PERSONNEL COMMISSION
LONG BEACH COMMUNITY COLLEGE DISTRICT

Regular Meeting
November 5, 2007
Dyer Hall, PCC
Long Beach City College

REGULAR SESSION

Mrs. McManigal-Ball called the regular session to order at 5:07 p.m. She 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, Mrs. McManigal-Ball and Mr. Thorpe were present. Mr. Gaylord was not in attendance.

APPROVAL OF MINUTES

Motion to approve the minutes of October 9, 2007, made by Mr. Thorpe; seconded by Mrs. McManigal-Ball. Motion carried 2/0.

OLD BUSINESS

Establishment of a New Classification – Network Administrator – Second Reading and Approval

Ms. Kossick submitted for second reading and approval the establishment of a new classification for Network Administrator, AFT Bargaining Unit Salary Schedule 2007-2008, Range 44. Motion to approve made by Mr. Thorpe; seconded by Mrs. McManigal-Ball. Motion carried 2/0.

NEW BUSINESS

Establishment of a New Classification – Athletic Business Specialist – First Reading

Ms. Kossick submitted for first reading the establishment of a new classification for Athletic Business Specialist, AFT Bargaining Unit Salary Schedule 2007-2008, Range 29. The item will return on a future agenda for second reading and approval.

Establishment of a New Classification – Center for Training & Professional Development Manager – First Reading

Ms. Kossick submitted for first reading the establishment of a new classification for Center for Training & Professional Development Manager, Management Team Salary Schedule 2007-2008, Range 13. The item will return on a future agenda for second reading and approval.

Establishment of a New Classification – Facilities Maintenance Manager – First Reading


Revised Class Specification – Program Director, Economic Development – First Reading

Ms. Kossick submitted for first reading a revised class specification for Program Director, Economic Development. After reviewing the class specification, the hiring authority
Approval of New Classifications – Director, Grants and Resource Development; and Web Developer II, Instructional Technology and Distance Learning

Salary Range Increase - Registrar

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recommended minor changes to clarify the director’s responsibility to Economic Development, not Workforce Development.

Ms. Kossick submitted for approval new classifications for Director, Grants and Resource Development; and Web Developer II, Instructional Technology Distance Learning. Ms. Kossick informed the Commission that these classifications were developed in response to late submissions of reconsideration requests to Human Resources and RSG. Motion to approve made by Mr. Thorpe; seconded by Mrs. McManigal-Ball. Motion carried 2/0.

Ms. Kossick submitted for approval an increase in salary range for the classification of Registrar from Range 13 to Range 15 on the Management Team Salary Schedule. Ms. Kossick provided the Commission with back-up information as to the current placement of this position along with the surrounding colleges’ compensation ranges. Human Resources received only two qualified applications for this recruitment after extensive advertising. Mr. Miyashiro, Dean of Admissions and Records, requested an increase in the salary range to be more competitive in the job market and be able to attract more qualified candidates.

Mr. Thorpe distributed a document he created showing administrators’ salaries at community colleges in California. He said that the Long Beach Community College District is second in the state in paying administrative salaries and that only San Mateo is higher. He was concerned that LBCC administrators receive a higher compensation than administrators in Los Angeles, North Orange, and so forth.

Mr. Thorpe voted to extend the range to 14 and clarified that the range had already been increased once before due to the RSG study.

Ms. Costa, AFT President, and Mr. Eckman, AFT Communications Officer, spoke to the item.

Motion to approve, increasing the range to 14 not 15, made by Mr. Thorpe; seconded by Mrs. McManigal-Ball. Motion carried 2/0.
Request for Working Out of Class
Ms. Kossick submitted for approval an extension of a working out of class assignment for a period of more than ninety (90) calendar days for Human Resources Manager, Academic. Motion to approve made by Mr. Thorpe; seconded by Mrs. McManigal-Ball. Motion carried 2/0.

Request for Working Out of Class
Ms. Kossick submitted for approval an extension of a working out of class assignment for a period of more than ninety (90) calendar days for Stadium & District Facilities Business Manager. Motion to approve made by Mr. Thorpe; seconded by Mrs. McManigal-Ball. Motion carried 2/0.

Approve Eligibility Lists
Ms. Kossick submitted for approval the eligibility lists for Instructional Assistant, Library Technician, and Staff Development Coordinator.

Mr. Thorpe thanked the Director of Human Resources for adding the number of candidates that applied to the eligibility lists. He also requested that Human Resources – Personnel Commission begin advertising with CASBO

Motion to approve made by Mr. Thorpe; seconded by Mrs. McManigal-Ball. Motion carried 2/0.

INFORMATIONAL ITEMS
Next Meeting
Mrs. McManigal-Ball announced that the next meeting is scheduled for November 20, 2007, at 5:00 p.m., in the Board Room, Building I, LAC.

COMMENTS FROM THE STAFF
Ms. Kossick read a report regarding a request to review clerical classifications in the Facilities Department.

Ms. Kossick reported, on behalf of the Commission, the findings of the classification appeals that took place earlier in the day.

COMMENTS FROM THE COMMISSIONERS
Mr. Thorpe gave his condolences to Mrs. McManigal-Ball for the loss of her father.
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Mrs. McManigal-Ball shared that she was present tonight because her father was dedicated to public service. She thanked everyone for appreciating what she has gone through and for their support during this difficult time.

COMMENTS FROM THE AUDIENCE

None.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:47 p.m.