

**SANTA MONICA COLLEGE**  
**PERSONNEL COMMISSION**  
**MERIT RULES ADVISORY COMMITTEE MEETING AGENDA**  
**WEDNESDAY, SEPTEMBER 7, 2022**  
**10:00 A.M.**

Join Zoom Meeting

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# MERIT RULES ADVISORY COMMITTEE

## MEETING AGENDA

WEDNESDAY, SEPTEMBER 7, 2022 – 10:00 A.M.

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

<p><b>DEPARTMENTS: PLEASE POST</b>  3400 Airport/SBDC: Sasha King  Academic Affairs: Sharon Thomas  Accounts Payable: Cherry Aquino  Admissions &amp; Records: Esau Tovar  African American Center: Sherri Bradford  Athletics: Nichelle Monroe  Auxiliary Services: Ofelia Meza  Bundy: Beverly Redd-Walker  Business Department: Peter Murray  Campus Police Office: Jennifer Jones  Campus Store: Eleasa Juarez  Career Services: Vicky Rothman  Cashier's Office: Veronica Romo  Center for Media &amp; Design: Maria Calvento  Community Education: Alice Meyering  Counseling Office:  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: 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  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>  Emeritus: Scott Silverman  Facilities: Dennis Biddle  HR: Tre'Shawn Hall-Baker  Info Tech: Marc Drescher  IEC: N. Pressian  Instructional Technology:  Maintenance:  Devin Starnes  Terry Kamibayashi  Operations:  Anthony Barlow  Justin Carter  Felicia Hudson  Robert Villanueva  Receiving: Lisa Davis  Supplemental Instruction:  Wendi DeMorst</p>	<p><b>SUPERINTENDENT/PRESIDENT AND SENIOR STAFF</b>  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><b>PUBLIC POSTING LOCATION</b>  Online: <a href="http://www.smc.edu">www.smc.edu</a></p> <p><b>EMPLOYEE ORGANIZATIONS</b>  CSEA Labor Rep.: Ciera Chilton  CSEA Chapter Pres.:  CSEA Chapter 1st V.P.: Cindy Ordaz  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: James Stevenson  SMC POA President: Officer Cadena  Management Association:</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> <p>Revised 9/7/2022</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, September 7, 2022. 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.

**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 THE PERSONNEL COMMISSION		
TRE'SHAWN HALL-BAKER, DEAN OF HUMAN RESOURCES		
LEE PETERSON, COMMISSION APPOINTEE		
JOSHUA CASILLAS, CSEA		
KENNISHA GREEN, CSEA		
BRENT HEXIMER, CSEA		
ALBERT ECHEVERRIA, POLICE OFFICER ASSOCIATION		

**II.APPROVAL OF MINUTES: JUNE 1, 2022 MEETING**

DISPOSITION BY THE COMMITTEE	
MOTION MADE BY:	
SECONDED BY:	
AYES:	
NAYS:	
ABSTENTIONS:	
AMENDMENTS/COMMENTS	

**III.PUBLIC COMMENTS (NON-ACTIONABLE COMMENTS FROM THOSE IN ATTENDANCE)**

**IV.MAJOR ITEMS OF BUSINESS**

1	CHAPTER V: RECRUITMENT AND EXAMINATIONS
2	CHAPTER XIII: SENIORITY, LAYOFF, DISPLACEMENT AND REEMPLOYMENT

**V.MEETING ADJOURNED AT \_\_\_\_\_**

DISPOSITION BY THE COMMITTEE	
MOTION MADE BY:	
SECONDED BY:	
AYES:	
NAYS:	
ABSTENTIONS:	
AMENDMENTS/COMMENTS	

MONTH	DAY	YEAR	TIME	VENUE
OCTOBER	5	2022	10:00 A.M.	ONLINE
NOVEMBER	2	2022	10:00 A.M.	ONLINE
DECEMBER	7	2022	10:00 A.M.	ONLINE
JANUARY	4	2023	10:00 A.M.	TBD
FEBRUARY	1	2023	10:00 A.M.	TBD
MARCH	1	2023	10:00 A.M.	TBD
APRIL	5	2023	10:00 A.M.	TBD
MAY	3	2023	10:00 A.M.	TBD
JUNE	7	2023	10:00 A.M.	TBD

AS REQUIRED BY LAW, THE AGENDA FOR THE WEDNESDAY, SEPTEMBER 7, 2022 REGULAR MEETING OF THE SANTA MONICA COLLEGE MERIT RULES ADVISORY COMMITTEE WAS POSTED 72 HOURS IN ADVANCE OF THE MEETING.