

LOS ANGELES COMMUNITY COLLEGE DISTRICT
PERSONNEL COMMISSION

726

LAW AND RULES

September 7, 2022

726 CONCURRENT ASSIGNMENTS

Education Code Sections

88080. (a) The commission shall prescribe and, amend, and interpret subject to this article, such rules as may be necessary to insure the efficiency of the service and the selection and retention of employees upon a basis of merit and fitness. The rules shall not apply to bargaining unit members if the subject matter is within the scope of representation, as defined in Section 3543.2 of the Government Code, and is included in a negotiated agreement between the governing board and that unit. The rules shall be binding upon the governing board, but shall not restrict the authority of the governing board provided pursuant to other sections of this code.

(b) No rule or amendment which would affect classified employees who are represented by a certified or recognized exclusive bargaining representative shall be adopted by the commission until the exclusive bargaining representative and the community college employer of the classified employees who would be affected have been given reasonable notice of the proposal.

88081. (a) The rules shall provide for the procedures to be followed by the governing board as they pertain to the classified service regarding applications, examinations, eligibility, appointments, promotions, demotions, transfers, dismissals, resignations, layoffs, reemployment, vacations, leaves of absence, compensation within classification, job analyses and specifications, performance evaluations, public advertisement of examinations, rejection of unfit applicants without competition, and any other matters necessary to carry out the provisions and purposes of this article.

(b) With respect to those matters set forth in subdivision (a) which are a subject of negotiation under the provisions of Section 3543.2 of the Government Code, such rules as apply to each bargaining unit shall be in accordance with the negotiated agreement, if any, between the exclusive representative for that unit and the public school employer.

- A. A concurrent assignment is a short-term assignment of two regular incumbents to the same position at the same time, for the purpose of giving a successor an opportunity to obtain on-the-job orientation and training from an incumbent who is leaving.
- B. A request for a concurrent assignment needs to be submitted in advance by the hiring authority to the Personnel Commission Office and is subject to approval by the Personnel Director of the Personnel Commission.

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- C. The duration of a concurrent assignment is as follows:
- a. If the assignment of the employee is to a position in a class not designated as executive, administrative, or supervisory in Rule 596, OVERTIME, the assignment duration may not exceed ten working days. In retirement cases, vacation granted to the regular incumbent prior to vacating their position, may be added to the length of the assignment.
 - b. If the assignment of the employee is to a position in a class designated as executive, administrative, or supervisory in Rule 596, OVERTIME, the assignment duration may not exceed 90 working days.

The number of hours worked in a day is not considered a factor that would extend the assignment beyond the time limits specified above.

- D. A request for an assignment that exceeds the time period specified in paragraph C. above, may be granted by the Personnel Director if a valid business reason is provided.