

**STUDENT UNION, INC. BOARD OF DIRECTORS
PERSONNEL COMMITTEE**

**Meeting Agenda
October 7, 2025
1:15 PM - 2:15 PM**

In-person: Student Union Building, Conference Room 6

Zoom Link (Optional):

Join: <https://sjsu.zoom.us/j/84607490475?pwd=WPIZR6pSdkIxbYBP8ov1dLobxiVhUl.1>

Meeting ID: 846 0749 0475

Password: 688728

Telephone: +1 669 900 6833 or +1 669 444 9171 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 253 205 0468 or +1 646 931 3860 or +1 689 278 1000 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 876 9923

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- I. CALL TO ORDER**
 - II. ROLL CALL**
 - III. APPROVAL OF OCTOBER 7, 2025 AGENDA**
 - IV. APPROVAL OF SEPTEMBER 16, 2025 MEETING MINUTES**
 - V. APPROVAL OF SEPTEMBER 25, 2025 SPECIAL MEETING MINUTES**
 - VI. DISCUSSION AND ACTION ITEMS**
 - A. Approval of Automatic Adjustments to the Student Assistant Wage Schedule in Response to City of San Jose Minimum Wage Increases**
 - Consideration to automatically adjust the Student Assistant wage schedule to align with any increases in the City of San Jose's minimum wage. This ensures compliance with local wage laws and maintains equitable compensation for student employees without requiring separate action for each adjustment.
 - B. Approve the Vacation Leave Accrual Changes**
 - To enhance employee recruitment, retention, and morale, adjustments to vacation leave accrual are proposed. The revised policy aligns more closely with peer institutions and supports work-life balance and equity.
 - C. Adoption of Relocation Policy for New Hires**
 - This policy is intended to provide consistent guidelines and support for employees who relocate as part of their employment with the Student Union. Relocation information was previously included in the Employee Handbook; however, formalizing it as a standalone policy will provide greater clarity, consistency, and transparency in its implementation.
 - VII. DISCUSSION ITEMS**
 - A. Executive Director Review**
 - B. BOD Member Recruitment**
 - VIII. MEETING ADJOURNMENT**

The Student Union Board of Directors is a public body, and members of the public have a right to attend and participate in its meetings. This schedule is established as a best approximation of how long each scheduled meeting will take to complete its business. Depending on the length of the discussions, which are not possible to predict with precision in advance, the scheduled meeting times indicated may vary widely. The public is advised to take this uncertainty into account in planning to attend any meeting listed on this schedule.