

LOS ANGELES COMMUNITY COLLEGE DISTRICT  
PERSONNEL COMMISSION

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LAW AND RULES

September 11, 2024

**570 COMPENSATION**

**Education Code Sections**

**88076.** (a) The commission shall classify all employees and positions within the jurisdiction of the governing board of the community college district or of the commission, except those that are exempt from the classified service, as specified in subdivision (b). The employees and positions shall be known as the classified service. "To classify" shall include, but not be limited to, allocating positions to appropriate classes, arranging classes into occupational hierarchies, determining reasonable relationships within occupational hierarchies, and preparing written class specifications.

(b) The following positions and employees are exempt from the classified service:

(1) Academic positions.

(2) Full-time students employed part time.

(3) Part-time students employed part time in any college work-study program or in a work experience education program conducted by a community college that is financed by state or federal funds.

(4) Apprentice positions.

(5) Positions established for the employment of professional experts on a temporary basis for a specific project by the governing board of a community college district or by the commission when so designated by the commission.

(c) Employment of either full-time or part-time students in college work-study program, or in a work experience education program shall not result in the displacement of classified personnel or impair existing contracts for services.

(d) Nothing in this section shall prevent an employee, who has attained regular status in a full-time position, from taking a voluntary reduction in time and retaining his or her regular status under the provisions of this law.

(e) A person whose contribution consists solely in the rendition of individual personal services and whose employment does not come within the scope of the exceptions listed above shall not be employed outside the classified service.

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(f) A part-time position is one for which the assigned time, when computed on an hourly, daily, weekly, or monthly basis, is less than 87<sup>1</sup>/<sub>2</sub> percent of the normally assigned time of the majority of employees in the classified service.

(g) An employee employed by a community college district in a part-time playground position as of the effective date of the laws placing part-time playground positions into the classified service shall be deemed a permanent employee of the community college district without placement on an eligibility list under Section 88091 or examination under Section 88092.

**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.

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**88087.** The commission shall recommend to the governing board salary schedules for the classified service. The governing board may approve, amend, or reject these recommendations. No amendment shall be adopted until the commission is first given a reasonable opportunity to make a written statement of the effect the amendments will have upon the principle of like pay for like service. No changes shall operate to disturb the relationship which compensation schedules bear to one another, as the relationship has been established in the classification made by the commission.

- A. Salary recommendations and policies adopted by the Personnel Commission are intended to be compatible with the interests of all parties thereby allowing the Board of Trustees and the Personnel Commission to carry out their respective responsibilities and to recognize the intent of the law concerning collective bargaining.
- B. The Personnel Commission staff shall be responsible for obtaining data on salaries and fringe benefits paid for jobs comparable to those found in the classified service and recommending appropriate salaries and relationships to the Board of Trustees.
- C. When the salary findings and/or recommendations of the Personnel Commission are to be the subject of negotiations with an exclusive bargaining unit, upon receipt of written requests from both the Board of Trustees and the exclusive representative, the Personnel Commission will not publish salary recommendations for the classes in such unit. In addition, the Personnel Commission will defer presenting salary recommendations for the confidential classes which have counterpart classes in the represented unit, or any other salary recommendations which might intrude upon the collective bargaining process until an agreement is reached.
- D. The Board of Trustees may approve, amend, or reject Personnel Commission recommendations for salary schedules in the classified service. However, no amendment shall operate to disturb the salary relationships between the classes in an occupational grouping as established in the classification plan by the Personnel Commission. The Board of Trustees shall not approve, amend, or reject any salary adjustment(s) in the classified service until the Personnel Commission has first given a reasonable opportunity to make a written statement of the effect of the amendment(s).