

# Santa Monica College Personnel Commission Annual Report Fiscal Year 2020-2021



Dr. Joseph P. Metoyer Jr.  
Chair  
Board of Trustees Appointee



Joy Abbott  
Vice Chair  
Board of Trustees Appointee

#### Personnel Commission Staff:

Carol Long, Director of the Personnel Commission  
Amy Gurjian, Classification & Compensation Manager  
John Linke, Supervising Personnel Analyst  
August Faustino, Personnel Analyst  
Karen Monzon, Personnel Analyst  
Olga Vasquez, Personnel Analyst  
Jose Guzman, Personnel Technician  
Brent Heximer, Administrative Assistant II  
Tatiana Morrison, Administrative Assistant II  
Julia Britt, Personnel Specialist

[www.smc.edu/classifiedjobs](http://www.smc.edu/classifiedjobs)

#### PERSONNEL COMMISSION OFFICE LOCATION:

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#### Mailing Address:

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Barbara Greenstein  
CSEA Appointee



Lawrence Leone  
Commission  
Appointee



Deborah Jansen  
CSEA Appointee

## Personnel Commission Updates Fiscal Year 2020-2021

The past fiscal year brought about significant fluctuations in workload for all of our areas, and necessary temporary procedural changes in response to the need to move all testing and interviews into a remote environment.

The number of recruitments requested remained at a minimal level throughout most of 2020-2021. However, these numbers have begun to increase significantly since July 2021.

Standard processes we have set up in the past for conducting our classification and compensation studies were temporarily revised this past fiscal year, when the District imposed a salary freeze. Reporting from our cyclical classification studies was placed on hold until September 2020. Reporting of salary reallocations was placed on hold until April 2021.

The Personnel Commission has completed our fifth year of cyclical classification reviews as required by our Merit Rules.

## Personnel Commission Meetings

Meetings of the Personnel Commission were held on the third Wednesday of each month at Noon via Zoom

## About Santa Monica College

A two-year community college accredited by the Western Association of Schools and Colleges – opened in 1929 with just 153 students and has grown to a thriving campus with more than 23,000 students and offerings in over 100 fields of study. The leader among the state's 116 community colleges in transfers to the University of California, University of Southern California, Loyola Marymount University, and other four-year colleges.

## The Merit System at SMC

The purpose of the Merit System is to ensure that classified employees are recruited, selected, promoted, and retained without favoritism or prejudice, and solely on the basis of merit and fitness. The merit system applies only to classified (non-teaching) employees, and is administered by the Personnel Commission.

The Personnel Commission at Santa Monica College consists of a five-member body, and is responsible for guaranteeing that employment, retention and promotion for all classified employees are based on Merit System principles. The Commissioners are private citizens who must be a registered voter and residents of Santa Monica or Malibu, and known adherents to the merit principle.

## Basic Principles of the Merit System

- Recruitment from all segments of society and advancement on the basis of relative ability, knowledge, and skill under fair and open competition
- Administering a competitive salary structure based on sound professional standards, prevailing community practices, legal requirements, and equity
- Fostering an environment that promotes inclusion, civility, and diversity
- Providing a voice for the interests of classified staff, classified managers, and classified administrators
- Protection of employees from arbitrary action, personal favoritism, or political coercion

Personnel Commission staff at Santa Monica College are committed to providing our services in a manner which is client oriented, professionally based, and in conjunction with the goals of the governing board.

# Classified Action



<b>Action</b>	<b># of Times Action Completed</b>
Exams Announced	46
% of Online Applications	100
# of Eligibility Lists	22
# of Eligibles on Lists	80
Reinstatement Lists	1
Appointments (New Hires)	6
Promotional Appointments	13
Working Out of Class	17
Internal Limited Term Assignments	13
New Class Descriptions	3
Revised Class Descriptions	34
Position Studies Conducted	8
Position Reclassifications Granted	3
# of Seniority Lists Established	7
# of Merit Rule Updates	23
Provisional Appointments	88
Limited Term Appointments	43
Total # of applicants	846

35 Years

Steven Herbert  
Brian Pena

30 Years

Beatris Guevara  
Ana Jara  
Ariana Morgenstern  
LeRoy Nakamura  
Ramon Salcedo

25 Years

Andrew Abel  
Thomas Carter  
Mark Engfer  
Delia Padilla  
Lee Peterson  
Alvin Ponce  
Arnulfo Reyes  
Dan Rojas  
Peter Smith

20 Years

Mohamad Fakih  
Wendy Henriquez  
Felicia Hudson  
Cindy Kelly  
Michael Newport  
Evelyne Pedersen  
Rhonda Robinson  
Anthony Victorin

15 Years

Carolyn Baugh  
Lisa Burns  
Rosa Maria Campos  
Jermaine Carter  
Alberto Echeverria  
Sandra Franco  
Domingo Gonzalez  
Irin Darryl Gray  
Jose Guzman  
Steven Hearn IV  
Mario Lopez Hernandez  
Ann Le  
Damon McLeod  
Emily Raby  
Jessica Riojas  
Veronica Romo  
Silvia Rosales-Rivera  
Mukhorn Sin  
Randolph Smith  
Jenia Soufian  
Tyrone Taylor  
Debra Willoughby

10 Years

Michelle Aragon  
Diana Askew  
Anthony Barlow  
Nyla Cotton  
Eloisa Davis-Ludlow  
Brent Heximer  
Felix Ma  
Marcia Merritt Williams  
George Rogers  
Nahalia Samuels  
Kathleen Solis  
Olga Vasquez  
Robert Villanueva  
Bryan Wilson

# Longevity Recognitions



5 Years

Roger Acevedo	Janet Kleinman
Johnnie Adams	Mattie Lanz
La Trina Adeyemi	Alysha LaScalza
Maria Arango	John Linke
Glaurys Ariass	Amanda Logan
Anne Marie Bautista	Paul Lucero
Alanna Brooke	Philloon Ly
Silvana Carrion-Palomares	Saman Mehrazar
Danielle Casale	Joseph Metzger
Yanping Linda Chen	Rodney Mills
Edwin Cruz	Sheldon Morley
Rachel Demski	Lisa Neves
Traci Dickenson	Jonathan Ng
Anisha DiGregorio	Omar Plascencia
Cristina Garcia	Fabio Prieto
Arturo Gonzalez	Reyna Rosales Rivera
Dagmar Gorman	Maria-Pilar Royo Sanz
Amy Gurjian	Robert Rudolph
Gustavo Gutierrez	Masis Shahoomian
Berta Hernandez	Rebecca Sprigg
LaToya Hightower	Jessica Thomas
Donte Huddleston	Louis Tovaes
Dominic Jester	Paul Trautwein
Anthony Johnson	Raymond Valdiviezo
Stacey Jones	Jose Velazquez
Rafal Karpinski	Lisa Winter
Kevin King	Janet Wolf
Antonio Sanchez	Yosief Yihunie
Danny Kadomsky	



Thank you!