

Thursday, June 11, 2020

2:00 pm to 3:00 pm

Zoom Meeting Conference: <https://csudh.zoom.us/j/95473998940>

Dial: +1 669 900 6833 (US Toll) or +1 253 215 8782 (US Toll)

Meeting ID: 954 7399 8940

## **NOMINATING COMMITTEE MEETING MINUTES**

Members Present: David Gamboa, Del Huff, Gilbert Ivey, Roger von Ting, and Deb Wallace

Members Absent: None

Guests: Jerome Groomes (Executive Director) and Jinna Matzen (Manager Business Process Improvement, Customer and Board Relations)

### I. Call to Order

Meeting called to order by von Ting at 2:03 P.M.

### II. Approval of Meeting Agenda

Von Ting moved, and Gamboa seconded. Motion Carried.

### III. Public Comment

No one was present to represent the public.

### IV. Informational Items

#### a) Revision of Bylaws

The Committee was provided a redlined document of the bylaws with the recommended changes in red. The proposed wording “a full-time Administrative Director appointed by the Board of Directors” was discussed. The Committee decided to change the language to “two full-time Administrators (3 or 4, i.e., VP, AVP, Dean) appointed by the Board of Directors. With that change, the Committee felt that the revised bylaws were ready to be brought before the entire Board of Directors for a vote.

#### b) Board Composition

The Committee was provided with an Excel sheet that detailed what Committee each Board member participated in and their Board term end dates.

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The Committee further discussed the challenges with all Board members having the same term dates and discussed ways to stagger terms in the future. The Committee ended the discussion on this topic, noting its desire to re-establish the Land Development Committee and make it a formal Board Committee.

c) Roles and Responsibilities Defined

Staff provided the Committee with a draft of a Board Handbook. The Handbook detailed the roles and responsibilities of each member, Board Officers, University Board Members, Community Board Members, and Liaisons to the Board of Directors. The Committee thanked the staff, noting that a Handbook was greatly needed. The Committee discussed the new member onboarding process, stating that they felt that the Handbook, specifically the area citing the roles and responsibilities, should be presented as a package during the onboarding process.

V. Action Items

a. Nominating Administrative Director to the Board of Directors

The Committee reviewed resolution FY2019/20-13, Appointment of New Administrative Director Dean, Dr. Philip LaPolt. The Board unanimously agreed that Dr. LaPolt would be a great addition to the Board and that this motion should be brought to the full Board of Directors for a formal vote.

Gamboa moved, and von Ting seconded. Motion Carried

b. Nominating Liaison(s) to the Board of Directors

The Committee reviewed resolution FY2019/20-25 Appointment of Board Liaison, Information Technology Vice President, Chris Manriquez to the Board of Directors. The Board unanimously agreed that this motion should be brought to the full Board of Directors for a formal vote.

Ivey Moved, and Wallace Seconded. Motion Carried.

VI. Other Items

None

VII. Adjournment

Von Ting moved to adjourn, and Gamboa Seconded. Meeting adjourned at 3:06 P.M.