

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
District Service Center – 255 West Stanley Avenue, Ventura  
PERSONNEL COMMISSION MEETING AGENDA  
Wednesday, February 20, 2008 – 7:00 p.m.

ALL ITEMS ARE SUBJECT TO DISCUSSION/ACTION

- |  | <u>ITEM NO.</u> |
|--|-----------------|
| 1. CALL TO ORDER   |                 |
| 2. ROLL CALL   |                 |
| 3. PUBLIC COMMENTS REGARDING AGENDA ITEMS                              |                 |
| 4. MINUTES   |                 |
| Personnel Commission Meeting of Thursday, January 17, 2008             | 4-122           |
| 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                                    |                 |
| - Discussion of ORAP   |                 |
| D. Commissioners' Reports  |                 |
| 7. OLD BUSINESS  |                 |
| None   |                 |
| 8. APPROVAL OF NEW PROPOSED CLASSIFICATION SPECIFICATIONS/SALARY RANGE |                 |
| A. Director of Fiscal Services   | 8-157           |
| Proposed Management Salary Range #170 (\$8,361-\$11,204/mo)            |                 |
| Proposed Classification Specification attached                         |                 |
| B. Information Technology Support Assistant                            | 8-158           |
| Proposed Classified Salary Range #250 (\$3,561-\$4,910/mo)             |                 |
| Proposed Classification Specification attached                         |                 |

**9. APPROVAL OF PROPOSED REVISIONS OF CLASSIFICATION SPECIFICATIONS/SALARY RANGE**

- A. College Bookstore Manager 9-129  
No change in Management Salary Range  
Proposed revised Classification Specification attached
- B. Human Resources Analyst 9-130  
No change in Classified Salary Range  
Proposed revised Classification Specification attached

**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

15-18. Will be listed as appropriate.

**19. OTHER**

**20. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS**

**21. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING**

The date and time of the next regularly scheduled meeting of the Personnel Commission is Thursday, March 20, 2008 at 7:00 p.m. It will be held in the Multipurpose Room at the District Administrative Center at 255 West Stanley Avenue, Suite 150, in Ventura.

**22. RECESS TO CLOSED SESSION**

Public Employee Discipline/Dismissal/Release – Employee #900419368  
Review of Request for Appeal/Consideration of Hearing Officers

**23. RECONVENE IN OPEN SESSION**

24. APPOINTMENT OF HEARING OFFICER 24-3
25. ADJOURNMENT

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 the Director of Employment/Personnel Commission, Michael Arnoldus, VCCCD, 255 West Stanley Avenue, Suite 150, Ventura, CA 93001 - 805/652-5521