

Santa Monica College Personnel Commission  
Merit Rules Advisory Committee  
Regular Meeting  
June 7, 2023 - 10:00 a.m.

Join Zoom Meeting

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Santa Monica College Personnel Commission  
 Merit Rules Advisory Committee  
 Regular Meeting Agenda  
 June 7, 2023 - 10:00 a.m.

<p>DEPARTMENTS: PLEASE POST          3400 Airport/SBDC: Sasha King          Academic Affairs: Sharon Thomas          Accounts Payable: Cherry Aquino          Admissions &amp; Records: Esau Tovar          African American Center: Sherri Bradford          Athletics: Theresa Tang          Auxiliary Services: Ofelia Meza          Bundy: Beverly Redd-Walker          Business Department: Peter Murray          Campus Police Office: Jennifer Jones          Campus Store: Elease Juarez          Career Services: Vicky Rothman          Cashier's Office: Veronica Romo          Center for Media &amp; Design: Angela Valentine          Community Education:          Counseling Office:          Custodian Time Clock: Anthony Williams          Disabled Students Center: Nathalie Laille          Early Childhood Ed.: L. Manson          Emeritus Department: V. Rankin-Scales          English Dept.: Martha Hall          EOP&amp;S: Nick Mata          ESL Office: Jocelyn Alex          Events Office:          Faculty Association: Peter Morse          Financial Aid Office: Sandra Hernandez          Health Sciences: Clarenda Stephens          Health Office: Nancy Alfaro          HSS: Carolyn Baugh          Institutional Research:          International Education Center: Ana Jara          KCRW:          Latino Center: Maria Martinez          Madison: Gail Johnson          Maintenance/Operations: Kasey Garland          Malibu: Angela Bice          Math Village: Kristina Fukuda          Media Center: L. Nakamura          Modern Language: Travis Grant          Music: Lori Geller          Outreach &amp; Recruitment: Giselle Gradilla          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>ADMINISTRATORS AND MANAGERS          Emeritus: Guadalupe Salgado          Noncredit Programs:          Scott Silverman          Facilities: Dennis Biddle          HR: Tre'Shawn Hall-Baker          Info Tech: Marc Drescher          IEC: N. Pressian          Instructional Technology:          Maintenance:          Terry Kamibayashi          Operations:          Justin Carter          Darryl Gray          Felicia Hudson          Robert Villanueva          Receiving: Lisa Davis          Supplemental Instruction:          Wendi DeMorst</p>	<p>SUPERINTENDENT/PRESIDENT AND SENIOR STAFF          Superintendent/President: Kathryn Jeffery          Executive VP:          VP Academic Affairs:          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>PUBLIC POSTING LOCATION          Online: <a href="http://www.smc.edu">www.smc.edu</a></p> <p>EMPLOYEE ORGANIZATIONS          CSEA Labor Rep.: Ciera Chilton          CSEA Chapter Pres.: Cindy Ordaz          CSEA Chapter 1st V.P.: Martha Romano          CSEA Chapter 2nd V.P.: Kennisha Green          CSEA Chief Job Steward: Lee Peterson          CSEA Treasurer: Dagmar Gorman          CSEA Secretary: Judith Mosher          CSEA Chief Development Officer:          Luis Martin          CSEA Communications Officer:          SMC POA President: Officer Cadena          Management Association: Scott Silverman</p> <p>IF YOU NEED AN ACCOMMODATION          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> <p style="text-align: right;">Revised 4/13/2023</p>
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## PUBLIC PARTICIPATION FOR VIRTUAL MEETINGS

During the COVID-19 (Coronavirus) Global Pandemic, the Board of Trustees has determined in accordance with Government Code Section 54953 that as a result of the ongoing emergency that meeting in person would present imminent risks to the health and safety of the attendees at public meetings. The Zoom format used for College public meetings ensures public participation and provides an opportunity for the public to directly address the body. Members of the public have the right to request to make public comments until such time as the public comment period is over. 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 are requested to send an email to [personnel\\_commission@smc.edu](mailto:personnel_commission@smc.edu), by no later than 9:00 a.m. on Wednesday, June 7, 2023. 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.

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.

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.

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

Public Session: 10:00 AM

I. Organizational Functions

A. Call to Order:

B. Roll Call

<b>Committee Members</b>	<b>Present</b>	<b>Absent</b>
Lawrence Leone, Personnel Commission		
Barbara Greenstein, Personnel Commission		
Carol Long, Personnel Commission		
Dr. Tre'Shawn Hall-Baker, Human Resources		
Lee Peterson, CSEA		
Joshua Casillas, CSEA		
Kennisha Green, CSEA		
Brent Heximer, CSEA		
Alberto Echeverria, SMCPPOA		

II. Approval of Minutes

A. Meeting Date: May 3, 2023

Disposition by the Committee	
Motion Made By	
Seconded By	
Ayes	
Nays	
Abstentions	
Amendments/Comments	

III. Public Comments (Non Actionable Items from those in Attendance)

IV. Major Items of Business

<b>Item</b>	<b>Subject Matter</b>
1	Meeting Calendar for Fiscal Year 2023-2024
2	Merit Rules Chapter 14

1. Proposed Meeting Calendar for Fiscal Year 2023 – 2024

<b>Weekday</b>	<b>Month</b>	<b>Day</b>	<b>Year</b>	<b>Time</b>
Wednesday	July	5	2023	10:00 a.m.
Wednesday	August	2	2023	10:00 a.m.
Wednesday	September	6	2023	10:00 a.m.
Wednesday	October	4	2023	10:00 a.m.
Wednesday	November	1	2023	10:00 a.m.
Wednesday	December	6	2023	10:00 a.m.
Wednesday	January	3	2024	10:00 a.m.
Wednesday	February	7	2024	10:00 a.m.
Wednesday	March	6	2024	10:00 a.m.
Wednesday	April	3	2024	10:00 a.m.
Wednesday	May	1	2024	10:00 a.m.
Wednesday	June	5	2024	10:00 a.m.

<b>Disposition by the Committee</b>	
Motion Made By	
Seconded By	
Ayes	
Nays	
Abstentions	
Amendments/Comments	

V. Meeting Adjourned:

<b>Disposition by the Committee</b>	
Motion Made By	
Seconded By	
Ayes	
Nays	
Abstentions	
Amendments/Comments	

In accordance with the law, this regular meeting agenda was posted 72 hours in advance of the meeting.