



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

PERSONNEL COMMISSION

MEETING AGENDA FOR APRIL 21, 2011 (REVISED) 7:00 p.m.

Ventura County Community College District
255 West Stanley Avenue, Suite 150
Ventura, CA 93001

ALL ITEMS ARE SUBJECT TO DISCUSSION/ACTION

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENTS REGARDING AGENDA ITEMS**

4. **MINUTES**

Personnel Commission Meeting of Wednesday, March 17, 2011

5. **CORRESPONDENCE**

None

6. **REPORTS**

A. Classified Employees Representative's Report

B. Board of Trustees Meeting Report

C. Director's Report

- Current Recruitments Report
- Positions Filled & Pending Report

D. Commissioners' Reports

7. **OLD BUSINESS**

None

8. **TITLE CHANGE AND REVISION OF CLASSIFICATION SPECIFICATION**

From: Accountant (Classified Employees Salary Schedule #315)

To: Senior Accountant (Classified Employees Salary Schedule #315)



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9. REVISION OF CLASSIFICATION SPECIFICATION

Child Development Center Supervisor

10. RECLASSIFICATION OF AN EXISTING POSITION TO A NEW CLASSIFICATION

- A. Establishment of a new classification of Program Specialist – Career and Technical Education (Classified Employees Salary Schedule #260; \$47,772-\$65,892/annual)
- B. Reclassification of a Performance Improvement Specialist (Classified Employees Salary Schedule #310; \$62,460 to \$86,232/annual) position at Ventura College occupied by Luann Swanberg to the proposed classification of Program Specialist – Career and Technical Education.

11. AMENDMENT OF PERSONNEL COMMISSION RULES

- A. Amendment of Personnel Commission Rule 125, Veteran's Preference (third reading)
- B. Amendment of Personnel Commission Rule 133, Eligibility (second reading)

12. PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2011-2012

Preliminary Review of Personnel Commission Budget for Fiscal Year 2011-2012

13. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS

14. RECESS TO CLOSED SESSION

PUBLIC EMPLOYEE/DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, sec. 54957)
Consideration of Disciplinary Action Appeal Hearing for Employee #900381741

15. RECONVENE IN OPEN SESSION

16. SELECTION OF HEARING OFFICER FOR DISCIPLINARY ACTION APPEAL HEARING

Disciplinary Action Appeal Hearing for Employee #900381741

17. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING

The date and time of the next regularly scheduled meeting of the Personnel Commission is Thursday, May 19, 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.

18. ADJOURNMENT



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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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255 West Stanley Avenue, Suite 150, Ventura, CA 93001
(805) 652-5521