



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

FOUR HUNDRED TWENTY TWO

The four hundred and twenty-second meeting of the Personnel Commission of the Ventura County Community College District was held on December 17, 2009.

1. CALL TO ORDER

Chairman Harison called the meeting of the Personnel Commission to order at 7:00 p.m.

2. ROLL CALL

Commissioners Barbara Harison, David Gonzales, and Jim King were in attendance. Also attending was Michael Arnoldus, Director of Employment Services/Personnel Commission and Secretary of the Personnel Commission.

3. PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

None

4. APPROVAL OF MINUTES

On motion by Commissioner Jim King, seconded by Commissioner Gonzales, the minutes of the November 19, 2009 meeting of the Personnel Commission were unanimously approved. Commissioner Gonzales requested that Item 16, Approval of Personnel Commission Rule 292.5 Initial Appointment – Executive Assistant to the Chancellor be revised and brought back to the Commission for review and approval at the January 21, 2010 for the purpose of clarifying that the rule applies to both internal and external candidates.

5. CORRESPONDENCE

None

6. REPORTS

A. Classified Employee Representative(s) Report
None

B. Board of Trustees Meeting

Mr. Arnoldus shared highlights of the December 8, 2009 Annual Organizational Meeting of the Board of Trustees, including the Oxnard College Educational Plan, re-election of Chair Huber to a second term as Board Chair, and the election of Trustee Heitmann as Vice-Chair.

C. Director's Report

Mr. Arnoldus reviewed the monthly *Current Recruitments Report*, with 5 open recruitments and 0 closed recruitments. The *Positions Filled and Pending Report* reflects 0 positions filled and 9 pending selection.



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

D. Commissioners' Report

Commissioner King acknowledged Board of Trustees Chair Bob Huber for being honored recently with the Nordman Public Service Award by the Ventura County Bar Association for outstanding community service activities throughout Ventura County.

7. OLD BUSINESS

None

8. APPROVAL OF NEW PROPOSED CLASSIFICATION SPECIFICATIONS/SALARY RANGES

None

9. APPROVAL OF PROPOSED REVISIONS OF CLASSIFICATION SPECIFICATIONS/SALARY RANGES

None

10. RECLASSIFICATION

None

11. APPROVAL OF PROPOSED REVISIONS OF PERSONNEL COMMISSION RULES

None

12. ABOLISHMENT OF CLASSIFICATIONS

None

13. INTERPRETATION OF MINIMUM QUALIFICATIONS

None

14. APPROVAL OF PROPOSED SALARY RANGE

None

15. APPROVAL OF PROPOSED TITLE CHANGES

None

16-18. LISTED AS APPROPRIATE

A. On a motion by Commissioner Gonzales, seconded by Commissioner King, the Schedule of 2010 Personnel Commission Meetings was unanimously approved.

B. On a motion by Commissioner Gonzales, seconded by Chair Harison, Commissioner King was unanimously elected to serve as 2010 Personnel Commission Chair.

19. OTHER

None

20. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS

None



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

21. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Thursday, January 21, 2010 at 7:00 p.m. It will be held in the Multipurpose Room at the District Administrative Center, 255 West Stanley Avenue, Suite 150, in Ventura.

22. RECESS TO CLOSED SESSION

None

23. RECONVENE IN OPEN SESSION

None

24. ADJOURNMENT

On motion by Commissioner Gonzales, seconded by Commissioner King, the meeting of the Personnel Commission was adjourned at 7:25 p.m. by Chair Harison.