CALL TO ORDER
Commissioner Jeannine McManigal-Ball, Chairperson, called the regular session to order at 5:15 p.m.

PLEDGE OF ALLEGIANCE
Ms. McManigal-Ball 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
Commissioners Jeannine McManigal-Ball and Darwin Thorpe were present. Richard Gaylord was not in attendance.

APPROVAL OF MINUTES
Motion to approve the minutes of the June 20, 2011 meeting made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

OLD BUSINESS
Establishment of a New Classification, Second Reading
- Planning Systems Analyst I

Julie Kossick, Director of Human Resources, recommended for second reading and approval an establishment of a new classification for Planning Systems Analyst I.

Dr. Eva Bagg, Associate Dean of Institutional Effectiveness, was present to answer questions.

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

NEW BUSINESS
Establishment of a New Classification, First Reading
- Director, Student Discipline and Student Life
- Director, Student Health Services and Student Life

Ms. Kossick recommended for first reading an establishment of a new classification for Director, Student Discipline and Student Life and an establishment of a new classification for Director, Student Health Services and Student Life. These items will return on a future agenda for second reading and approval.

Dr. Gregory Peterson, Vice President of Student Support Services, was present to answer questions.

No motion.

Request of Transfer to a Related Class
- Sr. Office Assistant to SBDC Program Assistant (C. Recharte)

Ms. Kossick recommended for review and approval a request from Christine Recharte, Sr. Office Assistant, to transfer to SBDC Program Assistant. Both the Sr. Office Assistant and SBDC Program Assistant classifications are at range 21. Ms. Recharte has held the positions of Intermediate Clerk, Purchasing Clerk, and Sr. Office Assistant.

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.
Revised Class Specification, First Reading

- Instructional Aide, Architectural & Mechanical Drafting & Design

Ms. Kossick recommended for first reading, a revised class specification for Instructional Aide, Architectural & Mechanical Drafting & Design. This item will return on a future agenda for second reading and approval.

Dr. Greg Schulz, Dean of Trades, Industrial and Career Technologies, was present to answer questions.

No motion.

Request for Working Out-of-Class

- CTE Coordinator (A. Smith)
- SBDC Regional Director (J. Alva)

Ms. Kossick recommended for approval an extension of a working out-of-class request for a period of more than ninety (90) days. Amy Smith, a permanent employee in the Grant Assistant III class, will fill the vacant CTE Coordinator position through July 29, 2011, and will provide work continuity in Economic and Resource Development. The position is currently on recruitment.

Ms. Kossick recommended for approval an extension of a working out-of-class assignment for a period of more than ninety (90) days. James Alva, a permanent employee in the Associate Director, SBDC class will fill the vacant SBDC Regional Director position through July 31, 2011, and will provide work continuity in Economic and Resource Development. The position is currently in recruitment.

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

Request for Professional Expert

- Assistant Coach, Football (R. Gonzales)

Ms. Kossick recommended for approval a professional expert for Assistant Coach. Richard Gonzalez will assist the head coach in the football program through June 30, 2012.

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

Eligibility Lists:

- Program Manager, Advanced Transportation & Security Technology (#11-028)

Ms. Kossick recommended for approval an eligibility list for Program Manager, Advanced Transportation & Security Technology (11-028)

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

INFORMATIONAL ITEMS

Next Meeting

Ms. McManigal-Ball announced that the next regular meeting of the Personnel Commission would be held on Monday, August 8, 2011 at 5:00 p.m., in the Board Room, T1100, Building T, at the Liberal Arts Campus.

COMMENTS FROM THE STAFF

Ms. Kossick thanked everyone in the audience for being present and for answering questions.

COMMENTS FROM THE COMMISSIONERS

Ms. McManigal-Ball thanked the audience for the information they provided.

COMMENTS FROM THE AUDIENCE

None.

ADJOURNMENT

Ms. McManigal-Ball adjourned the meeting at 5:37 p.m.