




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

TO: Members of the Board of Trustees
FROM:  Daniel J. LaVista, Chancellor
DATE: June 5, 2013
SUBJECT: **BOARD LETTER FOR JUNE 12, 2013 MEETING**

Board Meeting Location

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

<u>Meetings</u>	<u>Time</u>	<u>Location</u>
Legislative Committee	11:00 a.m. – 11:45 a.m.	Fireside Room – Campus Center Building
Break	11:45 a.m. – 12:00 p.m.	
Finance and Audit Committee	12:00 p.m. 1:00 p.m.	Fireside Room – Campus Center Building
Lunch	1:00 p.m. – 1:45 p.m.	Room 104 Campus Center Building
BREAK	1:45 P.M. – 2:00 P.M.	
Convene for Public Session	2:00 p.m.	Monarch Hall – Campus Center Building
Recess to Closed Session	Immediately Following Public Session	Monarch Hall – Campus Center Building
Convene for Closed Session	Approximately 15 minutes After conclusion of Public Session	Library and Academic Resource Center, 1 st Floor Conference Room
Reconvene for Public Session	Immediately Following Closed Session	Library and Academic Resource Center, 1 st Floor Conference Room

Other Matters

- **Chief Financial Officer** – Enclosed for your information is the Proposed Tentative Budget 2013-2014. This item is being noticed under BFA of the agenda. **Due to its size, this document will be sent via U.S mail.**
- **Business Services** – Enclosed for your information is a memo from Leila Menzies, Vice President of Business Services, regarding Insurance Coverage for 2013-14 and New Higher Self Insurance Retention. **(Refer to Attachment A)**

Legislative Committee Meeting (Field, Park, Santiago)

The committee will meet from 11:00 a.m. to 11:45 a.m. in the **Fireside Room – Campus Center Building**. The agenda for the meeting includes the following items for discussion: **(Refer to Attachment B)**

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 **Fireside Room – Campus Center Building**. The agenda for the meeting includes the following items for discussion: ***(Refer to Attachment C)***

Parking

Parking for Board Members and Chancellor will be located in the **College Road South Parking Lot**. A campus map has been included for your convenience.

Agenda Format

Welcoming Remarks – President Sue Carleo 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
 - Presentation on Los Angeles Valley College's Media and Performing Arts Program: An Example of Effective Partnerships with Industry to Prepare Students for Transfer and Workplace Opportunities

Confidential Matters

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

- **Office of General Counsel**
 - **Office of General Counsel** – Enclosed for your review is background information pertaining to District-related litigation matters. ***(Refer to Attachment D)***
 - Enclosed for your review is background information pertaining to a Potential Conflict of Interest Litigation. ***(Refer to Attachment E)***
 - Enclosed for your review is background information pertaining to Bond-related litigation matters. ***(Refer to Attachment F)***
 - Enclosed for your review is an update pertaining to the status on personnel actions. ***(Refer to Attachment G)***
 - Enclosed for your review is an update pertaining to complaints of discrimination/harassment. ***(Refer to Attachment H)***
 - Enclosed for your information is a brief informative on CalSTRS issues regarding educational administrators. ***(Refer to Attachment I)***
- **Educational Programs and Institutional Effectiveness** – Enclosed for your review is information pertaining to student disciplinary actions. ***(Refer to Attachment J)***
- **Human Resources** – Enclosed for your review is information pertaining to employment and disciplinary actions. **Due to its size, this document will be sent via U.S. mail.**

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