LONG BEACH COMMUNITY COLLEGE DISTRICT
LONG BEACH CITY COLLEGE

PERSONNEL COMMISSION MEETING MINUTES
January 29, 2007

REGULAR SESSION
Mr. McManus called the regular session to order at 5:00 p.m.
He led the audience in the pledge of allegiance.

CLOSED SESSION
Pursuant to Section 54957 of the California Government Code, discussed appointment, employment, discipline or dismissal of public employees. No action was taken during closed session.

ROLL CALL
Personnel Commissioners Ms. Carlin, Mr. Gaylord, and Mr. McManus were present.

APPROVAL OF MINUTES
Motion to approve the minutes of December 19, 2006 and the revised January 16, 2007 made by Mr. Gaylord and seconded by Ms. Carlin. Motion carried 3/0.

OLD BUSINESS
Second Reading of
New Classification
Ms. Kossick submitted for approval the new classification of Director of Community and Governmental Relations, Management Team Salary Schedule, Range 16, for the second reading. Motion to approve was made by Ms. Carlin; seconded by Mr. Gaylord. Motion carried 3/0.

Second Reading of
New Classification
Ms. Kossick submitted for approval a revision of an existing class specification for Director, Superintendent-President for a second reading. Mr. McManus stated that due to the extensive recruitment done for this position it warranted a lowering of the educational standards but, he would not look at this as a basis for lowering any other educational standards within the Merit System. Motion to approve was made by Mr. McManus; seconded by Mr. Gaylord and Ms. Carlin. Motion carried 3/0.

NEW BUSINESS
Revise Class Specification
Ms. Kossick submitted for approval to revise class specification, Human Resources Assistant for first reading.
Establish New Classification

Approve Eligibility Lists
Ms. Kossick submitted for approval the eligibility lists for Administrative Secretary; College Center Coordinator; Deputy Director, Operations and Maintenance; Educational Technologist; Health Services Technician. Motion to remove Administrative Secretary and Deputy Director, Operations and Maintenance from the list at this time was made by Mr. Gaylord; seconded by Ms. Carlin.

With no further discussion, Mr. McManus moved to approve the remaining classifications on the list; seconded by Ms. Carlin and Mr. Gaylord.

INFORMATIONAL ITEMS
Job Announcements
Ms. Kossick announced the following job announcement closing dates in parenthesis: Administrative Secretary to the Personnel Commission (2/6/07); Senior Accountant (2/15/07); Nurse Practitioner (Open Until Filled).

Next Meeting
Next Meeting is scheduled on February 20, 2007, at 5:00 p.m., Dyer Hall at the Pacific Coast Campus.

COMMENTS FROM THE STAFF
No comments

COMMENTS FROM THE COMMISSIONERS
Ms. Carlin stated the importance of having regular commission meetings at PCC and that every effort should be made to secure the next meeting at PCC.

COMMENTS FROM THE AUDIENCE
Alta Costa, President of the AFT thanked the commissioners for pulling the Administrative Secretary position off the eligibility off the agenda because the Union believes there is a problem with the ranking concerning that classification. Ms. Costa wished to go on record siting 5.2.J of the Rules and Regulations of the Classified Service: "unless specifically directed to evaluate candidates in technical knowledge and skills, the interview panel shall confine itself to general fitness for the class". Ms. Costa stated that since this was not the case in the interview involving two employees that did not pass the Administrative Secretary oral interview, they should not have failed the interview.
The Union is requesting that in-house people not serve on future interview panels because of the difficulty in confining the evaluation of fellow colleagues to "general fitness for the class" and also because there is the possibility of personal bias in their evaluation.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:22 p.m.