

Santa Monica College  
Merit Rules Advisory Committee  
Wednesday, December 2, 2020  
10:00 AM

Virtual Meeting Access Information

Join from PC, Mac, Linux, iOS or Android:  
<https://cccconfer.zoom.us/j/97443558039>

Or iPhone one-tap (US Toll): +16699006833,97443558039# or +13462487799,97443558039#

Or Telephone:

+1 669 900 6833 (US Toll)  
+1 346 248 7799 (US Toll)  
+1 253 215 8782 (US Toll)  
+1 301 715 8592 (US Toll)  
+1 312 626 6799 (US Toll)  
+1 646 876 9923 (US Toll)

Meeting ID: 974 4355 8039

International numbers available: <https://cccconfer.zoom.us/j/97443558039>

Or Skype for Business (Lync):  
SIP:97443558039@lync.zoom.us



# MERIT RULES ADVISORY COMMITTEE MEETING AGENDA

Wednesday, December 2, 2020 at 10:00 a.m.

**\*\*VIRTUAL MEETING\*\***

<p><b>DEPARTMENTS: PLEASE POST</b>                  3400 Airport/SBDC: Sasha King                  Academic Affairs: Sharon Thomas                  Accounts Payable:                  Admissions &amp; Records: Esau Tovar                  African American Center: Sherri Bradford                  Athletics: Sandra Hernandez                  Auxiliary Services: Ofelia Meza                  Bundy: Beverly Redd-Walker                  Business Department: Peter Murray                  Campus Police Office: Jennifer Jones                  Campus Store: Jaime Recinos                  Career Services: Vicky Rothman                  Cashier's Office: Veronica Romo                  Center for Media &amp; Design: Jamina Russell                  Community Education: Alice Meyering                  Counseling Office: Laurie Guglielmo                  Custodian Time Clock: Anthony Williams                  Disabled Students Center: Nathalie Laille                  Early Childhood Ed.: L. Manson                  Emeritus College: V. Rankin-Scales                  English Dept.: Martha Hall                  EOP&amp;S: Nick Mata                  ESL Office: Jocelyn Alex                  Events Office: Yesenia Penate                  Faculty Association: Peter Morse                  Financial Aid Office: Stacy Neal                  Health Sciences:                  Health Office: Nancy Alfaro                  HSS: Carolyn Baugh                  Institutional Research:                  International Education Center: Ana Jara                  KCRW:                  Latino Center: Maria Martinez                  Madison: Gail Johnson                  Maintenance/Operations: Anisha Fullard                  Math Village: Kristina Fukuda                  Media Center: L. Nakamura                  Modern Language: Travis Grant                  Music: Lori Geller                  Outreach &amp; Recruitment: Will Taylor                  Payroll: Ian Fraser                  Science: Ingrid Cardwell                  Student Life: Amelia Trejo                  Superintendent/Presidents Office: L. Kilian                  STEM: Vanan Yahnian                  Theater Arts: Judy Louff                  W&amp; ED/Bundy: Tricia Ramos</p>	<p><b>ADMINISTRATORS and MANAGERS</b></p> <p>Emeritus: Scott Silverman                  Facilities: Dennis Biddle                  HR: Tre'Shawn Hall-Baker                  Info Tech: Marc Drescher                  IEC: N. Pressian                  Instructional Technology:                  Maintenance:                  Devin Starnes                  Operations:                      Anthony Barlow                      Derrick Davis                      Felicia Hudson                      Robert Villanueva                  Receiving: Lisa Davis                  Supplemental Instruction:                  Wendi DeMorst</p>	<p><b>PRESIDENT/SUPERINTENDENT and SENIOR STAFF</b></p> <p>Superintendent/President: Kathryn Jeffery                  Executive VP:                  VP Academic Affairs: Jennifer Merlic                  VP Business/Admin: Chris Bonvenuto                  VP Enroll. Services: T. Rodriguez                  VP Human Resources: Sherri Lee-Lewis                  VP Student Affairs: M. Tuitasi                  Senior Director Government Relations &amp; Institutional Communications: Don Girard                  Community Relations: Kiersten Elliott                  Public Information: Grace Smith</p> <p><b>PUBLIC POSTING LOCATIONS</b></p> <p>2714 Pico: exterior display box                  Online: <a href="http://www.smc.edu">www.smc.edu</a></p> <p><b>EMPLOYEE ORGANIZATIONS</b></p> <p>CSEA Labor Rep.: Jessica Gonzalez                  CSEA Chapter Pres.: Mike Roberts                  CSEA Chapter 1<sup>st</sup> V.P.: Kennisha Green                  CSEA Chapter 2<sup>nd</sup> V.P.: Cindy Ordaz                  CSEA Chief Job Steward: Lee Peterson                  CSEA Corresponding Secretary:                  Kristina Fukuda                  CSEA Recording Secretary:                  Judith Mosher                  SMC POA President: – Officer Cadena                  Mgmnt Assoc: Susan Fila</p> <p style="text-align: right;">Revised 11/12/2020</p> <p><b>IF YOU NEED AN ACCOMMODATION</b>                  Written requests for disability-related modifications or accommodations that are needed in order to participate in the Commission meeting are to be directed to the Personnel Commission Office as soon in advance of the meeting as possible.</p>
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## PUBLIC PARTICIPATION FOR VIRTUAL MEETINGS

During the COVID-19 (Coronavirus) Global Pandemic, the MRAC will be conducting virtual public meetings using Zoom. Virtual meetings have been authorized by Executive Order N-25-20 issued by Governor Gavin Newsom and dated March 12, 2020, to reduce and minimize the risk of infection by “limiting attendance at public assemblies, conferences, or other mass events.” Zoom meetings will ensure public participation while at the same time complying with the Governor’s Stay at Home executive order and Los Angeles County’s Safer at Home order.

Members of the public may address the Committee and public participation can occur in one of two ways. Members of the public can submit written comments to be read during the public meeting or they may speak during the Zoom meeting.

Individuals wishing to speak or submit written comments to be read at the meeting shall send an email to [personnel\\_commission@smc.edu](mailto:personnel_commission@smc.edu), by no later than 8:00 a.m. on Wednesday, December 2, 2020. The email should include the following information:

- Name
- Department (optional)
- Topic or Agenda Item # to be addressed
- Comments to be read (if submitting written comments)

### Instructions for Speaking to the Commission through Zoom

Speakers may address any specific agenda item, or may provide general comments during the “Public Comments” period. When it is time for the speakers to address the Commission, their name will be called and the microphone on their Zoom account will be activated. A speaker’s Zoom Profile should match their real name to expedite this process. After the comment has been given, the microphone for the speaker’s Zoom profile will be muted.

All public comments will be subject to the general rules set forth below.

1. Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Commission reserves the option of limiting the time for each speaker. A speaker’s time may not be transferred to another speaker.
2. Each speaker is limited to one presentation per specific agenda item before the Commission, and to one presentation per Commission meeting on non-agenda items.
3. Five minutes is allotted to each speaker per topic for general public comments. The speaker must adhere to the topic. Individuals wishing to speak during the Public Comments will be called upon during Public Comments.

Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting by uttering loud, threatening, or abusive language or engaging in disorderly conduct, shall, at the discretion of the presiding officer or majority of the Committee, be requested to be orderly and silent and/or removed from the meeting.

No action may be taken on items of business not appearing on the agenda.

*Reference: Merit Rule 2.2.8*

*Government Code sections 54954.2, 54954.3, 54957.9*

Merit Rules Advisory Committee  
Agenda of Regular Meeting, December 2, 2020

**PUBLIC SESSION: 10:00 a.m.**

**I. ORGANIZATIONAL FUNCTIONS**

- A. Call to Order
- B. Roll Call

<b>Committee Members</b>	<b>Present</b>	<b>Absent</b>
Commissioner Lawrence Leone, Chair		
Commissioner Barbara Greenstein		
Carol Long, Director of Classified Personnel		
Tre'Shawn Hall-Baker, Dean of Human Resources		
Lee Peterson, Commission Appointee		
Joshua Casillas, CSEA		
Mohamad Fakh, CSEA		
Miguel Reyes, CSEA		
Albert Echeverria, Police Officer Association		

- C. Approval of Minutes:

**1. October 7, 2020**

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**DISPOSITION BY THE COMMITTEE**

MOTION MADE BY:  
SECONDED BY:  
AYES:  
NAYS:  
ABSTENTIONS:

Amendments/Comments

**II. PUBLIC COMMENTS (non-actionable comments from those in attendance)**

Merit Rules Advisory Committee  
Agenda of Regular Meeting, December 2, 2020

**III. MAJOR ITEMS OF BUSINESS**

#	ITEM
1	Chapter IX
2	Chapter XII
3	Chapter XIII

<b>2020-21 MEETING SCHEDULE FOR THE MERIT RULES ADVISORY COMMITTEE</b>	
July 1, 2020	January 6, 2021
August 5, 2020	February 3, 2021
September 2, 2020	March 3, 2021
October 7, 2020	April 7, 2021
November 4, 2020	May 5, 2021
December 2, 2020	June 2, 2021

**IV. MEETING ADJOURNED**

As required by law, the agenda for the Wednesday, December 2, 2020 Regular Meeting of the Santa Monica College Merit Rules Advisory Committee was posted 72 hours in advance of the meeting.

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**DISPOSITION BY THE COMMITTEE**

MOTION MADE BY:  
SECONDED BY:  
AYES:  
NAYS:  
ABSTENTIONS:

Amendments/Comments