



## Associated Students of the University of Washington

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Personnel Committee | **Minutes** | Session 125

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January 28<sup>th</sup>, 2026 | Husky Union Building 307 | 4:30 – 5:30PM

[Virtual Meeting Link](#)

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### **AGENDA**

#### Call to order:

**Owen** calls meeting to order at 4:31 pm.

#### Land Acknowledgement:

The ASUW acknowledges the stewards of Coast Salish lands, the lands on which we currently sit, and the UW occupies. We acknowledge the original and current caretakers; Duwamish, Suquamish, Tulalip, and Muckleshoot nations and peoples.

Roll Call | 14 total \*11 voting 7 quorum # present (P). # excused (E). # absent (A)  
Tardy (T)

**P \*Owen Rivera– Personnel Director**

**E \*Nandana Jaideep- President, or proxy**

**T \*Sonal Virk– Vice President**

**E \*Khushi Loomba– Finance and Budget Director**

**P \*Reaa Dureja– ASUW Member**

**P \*Skylar K Fridriksson - Student Senate Liaison**

**A Isabel Gan– Committee Member 1**

**P \*Hanna Turnes– Committee Member 2**

**P \*Angelina Nguyen– Committee Member 3**

**P \*Lynn Nguyen–Committee Member 4**

**P \*Sejal Dogiparthi–Committee Member 5**

**A Ben Juarez– Committee Member 6 (non-voting)**

**P Shriya Sundar– Personnel Coordinator**

**P Alan Galvez– SAO Advisor**

*Approval of Agenda:*

**Reaa** motions to approve agenda

**Sejal** seconds

*Agenda is approved unanimously at 4:33 pm.*

*Approval of Minutes:*

No minutes to approve

**PUBLIC FORUM**

No members of the public.

**CONSENT AGENDA**

**NEW BUSINESS**

No New business

**OLD BUSINESS**

**DISCUSSION ITEMS**

1. Training

**Owen** goes over scoring criteria, the committee then navigates to the spreadsheet for an exercise in scoring mock office coordinator applications.

Committee members take some time to review and score.

After this, **Owen** provides a few tips to watch out for during the hiring process, including AI usage on applications and falsification. He also mentions that submission of completely unrelated documents should be disregarded.

**Owen** advises to hire with strong adherence to criteria and reflect what the position will need. Reiterates the importance of written responses in gauging applicant commitment and intention.

**Sonal** also speaks to what to look for and consider how serious an applicant appears to take the job. Also goes over the importance of having strong justification of scores.

## 2. Hiring Committee info

**Owen** explains the logistics of committee members' shadowing as the hiring process starts as well as scheduling. He also extends the deadline for scoring to this Saturday.

He explains that the hiring schedule may shift, and that offer letters cannot be sent until the budget is finalized with roles and hours being set. **Owen** will also start updating the committee on position openings and closings.

**Sonal** reminds committee members that if they are interested in applying to a position to let **Owen** know so that they will not be involved in that hiring. She also mentions that the budget will take around 2-3 weeks to be finalized.

The homework this week for committee members is to finish scoring and ranking applications that they are assigned to.

**REPORTS**

No reports.

**ADJOURNMENT**

**Reaa** motions to adjourn.

**Sejal** seconds

*Unanimous vote. Meeting adjourned at 5:01 pm.*