

LACCD Human Resources Newsletter
May 2007 (#3)
(Distribute freely)



Your silent tents of green
We deck with fragrant flowers;
Yours has the suffering been,
The memory shall be ours.

- Henry Wadsworth Longfellow -

Memorial Day, 2007

Gender-Specific Dress Codes Upheld in Court

You may have heard about the female casino bartender who sued her employer for discrimination after she was fired for refusing to comply with the casino's "appearance code" requirement that women wear make-up. The Ninth Circuit Court of Appeals recently ruled that gender-specific grooming requirements do not establish unlawful sex discrimination without a showing of unequal burdens on men and women or sex stereotyping by the employer. In this case, the employee did not convince the court that Harrah's policy of requiring make-up for women was more onerous than the requirement that male employees maintain their hair above their shirt collars.

Though the court left open other avenues of potential attack on gender-specific dress codes, it suggested that they might still be acceptable if the requirements do not interfere with a person's ability to do their job, and do not create a hostile work environment. <http://www.calpelra.org/pdf/Alert06-05.pdf>

Labor Law Update – LATTC

Ever wonder about disability accommodation, family leave, and other labor relations issues? Well wonder no more! The renowned [Labor Center](#) at LA Trade Tech is holding a Labor Law Update class, June 23 & 30, 2007 from 8:30 to 4:30. A fast-paced class taught by labor lawyers will give you tons of

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useful information, much of it from the union perspective. The cost is minimal. Register by [email](#) or [online](#).

Local 721 Trainers Coming Soon

The second session of the SEIU Local 721 (formerly Local 347) “train the trainer” workshop about performance management is scheduled for the end of this month. At that session, new trainers will get the opportunity to present a part of the workshop to their peers and trainers for critique. Among the factors to be evaluated will be the new trainer’s familiarity with the material, ability to answer questions, and presentation style.

Take a Break for Wellness

With the JLMBC’s Wellness Initiative under way, everyone is walking to win. Whether you win a prize or the perpetual trophy for your location (we at the District Office have already picked out a display spot for it when *we* win), we are certain to win better health. A [study](#) cited by the Boston Globe says that almost half of surveyed workers are often or very often overworked. Too much work and too little play can cause depression, poor health, and higher stress levels.

One way to fight overwork and stress is to reclaim your free time. [Vickie Warner of the Boston Globe](#) shares why it’s important to her to do inefficient but meaningful things during her precious lunch and break time. Some of her unorthodox lunch habits may surprise you, but they keep her alert and at her best.

Retirement TV

Retirement and saving for retirement are important considerations for everyone. CalPERS has an abundance of valuable online information, including topics on [Retirement Benefits](#), [Service Credit](#), [Online calculators and planning tools](#), and even streaming videos to provide members important information about [prescription medications](#), [GASB 45](#) and more.

Quick Links

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[Renee Miller](#)

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[Newsletter Archive](#)

[Employee Forms](#) – All the forms available on the web, all in one place. We're always adding forms; check back often.

[Employee Tip Sheets](#)

Performance Evaluation forms, in PDF format – you can complete them onscreen:

[Local 99](#)

[Building and Trades](#)

[Local 721 \(formerly 347\)](#) - supervisors

[Teamsters](#) - academic administrators

[Local 1541A – Staff Guild](#) –Use a copy of the form from the back of their contract.

[Process/Timing Overview](#)

[Personnel Guides](#) – Currently being revised as HR Guides.

[HR Guides \(Revised\)](#)

Best Practice Guidelines:

[Employee Recognition](#)

[Fitness for Duty Exams](#)

[Probation Termination \(Class.\)](#)

[Skelly Review](#)

Identity Theft – Recent events reminded us that we are all vulnerable to identity theft, no matter how careful we are. How can we minimize our chance of victimization, and what can we do if our identity is compromised? If you missed it the first time around, read our [Identity Theft 101](#).

Employee Recognition – A powerful and free recognition tool available to LACCD management is the [Notice of Outstanding Performance](#). Let your employee know you appreciate his or her hard work – put this form in their hand *and personnel file!*