

LOS ANGELES COMMUNITY COLLEGE DISTRICT
PERSONNEL COMMISSION MEETING

Wednesday, May 5, 2021 – 1:00 p.m.

Via Teleconference:

<https://laccd.zoom.us/j/5603717342>

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 560 371 7342

ORDER OF BUSINESS – OPEN MEETING

- I. Convene Regular Meeting
- II. Report of Actions Taken in Closed Session
- III. Miscellaneous Personnel Commission Activities and Announcements
 - a. Classified Employment Opportunities Bulletin
 - b. Strictly Classified Employee Bulletin
- IV. Revision to Personnel Commission Rule 520, EXECUTIVE SECRETARIES TO CHANCELLOR AND BOARD OF TRUSTEES (Final Approval) (Case 3940)
- V. Classification Study: Administrative Assistant to the Board of Trustees, EN 767806, Board of Trustees Office, Educational Services Center (Case 3941)
- VI. Class Description Revisions for:
 - a. Executive Assistant/Executive Assistant (Confidential)
 - b. Executive Assistant to the Chancellor
- VII. Correspondence
- VIII. Notice of Anticipated Items: Classification Study: EN 1060460, Student Services Aide, Transfer Center, Mission College (AFT)
- IX. Hear Non-Agenda Speakers/Open Forum
- X. Reconvene into Closed Session
- XI. Reconvene into Open Session
- XII. Report of Actions Taken in Closed Session
- XIII. Adjourn

NEXT PERSONNEL COMMISSION MEETING:

Wednesday, May 19, 2021
Closed Meeting 12:30 p.m.
Open Meeting 1:00 p.m.
Via Teleconference

In compliance with Government Code Section 54957.5 (b), documents made available to the Personnel Commission after posting of the agenda that relate to an upcoming public session item will be made available by posting on the District's official bulletin board located in the lobby of the Educational Services Center located at 770 Wilshire Boulevard, Los Angeles, California 90017. Members of the public wishing to view the material will need to make their own parking arrangements at another location.

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the American with Disability Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof.

To make a request for disability-related modification or accommodation, including auxiliary aids or services, please contact the Personnel Commission Office at PersComm@laccd.edu no later than 12 p.m. (noon) on the Monday prior to the Personnel Commission meeting.