

Santa Monica College Personnel Commission  
Merit Rules Advisory Committee Meeting  
August 2, 2023  
10:00AM

Join Zoom Meeting

<https://smc-edu.zoom.us/j/87487873537>

Meeting ID: 874 8787 3537

One tap mobile

+16694449171,,87487873537# US

+17193594580,,87487873537# US

Dial by your location

- +1 669 444 9171 US
- +1 719 359 4580 US
- +1 720 707 2699 US (Denver)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 689 278 1000 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US

Meeting ID: 874 8787 3537

Find your local number: <https://smc-edu.zoom.us/u/kucOTailg>

Join by Skype for Business

<https://smc-edu.zoom.us/skype/87487873537>

## Merit Rules Advisory Committee Meeting Agenda

<p>DEPARTMENTS: PLEASE POST 3400 Airport/SBDC: Sasha King Academic Affairs: Sharon Thomas Accounts Payable: Cherry Aquino Admissions &amp; Records: Andrew Edwards 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: Debra Locke ESL Office: Jocelyn Alex Events Office: Susan Hudelson 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: 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: 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: center;">Revised 7/14/2023</p>
--	---	--

## 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 9:30 a.m. on Wednesday, August 2, 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

Committee Members	Present	Absent
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, SMCPOA		

II. Approval of Minutes

A. Meeting Date: June 7, 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

Item	Subject Matter
1	Merit Rule 5.2.16
2	Merit Rule 6.4.1
3	Merit Rule 11.14.1
4	Merit Rules Chapter 14
5	Merit Rules Chapter 15
6	Discussion Item: Status of Future Remote Meetings

V. Meeting Adjourned:

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

Weekday	Month	Day	Year	Time
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.

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