehakdeep Singh, Jalonis Taylor, Yazhini Elanchezhian, and Joseph Martinez**. Each candidate was asked the same set of questions addressing interest in Board service, relevant strengths and experience, collaboration and communication, student needs and concerns, and what they hoped to gain through Board participation. The Committee used an interview assessment form to support its review and clarified that its role at this stage was to determine which candidates should advance to the full Board for final consideration rather than to make the final appointments.

Following the interviews, the Committee discussed the candidate pool and determined that all four candidates should advance to the next stage of the selection process. The Committee also discussed an eligibility consideration related to one of the candidates who is currently an SMSU employee and noted that the matter would need to be resolved prior to final appointment. With no further discussion the committee moved forward with an amendment, followed by a vote.

M/S Del Rossi/Kaur; motion to amend PC 10/26 to read "Approve and Move Forward All Four Candidates to interview at the SMSU Board Annual Meeting on May 6, 2026, which will include all candidates listed in the packet"
Motion passed.

ROLL CALL VOTE: 3 – In Favor 0 – Opposed 0 – Abstentions
Motion passed.

M/S Paz/Del Rossi; motion to table PC 08/26 & PC 09/26 to next committee meeting.
Motion passed unanimously.

Announcements

- Vilayat shared we will likely have one more committee meeting prior to the end of the academic year.

Adjournment

M/S Del Rossi/Kaur; motion to adjourn meeting at 10:33am.
Motion passed.

Reviewed and respectfully submitted by:

_____ _____

Committee Chair Date

Signature: Anjali Bawa
Anjali Bawa (Oct 19, 2026 14:32:47 PDT)
Email: smsu-chair@csusb.edu