

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
PERSONNEL COMMISSION**

510 PERSONNEL DIRECTOR AND PERSONNEL COMMISSION EMPLOYEES

Education Code Section(s)

88084. The commission shall appoint a personnel director within 90 days after the adoption of a merit system from an eligibility list established from a competitive examination given under the auspices of the commission. The commission shall appoint all employees paid from funds budgeted for the support of the commission and shall supervise the activities of those employees that are performed as a part of the functions of the commission. These employees shall be appointed from eligibility lists established pursuant to the provisions of this article, be classified employees of the community college district and shall be accorded all the rights, benefits, and burdens of any other classified employee serving in the regular service of the district, including representation by the appropriate exclusive representative, if any.

88086. (a) The personnel director shall be responsible to the commission for carrying out all procedures in the administration of the classified personnel in conformity with this article and the rules of the commission, and shall be free of prejudice or bias in order to ensure the impartiality of the commission. He or she shall also act as secretary of the commission and shall prepare, or cause to be prepared, an annual report which shall be sent by the commission to the governing board.

(b) A personnel director shall not advise or make recommendations to the commission regarding any disciplinary action appealed to the commission under Section 88124, if the personnel director is the party who brought the action against the employee.

- A. All Personnel Commission employees shall be appointed from eligibility lists established in the same manner as for all other classified employees. An eligibility list for Personnel Director shall be established under the auspices of the Personnel Commission.
- B. All Personnel Commission employees shall be subject to supervision, performance evaluation, and disciplinary action by the Personnel Commission as to their activities that are performed as part of the functions of the Personnel Commission.
- C. Personnel Commission employees shall have the status of employees of the Los Angeles Community College District and shall have all the rights, benefits, and burdens of classified employees of the District, including representation by an exclusive representative.
- D. The Personnel Director shall act as secretary of the Personnel Commission and shall prepare, or cause to be prepared, an annual report which shall be shared by the Personnel Commission with the Board of Trustees. The Personnel Director shall have authority to receive all documents addressed to the Personnel Commission and to issue subpoenas in accordance with the provisions of Personnel Commission Rule 513, HEARINGS AND INVESTIGATIONS except as it relates to investigations into allegations that may implicate the Personnel Director.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
PERSONNEL COMMISSION**

510

LAW AND RULES

June 9, 2021

- E. The Personnel Director shall not advise or make recommendations to the Personnel Commission regarding any disciplinary action appealed to the Personnel Commission in accordance with the provisions of Personnel Commission 735, CAUSES AND PROCEDURES FOR SUSPENSION, DEMOTION, AND DISMISSAL, if they are the party who brought the action against the employee. The Personnel Director, as authorized by the Personnel Commission, may make the necessary arrangements for a hearing officer or other representative to conduct any hearing or investigation which the Personnel Commission itself is authorized to conduct.