




INTER-OFFICE CORRESPONDENCE
LOS ANGELES COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR

TO: Members of the Board of Trustees
FROM:  Daniel J. LaVista, Chancellor
DATE: February 27, 2013
SUBJECT: **BOARD LETTER FOR MARCH 6, 2013 MEETING**

Board Meeting Location

Next week's Board meeting will be held at Los Angeles Southwest College. The meeting times and locations are as follows:

<u>Meetings</u>	<u>Time</u>	<u>Location</u>
Finance and Audit Committee	12:00 p.m. - 1:00 p.m.	Student Services Education Center – 3 rd Floor - Room 301A and 301B
Lunch	1:00 p.m. – 1:45 p.m.	Student Services Education Center – 3 rd Floor - Room 309
Break	1:45 p.m. – 2:00 p.m.	
Convene for Public Session	2:00 p.m.	Student Services Education Center – 3 rd Floor - Room 301A and 301B
Recess to Closed Session	Immediately Following Public Session	Student Services Education Center – 3 rd Floor - Room 301A and 301B
Convene for Closed Session	Approximately 15 minutes after conclusion of Public Session	Student Services Education Center – 3 rd Floor - Room 309
Reconvene for Public Session	Immediately Following Closed Session	Student Services Education Center – 3 rd Floor - Room 309

Finance and Audit Committee Meeting (Svonkin, Santiago, Veres, Pearlman, Alt.)

The committee will meet from 12:00 p.m. to 1:00 p.m. in the Student Services Education Center – Room 301A and 301B. The agenda for the meeting includes the following items for discussion:

- I. Roll Call
- II. Public Speakers
- III. Reports/Recommendations
 - A. 2013 Measure J Bond Issuance (*Refer to Attachment A*)
 - B. Redistribution of \$9.9 Million Contingency Reserve (*Refer to Attachment B*)
 - C. Update on Efficiency Audit RFP
- IV. Future Discussion Items
 - A. Proposed Parking Fee Increase
 - B. Retirement Incentives
 - C. Policy Framework for Naming Buildings

- V. Future Finance and Audit Meeting Dates
 - April 3, 2013
 - May 1, 2013
 - June 12, 2013
- VI. New Business
- VII. Adjournment

Parking

Parking for Board Members and Chancellor will be located in **Preferred Student Parking Lot #1**. A campus map has been included for your convenience.

Agenda Format

Welcoming Remarks – President Jack E. Daniels III will provide welcoming remarks during the Public Session of the Board Meeting.

Under Reports from the Chancellor, the following will take place:

- Reports from the Chancellor regarding District activities or pending issues
 - Los Angeles Southwest College's Overview of Goal 2: *Teaching & Learning for Success* from the Los Angeles Community College District Strategic Plan

Confidential Matters

The attached correspondence is confidential and should not be shared with other persons.

- **Office of General Counsel**
 - Enclosed for your review is background information pertaining to District-related litigation matters. ***(Refer to Attachment C)***
 - Enclosed for your review is an update pertaining to the status on personnel actions. ***(Refer to Attachment D)***
 - Enclosed for your review is an update pertaining to complaints of discrimination/harassment. ***(Refer to Attachment E)***
- **Facilities Planning and Development** – Enclosed for your review is background information pertaining to Bond-related litigation matters. ***(Refer to Attachment F)***
- **Educational Programs and Institutional Effectiveness** – Information pertaining to student disciplinary actions is included. ***(Refer to Attachment G)***
- **Human Resources** – Information pertaining to employment and disciplinary actions is included. Background information had previously been sent by postal mail for agenda item HRD3, I., A and B. Background information for these and remaining items pertaining to HRD3 will be sent via postal service no later than Thursday, February 28. ***(This document will be sent by U.S. mail)***

Please let me know should you have any questions regarding the meeting.