



LOS ANGELES COMMUNITY COLLEGE DISTRICT

CITY • EAST • HARBOR • MISSION • PIERCE • SOUTHWEST • TRADE-TECH • VALLEY • WEST
OFFICE OF THE CHANCELLOR

TO: Members of the Board of Trustees
FROM: Dr. Francisco Rodriguez, Chancellor
DATE: October 15, 2014,
SUBJECT: BOARD LETTER FOR OCTOBER 22, 2014 MEETING

Board Meeting Location

Next week's Board meeting will be held at the Educational Services Center. The meeting times and locations are as follows:

<u>Meetings</u>	<u>Time</u>	<u>Location</u>
Institutional Effectiveness & Student Success Committee	12:30 p.m. – 1:45p.m.	Board Room
Break	1:45 p.m. – 2:00 p.m.	
Facilities Master Planning & Oversight Committee	2:00 p.m. – 3:15 p.m.	Board Room
Break	3:15 p.m. – 3:30 p.m.	
Convene Public Session	3:30 p.m.	Board Room
Recess to Closed Session	Immediately Following Public Session	Hearing Room

Institutional Effectiveness & Student Success Committee Meeting (Eng Chair, Field Vice Chair, Moreno Member)

The committee will meet from 12:30 p.m. to 1:45 p.m. in the Board Room. For the committee's agenda refer to **Attachment A**.

Facilities Master Planning & Oversight Committee Meeting (Veres Chair, Svonkin Vice Chair, Moreno Member)

The committee will meet from 2:00 p.m. to 3:15 p.m. in the Board Room. For the committee's agenda refer to **Attachment B**.

Confidential Matters

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

- **Office of General Counsel**
 - Enclosed for your review is the District-related Litigation Report. ***(Refer to Attachment C)***
 - Enclosed for your review is the Bond-related Litigation Report. ***(Refer to Attachment D)***

- **Human Resources**
 - Enclosed for your review is information pertaining to a personnel matter. Due to the volume of materials for the personnel matter, this document will be sent via U.S. mail.

Other Matters

- **Chancellor's Office** – Enclosed for your information is a response to a Board member inquiry regarding purchasing versus renting passenger vans. ***(Refer to Attachment E)***
- **Diversity Programs** – Enclosed for your information is a memo from Mr. Gene Little, Director of Diversity Programs, regarding revisions to the Prohibited Discrimination Policy which is included as a Notice item on next week's agenda ***(Refer to Attachment F)***

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



Board of Trustees

LOS ANGELES COMMUNITY COLLEGE DISTRICT
770 Wilshire Boulevard, Los Angeles, CA 90017 213/891-2000

AGENDA

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE**

**Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, CA 90017
Wednesday, October 22, 2014
12:30 p.m. – 1:45 p.m.**

ATTACHMENT "A"

Committee Members

- Mike Eng, Chair
- Mona Field, Vice Chair
- Ernest H. Moreno, Member
- Steve Veres, Alternate
- Bobbi Kimble, Staff Liaison
- Felicito Cajayon, Staff Liaison
- Erika A. Endrijonas, College President Liaison

Agenda

(Items may be taken out of order)

- I. ROLL CALL
- II. PUBLIC SPEAKERS*
- III. REPORTS
 - A. Fall 2014 LACCD Student Survey
 - B. 2014-15 Calendar Review
- IV. FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES
- V. NEW BUSINESS
- VI. SUMMARY – NEXT MEETING..... Mike Eng
- VII. ADJOURNMENT

***Members of the public are allotted five minutes time to address the agenda issues.**

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, for whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

To make such a request, please contact the Executive Secretary to the Board of Trustees at 213/891-2044 no later than 12 p.m. (noon) on the Friday prior to the Committee meeting.



Board of Trustees

LOS ANGELES COMMUNITY COLLEGE DISTRICT
770 Wilshire Boulevard, Los Angeles, CA 90017 213/891-2000

AGENDA

LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
FACILITIES MASTER PLANNING & OVERSIGHT COMMITTEE

Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, CA 90017

Wednesday, October 22, 2014
2:00 p.m. – 3:15 p.m.

ATTACHMENT "B"

Committee Members

- Steve Veres, Chair
- Scott J. Svonkin, Vice Chair
- Ernest H. Moreno, Member
- Nancy Pearlman, Alternate
- James D. O'Reilly, Staff Liaison
- Kathleen F. Burke, College President Liaison

Agenda

(Items may be taken out of order)

- I. ROLL CALL
- II. PUBLIC SPEAKERS*
- III. REPORTS/RECOMMENDATIONS/ACTIONS
 - A. Presentation/Initiative Review
 - Measurement and Demand Response (M&DR) Project Status Report
- IV. NEW BUSINESS
- V. SUMMARY – NEXT MEETING..... Steve Veres
- VI. ADJOURNMENT

***Members of the public are allotted five minutes time to address the agenda issues.**

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, for whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

To make such a request, please contact the Executive Secretary to the Board of Trustees at 213/891-2044 no later than 12 p.m. (noon) on the Tuesday prior to the Board meeting.




LOS ANGELES COMMUNITY COLLEGE DISTRICT

CITY • EAST • HARBOR • MISSION • PIERCE • SOUTHWEST • TRADE-TECHNICAL • VALLEY • WEST

MEMO

Date: October 10, 2014

To: Facilities Master Planning and Oversight Committee:
Steve Veres, chair; Ernie Moreno, vice chair; Scott Svonkin, member

From: James O'Reilly, chief facilities executive 

RE: October 22, 2014 Facilities Master Planning and Oversight Committee

Please find attached a summary of the Measurement and Demand Response presentation planned for the Facilities Master Planning and Oversight meeting to be held on October 22, 2014.

The presentation will provide you with a status update on the scope and schedule of the M&DR project.

I will be joined by staff at the meeting to discuss the item on the agenda. Please feel free to call me at (213) 891-2048 if you have any questions.

C: Dr. Francisco Rodriguez, chancellor
Dr. Adriana Barrera, deputy chancellor
Dr. Kathleen Burke, president, Pierce College
Energy Oversight Committee members
Thomas Hall, director, Facilities Planning and Development
Terri Mestas, director, LACCD bond Program Management Office

JDO/drm

MEASUREMENT AND DEMAND RESPONSE PROJECT Presentation Executive Overview

The purpose of the Measurement and Demand Response (M&DR) project is to monitor energy consumption and allow colleges to make informed decisions to reduce and/or curtail energy use, known as “load reduction,” during times of peak demand. This will be accomplished by installing electric, water and gas meters at identified and designated buildings at each college along with required IT infrastructure. This will allow for integration to the existing buildings’ energy management system and building automation systems to implement auto-demand response measures and to participate in savings program offered by utilities companies. A majority of the meters will be electric meters, and gas and water meters will be installed at central plants, as required.

The program is on schedule and has the potential to result in significant cost savings by the colleges.

#



LOS ANGELES COMMUNITY COLLEGE DISTRICT

CITY / EAST / HARBOR / MISSION / PIERCE / SOUTHWEST / TRADE-TECHNICAL / VALLEY / WEST

CHANCELLOR'S OFFICE

ATTACHMENT "E"

RESPONSE TO BOARD MEMBER INQUIRY

Received From: Nancy Pearlman Date: 9/3/2014

Item No. #4

Subject: Subject: Review of Feasibility of Purchasing versus Renting Passenger Vans

Board member Nancy Pearlman had requested a review of the feasibility of purchasing a fleet of passenger vans for student travel in place of the current practice of renting vans. Discussion among members of my executive staff revealed that:

- The fleet would need to be quite large in that colleges have teams competing in the same sports, such as football, basketball, baseball, volleyball and swimming, requiring the use of the vehicles at the same time.
- A fleet of vans would require the District to employ a staff of mechanics for simple maintenance of the vehicles.
- At least one full-time employee would need to be hired to manage the logistics of scheduling the use of the vans.
- A centralized location would be needed to park the vans when not in use.
- Owning the vehicles would subject the District to liability should an accident happen. California law provides for the liability to be transferred to the owner.

For reasons cited above renting vans on an "as needed" basis offers greater flexibility, logistical ease and cost effectiveness while minimizing risk to the District.


Submitted By: Adriana D. Barrera Date: 10/3/2014



INTER-OFFICE MEMO
Los Angeles Community College District
Office of Diversity Programs

DATE: October 15, 2014 **ATTACHMENT "F"**

TO: Dr. Adriana Barrera
Deputy Chancellor

FROM: Gene Little 
Director, Office of Diversity Programs

SUBJECT: Revision of Prohibited Discrimination Policy

Revisions to the Prohibited Discrimination stem from the centralization of the compliance function, which required changes such as in titles, functions, and reporting structure.

In 2012, as a result of a discrimination complaint filed with the Office of Civil Rights (OCR), the District entered into a Resolution Agreement which required additional changes to the policy. I submitted a draft revised policy to OCR for review and approval.

The policy was revised per OCR:

- To expand the definition of those individuals who can file a complaint (15003.B.).
- To ensure each complainant is afforded an adequate, reliable and impartial investigation and to ensure, both complainant and alleged offender are afforded the opportunity to present witnesses and evidence (15012.A.1.).
- To indicate that a complainant can use a form other than the one prescribed by the State Chancellor's Office (15014.A.2.).
- To ensure that a summary, rather than a copy, of the complaint is provided to the alleged offender and that personal information of individuals involved in the complaint is not unnecessarily disclosed to the alleged offender (15104.F.).
- To mandate that when it is determined that there is a violation of the Prohibited Discrimination policy, interim and final remedies will be provided to the complainant (15016.A.).

Once those changes were approved, the draft policy was sent to all organized units for review and input. Each unit was requested to submit comments by September 30, 2014. Only the AFT Staff Guild responded, indicating approval of the revisions.

Upon approval by the Board, the remaining portions of the Resolution Agreement will be implemented.