



**VENTURA COUNTY COMMUNITY COLLEGE
DISTRICT
PERSONNEL COMMISSION**

**PERSONNEL COMMISSION MEETING MINUTES
FOR MAY 19, 2011**

Ventura County Community College District
255 West Stanley Avenue, Suite 150
Ventura, CA93001

**FOUR HUNDRED AND
THIRTY-SIX**

The four hundred and thirty-sixth meeting of the Personnel Commission of the Ventura County Community College District was held on Thursday, May 19, 2011, at 7:00 p.m.

1. CALL TO ORDER

Commissioner Gonzales called the meeting to order at 7:00 p.m.

2. ROLL CALL

In attendance were Commissioners David Gonzales, Barbara Harison, and James King. Michael Arnoldus, Director of Employment Services/Personnel Commission and Secretary to the Personnel Commission, was also present.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

None

4. MINUTES

On motion by Commissioner King and seconded by Commissioner Harison, the minutes of the April 21, 2011 meeting of the Personnel Commission were unanimously approved.

5. CORRESPONDENCE

None

6. REPORTS

A. Classified Employees Representative's Report

Barbara Cogert, Classified Senate President of Ventura College, provided a written report summarizing the college's classified employee activities for the month of April 2011. Ms. Cogert was not in attendance.

B. Board of Trustees Meeting Report



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

Director Arnoldus provided a summary of the April 12, 2011 Board of Trustees Meeting which included a synopsis of several study sessions, accreditation updates from the Chancellor and colleges, and an overview of coring reports. Director Arnoldus stated there will be a Board Strategic Planning session on June 28, 2011.

C. Director's Report

Director Arnoldus reviewed the monthly *Current Recruitments Report* that included three open recruitments and two closed recruitments. The *Positions Filled and Pending Report* reflected two positions filled and eight pending selection.

D. Commissioners' Reports

None

E. Budget Update – Sue Johnson, Vice Chancellor, Business and Administrative Services

Ms. Johnson provided a presentation handout to the Commissioners that was used for her presentation to the Board in April. Ms. Johnson provided an overview of certain services that are changing due to new technology, such as the bookstore operations where electronic books have resulted in a decrease in sales. Ms. Johnson also stated that services have been reduced due to closure of the cafeterias and child development centers during the summer. She discussed the current budget conditions and expected shortfalls within our District budget. Ms. Johnson answered various questions from the Commissioners regarding how this affects the District's staff reductions, outside and specialized funding, and new proposals to the Board. The Commissioners thanked Ms. Johnson for her presentation.

7. OLD BUSINESS

Disciplinary Action Appeal Hearing for Employee #900381741

Director Arnoldus stated that the hearing is tentatively scheduled to start on August 9th, 2011.

8. PUBLIC HEARING OF THE PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2011-2012

There were no comments, suggestions, or questions from the public.

9. ADOPTION OF THE PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2011-2012

On motion from Commissioner King and seconded by Commissioner Harison, adoption of the Personnel Commission Budget for fiscal year 2011-2012 was unanimously approved.

10. AMENDMENT OF PERSONNEL COMMISSION RULES



**VENTURA COUNTY COMMUNITY COLLEGE
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Amendment of Personnel Commission Rule 123 – Disqualification of Applicants (first reading)

Director Arnoldus provided an overview of the proposed amendment of Personnel Commission Rule 123 – Disqualification of Applicants. Commissioner King stated that the phrase “negative job information” is very broad language and discussion ensued regarding the practice at other merit districts. No action was taken as this was the first reading of the proposed rule amendment.

11. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS

None

12. RECESS TO CLOSED SESSION

None

13. RECONVENE IN OPEN SESSION

14. The date and time of the next regularly scheduled meeting of the Personnel Commission is Thursday, June 16, 2011, at 7:00 p.m. The meeting will take place in the Multipurpose Room at the District Administrative Center at 255 West Stanley Avenue, Suite 150, in Ventura, California.

15. ADJOURNMENT

Commissioner Harison moved to adjourn the meeting and the motion was seconded by Commissioner King. The meeting adjourned at 8:14 p.m.

Written materials relating to a Commission meeting item that are distributed to at least a majority of the Commission members less than 72 hours before a noticed meeting, and that are public record not otherwise exempt from disclosure, will be available for inspection at:

District Administrative Center
255 West Stanley Avenue, Suite 150
or at the Personnel Commission meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of Michael

Arnoldus, Director of Employment Services/Personnel Commission
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