

# Merit Rules Advisory Committee Meeting Agenda

November 1, 2023 – 10:00 a.m.

1900 Pico Blvd, Business Building, Room 117

|   |   |   |
|---|---|---|
| <p>DEPARTMENTS: PLEASE POST</p> <p>Academic Affairs: Sharon Thomas</p> <p>Accounts Payable: Cherry Aquino</p> <p>Admissions &amp; Records: Jackson Edwards</p> <p>African American Center: Sherri Bradford</p> <p>Athletics: Theresa Tang</p> <p>Auxiliary Services: Ofelia Meza</p> <p>Bundy: Beverly Redd-Walker</p> <p>Business Department: Peter Murray</p> <p>Campus Police Office: Jennifer Jones</p> <p>Campus Store: Elease Juarez</p> <p>Career Services: Vicky Rothman</p> <p>Cashier's Office: Veronica Romo</p> <p>Center for Media &amp; Design: Angela Valentine</p> <p>Community Education:</p> <p>Counseling Office: Allison Kosich</p> <p>Custodian Time Clock: Anthony Williams</p> <p>Disabled Students Center: Nathalie Laille</p> <p>Early Childhood Ed.: Michelle Aragon</p> <p>Emeritus Department: V. Rankin-Scales</p> <p>English Dept.: Martha Hall</p> <p>EOP&amp;S: Debra Locke</p> <p>ESL Office: Jocelyn Alex</p> <p>Events Office: Vinnessa Cook</p> <p>Faculty Association: Peter Morse</p> <p>Financial Aid Office: Sandra Hernandez</p> <p>Health Sciences: Clarenda Stephens</p> <p>Health Office: Nancy Alfaro</p> <p>HSS: Carolyn Baugh</p> <p>Institutional Research:</p> <p>International Education Center: Ana Jara</p> <p>KCRW:</p> <p>Latino Center: Maria Martinez</p> <p>Madison: Gail Johnson</p> <p>Maintenance/Operations: Kasey Garland</p> <p>Malibu: Angela Bice</p> <p>Math Village: Kristina Fukuda</p> <p>Media Center: L. Nakamura</p> <p>Modern Language: Travis Grant</p> <p>Music: Lori Geller</p> | <p>Outreach &amp; Recruitment:</p> <p>Giselle Gradilla</p> <p>Payroll: Ian Fraser</p> <p>Science: Ingrid Cardwell</p> <p>SMCPAC: Susan Hudelson</p> <p>Student Life: Amelia Trejo</p> <p>Superintendent/Presidents</p> <p>Office: L. Kilian</p> <p>STEM: Vanan Yahnian</p> <p>Theater Arts:</p> <p>W&amp; ED/Bundy: Tricia Ramos</p> <p>ADMINISTRATORS AND MANAGERS</p> <p>Emeritus: Guadalupe Salgado</p> <p>Noncredit Programs:</p> <p>Scott Silverman</p> <p>Facilities: Dennis Biddle</p> <p>HR: Tre'Shawn Hall-Baker</p> <p>Info Tech: Marc Drescher</p> <p>IEC: N. Pressian</p> <p>Instructional Technology:</p> <p>Maintenance:</p> <p>Terry Kamibayashi</p> <p>Operations:</p> <p>Darryl Gray</p> <p>Felicia Hudson</p> <p>Robert Villanueva</p> <p>Receiving: Lisa Davis</p> <p>Supplemental Instruction:</p> <p>Wendi DeMorst</p> | <p>SUPERINTENDENT/PRESIDENT AND SENIOR STAFF</p> <p>Superintendent/President: Kathryn Jeffery</p> <p>Executive VP:</p> <p>VP Academic Affairs:</p> <p>VP Business/Admin: Chris Bonvenuto</p> <p>VP Enroll. Services: T. Rodriguez</p> <p>VP Human Resources: Sherri Lee-Lewis</p> <p>VP Student Affairs: M. Tuitasi</p> <p>Senior Director Government Relations &amp; Institutional Communications: Don Girard</p> <p>Community Relations: Kiersten Elliott</p> <p>Public Information: Grace Smith</p> <p>PUBLIC POSTING LOCATION</p> <p>Online: <a href="http://www.smc.edu">www.smc.edu</a></p> <p>EMPLOYEE ORGANIZATIONS</p> <p>CSEA Labor Rep.: Caden Stearns</p> <p>CSEA Chapter Pres.: Cindy Ordaz</p> <p>CSEA Chapter 1st V.P.: Martha Romano</p> <p>CSEA Chapter 2nd V.P.: Kennisha Green</p> <p>CSEA Chief Job Steward: Lee Peterson</p> <p>CSEA Treasurer: Dagmar Gorman</p> <p>CSEA Secretary: Judith Mosher</p> <p>CSEA Chief Development Officer:</p> <p>Luis Martin</p> <p>CSEA Communications Officer:</p> <p>SMC POA President: Officer Cadena</p> <p>Management Association: Scott Silverman</p> <p>IF YOU NEED AN ACCOMMODATION</p> <p>Written requests for disability-related modifications or accommodations that are needed in order to participate in the Commission meeting are to be directed to the Personnel Commission Office as soon in advance of the meeting as possible.</p> <p>Revised 9/7/2023</p> |
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## **PUBLIC PARTICIPATION DURING MERIT RULES ADVISORY COMMITTEE MEETINGS**

Members of the public may address the Committee by oral presentation concerning any subject that lies within the jurisdiction of the Merit Rules Advisory Committee provided the requirements and procedures herein set forth are observed. All public comments will be subject to the general rules set forth below.

- Generally, three minutes is allotted to each speaker per topic for general public comments or per agenda item.
- Individuals wishing to speak during Public Comments or on a specific item on the Agenda will be called upon during Public Comments.
- Individuals wishing to speak on a specific item will be called upon at the time that the Committee reaches that item in the agenda.
- Each speaker is limited to one presentation per specific agenda item before the Committee, and to one presentation per Committee meeting on non-agenda items.

Exception: This time allotment does not apply to individuals who address the Committee at the invitation or request of the Committee.

Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Committee by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Committee, be requested to be orderly and silent and/or removed from the meeting.

No action may be taken on items of business not appearing on the agenda.

### **Instructions for Submitting a Request to Speak at In-Person Meeting**

Individuals wishing to address the Committee during Public Comments or regarding item(s) on the agenda must complete a request form with name, address, name of organization (if applicable) and the topic or item on which comment is to be made. This must be submitted to Tatiana Morrison, Personnel Technician, at the meeting before the Committee reaches the applicable section in the agenda.

### **Instructions for Submitting Written Comments via E-Mail**

Individuals wishing to submit written comments to be read at the Merit Rules Advisory Committee Meeting should send an email to [morrison\\_tatiana@smc.edu](mailto:morrison_tatiana@smc.edu) by 9:30 a.m. for the regular session starting at 10:00 a.m. The email should contain the following information:

- Name
- Address
- Name of organization (if applicable)
- Topic or specific item number
- Comment to be read.

*Reference: Committee Policy Section 2350  
Education Code Section 72121.5  
Government Code Sections 54950 et seq*

Public Session: 10:00 AM

I. Organizational Functions

A. Call to Order:

B. Roll Call

| <b>Committee Members</b>                  | <b>Present</b> | <b>Absent</b> |
|---|----------------|---------------|
| Lawrence Leone, Personnel Commission      |                |               |
| Barbara Greenstein, Personnel Commission  |                |               |
| Carol Long, Personnel Commission          |                |               |
| Dr. Tre'Shawn Hall-Baker, Human Resources |                |               |
| Lee Peterson, CSEA                        |                |               |
| Cindy Ordaz, CSEA                         |                |               |
| Kennisha Green, CSEA                      |                |               |
| Brent Heximer, CSEA                       |                |               |
| Alberto Echeverria, SMCPOA                |                |               |

II. Approval of Minutes

A. Meeting Date: October 4, 2023

|                              |  |
|------------------------------|--|
| Disposition by the Committee |  |
| Motion Made By               |  |
| Seconded By                  |  |
| Ayes                         |  |
| Nays                         |  |
| Abstentions                  |  |
| Amendments/Comments          |  |

III. Public Comments (Non-Actionable Items from those in Attendance)

IV. Major Items of Business

| <b>Item</b> | <b>Subject Matter</b>  |
|-------------|------------------------|
| 1           | Merit Rule 11.14.1     |
| 2           | Merit Rules Chapter 15 |

V. Meeting Adjourned:

|                              |  |
|------------------------------|--|
| Disposition by the Committee |  |
| Motion Made By               |  |
| Seconded By                  |  |
| Ayes                         |  |
| Nays                         |  |
| Abstentions                  |  |
| Amendments/Comments          |  |

| Weekday   | Month    | Day | Year | Time       | Meeting Location                  |
|-----------|----------|-----|------|------------|-----------------------------------|
| Wednesday | December | 6   | 2023 | 10:00 a.m. | 1900 Pico Blvd<br>Business Rm 117 |
| Wednesday | January  | 3   | 2024 | 10:00 a.m. | 1900 Pico Blvd<br>Business Rm 117 |
| Wednesday | February | 7   | 2024 | 10:00 a.m. | 1900 Pico Blvd<br>Business Rm 117 |
| Wednesday | March    | 6   | 2024 | 10:00 a.m. | 1900 Pico Blvd<br>Business Rm 117 |
| Wednesday | April    | 3   | 2024 | 10:00 a.m. | 1900 Pico Blvd<br>Business Rm 117 |
| Wednesday | May      | 1   | 2024 | 10:00 a.m. | 1900 Pico Blvd<br>Business Rm 117 |
| Wednesday | June     | 5   | 2024 | 10:00 a.m. | 1900 Pico Blvd<br>Business Rm 117 |

In accordance with the law, this regular meeting agenda  
 was posted 72 hours in advance of the meeting.