Merit Principles

- Hiring and promoting employees on the basis of ability, with open competition in initial appointment.
- Providing fair compensation on the basis of like pay for like work.
- Retaining employees on the basis of performance, correcting inadequate performances, and separating those whose inadequate performance can not be corrected.
- Training employees as needed for high-quality performance.
- Assuring fair treatment of applicants and employees in all aspects of personnel administration without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, or marital status, and with proper regard for their privacy and constitutional rights as citizens.
- Protecting employees against political coercion and prohibiting use of official position to affect an election or nomination for office.

A Special “Thank You” to Our Raters

The Personnel Commission and Staff would like to wholeheartedly thank the numerous District employees, other agency employees, and community members who assisted by serving as panel members on our examination panels. Your assistance is invaluable to the recruitment process and is greatly appreciated.

Personnel Commission Meetings

1900 Pico Boulevard, Business Building (Board Room) Room 117
Santa Monica, CA 90405
On the third Wednesday of each month
12:00 noon

The Merit System

Very simply, a merit system is a method of personnel management designed to promote the efficiency and economy of the workforce and the good of the public by providing for the selection and retention of employees, in-service promotional opportunities and other related matters, on the basis of merit and fitness.
The Personnel Commission

Commissioners

Joy O. Abbott, Board of Trustees appointee

Dr. Joseph Metoyer, Board of Trustees appointee

Deborah Jansen, Vice Chair, CSEA appointee

Dolores Press, Commission appointee

Karen Bancroft, Chair, CSEA appointee

The Personnel Commission is responsible for maintaining a merit system for classified employees and fostering the advancement of a career service for those employees. The Personnel Commission classifies positions; recommends salaries; hears appeals of disciplinary and dismissal matters and protests involving examinations, selection or appointment procedures; and prescribes rules related to a variety of personnel practices.

Classified Actions Fiscal Year 2008–2009

Exams Announced: 26
Total number of applicants: 9647
Eligibility Lists: 41
Addition of Names to Continuous Lists: 13
Number of Eligibles on lists: 631
Career Laddering Lists: 1
Reinstatement Lists: 4
Seniority Lists: 1
New Class Specifications: 4
Revised Class Specifications: 24
Appointments (New Hires): 58
Promotional Appointments: 9
WOC Assignments: 24
Limited Term Appointments: 256
Provisional Appointments: 82

ABOUT US

Classified Employment Information
(Non-Teaching Positions)

24-Hour Job Line: (310) 434-4321
Office: (310) 434-4410
Fax: (310) 434-3612
Web: www.smc.edu/jobs

Personnel Commission Office

Mailing Address:
1900 Pico Boulevard
Santa Monica, CA 90405

Location:
Santa Monica College Administration Building
2714 Pico Boulevard, 2nd floor
Santa Monica, CA 90405

Commission Staff

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