

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
District Service Center – 255 West Stanley Avenue, Ventura
PERSONNEL COMMISSION MEETING AGENDA
Thursday, October 16, 2008 – 7:00 p.m.

ALL ITEMS ARE SUBJECT TO DISCUSSION/ACTION

ITEM NO.

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENTS REGARDING AGENDA ITEMS
4. MINUTES

Personnel Commission Meeting of Thursday, September 18, 2008 4-128
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. APPROVAL OF PROPOSED NEW CLASSIFICATION SPECIFICATIONS/SALARY RANGES
 - A. Instructional Technology Support Assistant 8-167
Proposed classified salary range #250 (\$3,775-\$5,205/month)
Proposed classification specification attached
 - B. Grant Director – Industry Driven Regional Collaboratives/VESL Project 8-168
Proposed management salary range #105 (\$6,453.75-\$8,648.33/month)
Proposed classification specification attached
 - C. Grant Director – Science, Technology, Engineering, Mathematics (STEM) Grant 8-169
Proposed management salary range #105 (\$6,453.75-\$8,648.33/month)
Proposed classification specification attached
 - D. Purchasing Specialist 8-170

Proposed classified salary range #265 (\$4,092-\$5,639/month)
Proposed classification specification attached

- 9. **APPROVAL OF PROPOSED REVISIONS OF CLASSIFICATION SPECIFICATIONS/SALARY RANGE**
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**
 - A. Title change of the classification of Director of Employment/Personnel Commission 15-2
Proposed title of Director of Employment Services/Personnel Commission
 - B. Title change of the classification of Director of Human Resources 15-3
Proposed title of Director of Human Resources Operations
- 16.-18. Will be listed as appropriate.
- 19. **OTHER**
None
- 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, November 20, 2008 at 7:00 p.m. The meeting 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 Evaluation
Performance Evaluation of the Director of Employment Services/Personnel Commission
- 23. **RECONVENE IN OPEN SESSION**

24. ADJOURNMENT

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