



Board of Trustees

Los Angeles Community College District
770 Wilshire Blvd., Los Angeles, CA 90017 (213) 891-2000

AGENDA

ORDER OF BUSINESS – REGULAR MEETING

Wednesday, October 19, 2011

Closed Session 12:00 p.m.

Public Session 3:30 p.m.

**Educational Services Center
Board Room – First Floor
770 Wilshire Blvd.
Los Angeles, CA 90017**

- I. Roll Call (12:00 p.m.)
- II. Requests to Address the Board of Trustees – Closed Session Agenda Matters
- III. Recess to Closed Session in accordance with The Ralph M. Brown Act, Government Code sections 54950 et seq., and the Education Code to discuss the matters on the posted Closed Session agenda pursuant to Government Code section 54954.5.
- IV. Reconvene Regular Meeting (3:30 p.m.)
- V. Roll Call
- VI. Flag Salute
- VII. Reports from Representatives of Employee Organizations at the Resource Table
- VIII. Public Agenda Requests
 1. Oral Presentations
 2. Proposed Actions
- IX. Reports from the Chancellor
 - Report from the Chancellor regarding activities or pending issues in the District
 - Recognition of Los Angeles Harbor College Student, Kevin Sherrod
- X. Reports and Recommendations from the Board
 - Report on Actions Taken in Closed Session – October 19, 2011
 - Reports of Standing and Special Committees
 - BT1. Absence Ratification Authorizations
 - BT2. Adoption of the Debt Issuance Policy
- XI. Consent Calendar
 - Matters Requiring a Majority Vote – None
- XII. Recommendations from the Chancellor
 - CH1. Appointments to the District Citizens' Oversight Committee for Propositions A/AA and Measure J Bond Programs

- XIII. Recess to Capital Construction Committee
 - A. Roll Call
 - B. Public Speakers
 - C. Non-LEED™ Renovation or Infrastructure Projects – Presentation & Approval
None
 - D. Presentations/Initiatives
 - CPM Evaluation Process Update
 - Inspector General Report
 - E. New Business
 - F. Adjourn Capital Construction Committee
- XIV. Reconvene Regular Meeting of the Board of Trustees
- XV. Roll Call
- XVI. Notice Reports and Informatives – None
- XVII. Announcements and Indications of Future Proposed Actions
- XVIII. Adjournment

Next Regularly Scheduled Board Meeting
Wednesday, November 2, 2011
(Public Session scheduled for 3:30 p.m.)
Los Angeles Trade-Technical College
400 W. Washington Blvd.
Los Angeles, CA 90015

In compliance with Government Code section 54957.5(b), documents made available to the Board after the posting of the agenda that relate to an upcoming public session item will be made available by posting on the District's official bulletin board located in the lobby of the Educational Services Center located at 770 Wilshire Boulevard, Los Angeles, California 90017. Members of the public wishing to view the material will need to make their own parking arrangements at another location.

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.



Board of Trustees

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

AGENDA

ATTACHMENT A

CLOSED SESSION

Wednesday, October 19, 2011
12:00 p.m.

**Educational Services Center
770 Wilshire Boulevard
Los Angeles, CA 90017**

- I. **Public Employment**
(pursuant to Government Code section 54957)
 - A. President, East Los Angeles College

- II. **Conference with Labor Negotiator**
(pursuant to Government Code section 54957.6)
 - A. District Negotiators: Adriana D. Barrera
Ken Takeda

Employee Units: All Units

All Unrepresented Employees

 - B. District Negotiator: Ken Takeda

Employee Unit: Building and Trades

 - C. District Negotiator: Sue Carleo

Employee Unit: Academic Administrators

 - D. District Negotiators: Mary Gallagher, Marvin Martinez
and Michael Shanahan

Employee Unit: Clerical/Technical

- E. District Negotiator: Michael Shanahan
Employee Unit: Supervisory
- F. District Negotiator: Michael Shanahan
Employee Unit: Local 99
- G. District Negotiators: Rose Marie Joyce, Kathleen Burke-Kelly,
Jack Daniels and Jeanette Gordon
Employee Unit: Faculty

III. Public Employee Discipline/Dismissal/Release/Charges/Complaints
(pursuant to Government Code section 54957)

IV. Conference with Legal Counsel - Anticipated Litigation
(pursuant to Government Code section 54956.9 (b))

- A. Potential Litigation – 1 matter
- B. Demand for mitigation measures at the new South Gate site

V. Discussion with Real Property Negotiator as may be announced prior to closed session (pursuant to Government Code section 54956.8)

VI. Other litigation matters as may be announced prior to the closed session
(pursuant to Government Code section 54956.9)



Board of Trustees

Los Angeles Community College District

ACTION

Com. No. BT1

Division

Board of Trustees

Date: October 19, 2011

Subject: **ABSENCE RATIFICATION AUTHORIZATIONS**

- A. That the Board of Trustees of the Los Angeles Community College District hereby compensate Trustee Tina Park for the Special Board meeting of September 21, 2011 despite her absence pursuant to Board Rule 2104.13. Trustee Park's absence was due to a personal matter requiring her attention.
- B. That the Board of Trustees of the Los Angeles Community College District hereby compensate Trustee Scott J. Svonkin for the Special Board meeting of September 21, 2011 despite his absence pursuant to Board Rule 2104.13. Trustee Svonkin's absence was due to a commitment prior to the development of the Special Board meeting.

Chancellor and
Secretary of the Board of Trustees

By _____ Date _____

Candaele _____ Santiago _____
 Field _____ Svonkin _____
 Park _____ Veres _____
 Pearlman _____ Barrero _____
 Student Trustee Advisory Vote



Board of Trustees

Los Angeles Community College District

ACTION

Com. No. BT2

Division

Board of Trustees

Date: October 19, 2011

Subject: **ADOPTION OF THE DEBT ISSUANCE POLICY**

Adopt the Debt Issuance Policy to establish goals and policies for the issuance of debt obligations of the District and to outline certain procedures therewith. This Debt Issuance Policy shall remain in place from its date of adoption by the Board until withdrawn, replaced or amended by further action of the Board. **(Attachment I)**

Background: Upon reviewing the District's General Bond Obligation Program, the Finance and Audit Committee found that the District did not have a Debt Policy and therefore directed staff to develop and implement a Debt Issuance Policy for future Debt Issuances. The Debt Issuance Policy was reviewed by the Finance and Audit Committee on September 7, 2011 and October 5, 2011.

Chancellor and
Secretary of the Board of Trustees

By _____ Date _____

Candaele _____	Santiago _____
Field _____	Svonkin _____
Park _____	Veres _____
Pearlman _____	Barrero _____
	Student Trustee Advisory Vote

DEBT ISSUANCE POLICY

The Board of Trustees (the “Board”) of the Los Angeles Community College District (the “District”) wishes to establish goals and policies for the issuance of debt obligations of the District and to outline certain procedures in connection therewith. The within Debt Issuance Policy (the “Debt Policy”) shall remain in place from its date of adoption by the Board until withdrawn, replaced or amended by further action of the Board. Senior District staff is directed to take all action required to implement this Debt Policy and to adhere to its precepts.

For purposes of the Debt Policy, the term “debt obligations” shall include all types of obligation, whether taxable or tax-exempt as to interest, which the District may incur pursuant to State law. Such obligations include, but are not limited to, general obligation bonds (whether issued directly by the District or by the County of Los Angeles (the “County”) in the name and on behalf of the District) (“G.O. Bonds”), certificates of participation (“Certificates of Participation”) representing lease or base rental payments due from the District, other lease-purchase agreements which are capital in nature (“Leases”), bond anticipation notes (“BANs”) and tax and revenue anticipation notes (“TRANS”).

Goals and Objectives

The Board establishes the following principal goals and objectives with respect to proposed debt issues.

- Necessity. The District shall not incur any debt unless it is required by circumstances to do so.
- Cost-Effectiveness and Risk Profile. The District shall borrow, when required, in the most cost-effective manner possible, reducing the impact on its General Fund. In the context of G.O. Bonds and BANs, the District shall seek to borrow on such terms as are most beneficial to the taxpayers of the District, given the necessity for borrowing, the nature of the financing and the then-prevalent market conditions. The District shall pursue financing vehicles with the lowest possible risk to the District and its taxpayers, avoiding elaborate and novel financing structures unless there shall be good cause shown.
- Efficiency. District staff shall insure adequate advance planning for the authorization and issuance of each debt obligation and shall keep the Board apprised of the need and schedule for any borrowing, at the earliest possible time.
- Exigent Circumstances. The Board recognizes that due, among other things, to the vagaries of State funding of community colleges, there may be circumstances that prevent District staff from providing much advance

notice to the Board of the need to incur debt; under such circumstances, District staff will accompany any request for the incurrence of debt with a detailed explanation as to why advance notice was not possible.

- Local, Small and Emerging Businesses. The District shall whenever consistent with the above goals and objectives, use local firms as that are located in the Los Angeles County area as senior manager and include providers of professional services for each and every debt offering which are located within the service area of the District, within Southern California or within the State of California, including small and emerging businesses (“LSEs”). Firms will be required to provide information about their physical presence in the District’s service area and in California overall. Firms will also be required to provide information about their corporate citizenship, e.g., by demonstrating active roles in the communities they serve, including development or participation in charitable programs or scholarships, and policies with regard to the use of women-owned, minority-owned and disadvantaged business enterprises. Staff will make every effort to communicate proactively and give local firms the opportunity to participate in the process when releasing an RFQ for services in connection with a debt issuance
- Compliance with State and Federal Law. At all times, the District shall maintain strict compliance with State and Federal law applicable to its debt instruments. In particular, the District’s G.O. Bonds and BANs issued under the provisions of Proposition 39 (“Proposition 39”), being Article XIII A of the California Constitution and related provisions of the Education Code of the State, shall meet all the requirements of Proposition 39, and all tax-exempt debt obligations of the District shall meet all applicable requirements of the Internal Revenue Code of 1986, as amended (the “Tax Code”).
- Sizing of Transactions. The District’s public offerings of debt shall be offered in the principal amounts that reflect the projected capital needs of the District for at least the upcoming calendar year, taking into account the costs of issuance of each transaction, interest rates that are obtainable for larger versus smaller financings and the amount of staff time available to support each financing. In the case of TRANS, the District shall issue notes in a principal amount sufficient to cover the projected cash flow deficits of the District during the fiscal year in which issued.

Procedures in Connection with Debt Obligations

The Board directs District staff to adhere to the following procedures in connection with each proposed debt issue, subject to scheduling requirements, changes in market conditions, imminent changes in tax law or State law respecting debt obligations of community colleges, or exigent circumstances.

- Professional Services. The following providers of professional services in connection with a debt issue shall be subject to a formal Request for Qualifications (“RFQ”) process, administered by the Chief Financial Officer (the “CFO”) of the District:

- * Investment banking (underwriting) firms (“Underwriters”)
- * Financial advisory firms (“FAs”)

The following providers of related services in connection with a debt issue shall be selected by the CFO, upon the advice of the FA, based upon written proposals solicited from no less than two companies:

- * Trustee or paying agent services (“Paying Agents”)
- * Financial printers

It shall not be necessary for the CFO to request a proposal from an existing Trustee or Paying Agent to provide Escrow Agent services in connection with a refunding of an existing debt obligation of the District, which may instead be sole-sourced.

The following provider of services in connection with a debt issue shall be selected by the General Counsel of the District (“General Counsel”), based upon a formal RFQ process:

- * Bond or Special Counsel (“Bond Counsel”)

Engagement of the above professionals may be for a term of 3 years, or otherwise as provided in the RFQ and the contract with the District. Prior to the final term of each such contract, District staff shall prepare a new RFQ or request for written proposals in sufficient time to permit the next debt offering to be fully staffed.

- Ratings and Rating Agencies. Each publicly offered issue shall be rated by one or more of the national rating agencies (each, a “Rating Agency”), as the CFO shall elect, upon consultation with the FA, at the then-prevailing charges by such Rating Agencies. The CFO shall, from time to time, provide updated financial and operational data to the Rating Agencies in order to maintain the rating of the District at the highest achievable level. The CFO shall confer either in person, by telephone or video conference with the Rating Agencies, as he or she shall elect, prior to the sale of each public issue of debt as a part of the issuance process, with the goal of achieving the highest possible rating for such issue and the lowest possible interest rate or rates.

- Selection of Underwriting Pool and FAs. The CFO shall publish each RFQ for Underwriters and FAs in accordance with District policy and shall circulate copies to all companies that, prior to the date of the RFQ, have requested a copy of the CFO in writing. Upon receipt of submissions (each, a “Proposal”), the CFO shall (a) eliminate non-conforming Proposals, notifying each affected company; and (b) circulate copies of each Proposal to the Bond Review Panel (the “Panel”).

The Panel shall consist of the CFO, Executive Director of Facilities, appointee of the Chancellor and appointee of the Finance and Audit Committee chair and appointee of the Board President. The panel’s recommendation shall include local firms in the senior tier and co-manager tier. The Panel shall review each conforming Proposal and shall, at the direction of the CFO, meet and evaluate the Proposals in writing. In the case of review of Proposals from Underwriters, the FA then serving shall be an ex-officio member of the Panel. Other ex-officio members may be appointed as well, depending on need for specialized expertise. In the case of review of Proposals from FAs, the Bond Counsel then serving shall also be an ex-officio member of that Panel. The Panel shall recommend one or more professionals under each RFQ, and the CFO shall submit such recommendations to the Board Finance and Audit Committee for confirmation and approval. The Panel shall include in its recommendations 2 lists, one of Underwriters with the capability of underwriting and serving as senior manager for an assumed District debt offering of no less than \$250 million, and one list of those Underwriters designated as co-managers. The accompanying report of the CFO shall reflect compliance with this Debt Policy.

- Vendors under Leases. In the event that one of the colleges or the Executive Director of Facilities should request that a Lease be entered into with a vendor (each, a “Vendor”) that will be providing equipment or furnishings, the CFO shall determine whether that Lease is the most cost-effective manner of financing the same and shall report the justification provided by the college or the Executive Director as part of the supporting staff report to the Board. No Vendor Lease shall be approved or executed without the prior review and approval of the CFO; Vendor Leases intended to be tax-exempt as to interest shall also be reviewed and amended, if necessary, by Bond Counsel.
- Manner of Borrowing. The Board has determined that the following methods shall have the listed priority, in electing how the District shall borrow for stated capital purposes, in each case, with a preference first for tax-exempt debt and second for taxable debt:
 1. General Obligation Bonds
 2. Bond Anticipation Notes

3. Vendor Leases

4. Certificates of Participation.

In the event that a staff report to the Board requesting a debt issue shall recommend anything other than item 1 above, that staff report shall include a justification therefore.

TRANS shall be issued, in accordance with applicable provisions of the Government Code of the State, when necessary to address projected cash flow deficits of the District, and the proceeds applied to such purposes. The proceeds of tax-exempt TRANS may not be applied to the payment of any other tax-exempt obligation of the District.

- Certificates of Participation. Certificates of Participation shall be issued by or on behalf of the District only for those projects for which G.O. Bonds are not available under Proposition 39, or when a stated revenue source other than the General Fund, such as energy savings, may be used to pay lease payments. The proceeds of Certificates of Participation may be applied only to the acquisition of equipment, furnishings, real property and improvements, with the maturity dates of such Certificates of Participation not in excess of limits established under the Education Code and the Tax Code.
- Factors in Structuring Each Debt Offering. At the discretion of the CFO, any debt offering may be pursued as (1) a competitive sale; (2) a negotiated offering or (3) a private placement. In making his or her election under this provision, the CFO shall consider conditions in the municipal markets, the type and complexity of the transaction, the timing of the issue and the costs of issuance as describe below:

Competitive Sales of Debt. The CFO shall structure an offering for competitive sale under the following conditions:

1. Bond prices are stable and/or demand is strong
2. Marketing timing and interest rate sensitivity are not critical to pricing
3. Participation from LSEs is not a factor
4. The District then has a credit rating of A+ or better
5. There are no complex explanations required during marketing concerning the District's projects, media coverage, political structure, popular support, and funding or credit quality
6. The debt type and features are conventional

7. Municipal bond insurance (“Bond Insurance”) is available and expected

8. The transaction is less than \$100,000,000 in principal amount.

Negotiated Sales of Debt. The CFO shall structure an offering for negotiated sale under the following conditions:

1. Bond prices are volatile
2. Demand is weak or supply of competing bonds is high
3. Market timing is important, either due to funding deadlines or the desire to effect a refunding of other debt
4. There is a need to coordinate multiple components of a single financing (such as combining tax-exempt with taxable obligations)
5. Participation from LSEs is desired
6. The District’s credit rating has been downgraded since the most recent transaction
7. The sale and marketing of the bonds will require complex explanations about the District’s projects, media coverage, political structure, popular support, and funding or credit quality
8. The bond type and/or features are non-standard, such as a forward delivery bond sale or the intended use of derivative financial products
9. Bond Insurance is not available or not expected
10. Early structuring and market preparation by the Underwriters are desired
11. The par amount of the offering is in excess of \$100,000,000
12. Demand for the bonds by retail investors is expected to be high.

Private Placements. The CFO shall structure an offering as a private placement when critical timing issues prevent use of either a competitive or negotiated sale of debt. Private placements shall be subject to a bid within the Pool (as defined below.)

- Procedures Applicable to Each Debt Offering. Prior to commencing documentation for any public debt offering, the CFO, in conjunction with the FA, will prepare and submit to the Board his or her choices for the Underwriters' syndicate (the "Pool") for that offering, detailing the Senior and/or Co-Senior Manager and the Co-Managers. The CFO shall demonstrate compliance with the District's local firm preferenced policy. The CFO shall rotate the Senior and/or Co-Senior Manager positions within the Pool in such a way that no Underwriter shall serve as either Senior or Co-Senior Manager on two consecutive public offerings. The CFO shall establish allocations of debt instruments among members of the Pool in a fair manner, taking into account past performance of Pool members on the District's prior debt issues. The proposed underwriting group and all other consultants participating in this debt issuance shall provide a completed Form 700 to be kept on file with the District. The proposed underwriting group for that issue shall be provided on an informational basis to the Board prior to the Board's considering an action to authorize the debt issue.

In connection with a proposed private placement, the CFO shall offer the transaction to all members of the Pool and shall, after considering the costs of issuance and proposed interest cost, select the Underwriter or Underwriters submitting proposals for purchase of the obligations on the best terms for the District, with such results provided on an informational basis to the Board prior to the Board's considering an action to authorize the private placement.

- Refundings. Refundings of tax-exempt debt, whether advance refundings or current refundings, shall be done as negotiated offerings pursuant to the above provisions; no new proposals to act as Paying Agent shall be required in connection with a refunding. Refundings shall be considered by the CFO and recommended to the Board when present value savings reach or exceed 3%, based on calculations by the FA. Refundings of G.O. Bonds shall be considered by the CFO and recommended to the Board when present value savings reach or exceed 3%, based on calculations by the FA. BANs shall be refunded, or "rolled over" by other BANs or paid off by the issuance of subsequent G.O. Bonds in accordance with their terms, without any requirement of a showing of savings, as their pay off is required by the Education Code. Certificates of Participation may be refunded with the proceeds of G.O. Bonds at any time, without a demonstration of present value savings.
- Changes to Pool Following Selection. Recognizing that investment bankers and investment banking firms have transferred, changed focus, merged and gone out of business over the years, the Board authorizes the CFO to delete from the Pool any Underwriter which: (a) withdraws from active participation in the California municipal marketplace; (b) has been the subject of a material adverse action taken by the Securities and

Exchange Commission or the Municipal Securities Rulemaking Board; or (c) terminates or loses the services of the senior bankers included in their Proposal as the District's primary point of contact. The CFO shall notify the deleted Underwriter in writing and shall so advise the Board at its next meeting in an informational item.

- Credit Enhancement of Debt Issues. The CFO, upon consultation with the FA, shall determine whether it is financially advantageous to the District to purchase Bond Insurance to secure the repayment of its publicly offered debt obligations. The costs of Bond Insurance on tax-exempt offerings must demonstrate an interest rate savings to the District and/or its taxpayers. For other than G.O. Bond issues, the CFO may, upon consultation with the FA, determine to obtain credit enhancement through the issuance of letters of credit or standby purchase agreements, upon his or her determination that it is financially advantageous to the District to do so.
- Post Closing. The CFO shall take such actions and maintain such records regarding the District's debt issues as may be required pursuant to the Tax Code and pertinent regulations, including, without limitation, information required to calculate arbitrage rebate due to the Department of the Treasury, and to insure compliance with the District's continuing disclosure obligations incurred pursuant to Rule 15c2-12 of the Securities and Exchange Commission.



Board of Trustees

Los Angeles Community College District

ACTION

Com. No. CH1

Division

CHANCELLOR

Date: October 19, 2011

Subject: APPOINTMENTS TO THE DISTRICT CITIZENS' OVERSIGHT COMMITTEE FOR PROPOSITIONS A/AA AND MEASURE J BOND PROGRAMS

- A. Appoint the following individual for membership on the District Citizens' Oversight Committee (DCOC) to serve as the East Los Angeles College Representative:

Donald Saguchi

Background:

Dr. Tyree Wieder recommends Mr. Donald Saguchi to serve a two-year term as the East Los Angeles College representative to the DCOC beginning on October 20, 2011.

Mr. Saguchi retired as faculty member and administrator of the Los Angeles Community Colleges in 1995. His last administrative assign prior to his retirement was Vice President of Academic Affairs at East Los Angeles College.

Mr. Saguchi began his career at East Los Angeles College in 1968 as faculty in the Engineering Department. He assumed administrative positions in the Academic Affairs Office at East. In 1976 he became the Far East Director of the LACCD Overseas Program at Yokota Air Force Base in Tokyo, Japan. This program provided off-duty college education to servicemen at United States military bases in Asia. Returning to Los Angeles after three years, he participated in the startup of Los Angeles Metropolitan College, then the tenth college of the District, which assumed responsibility for all international education programs including the Overseas Program. He assisted in organizing the new college and helped prepare for accreditation, then served as Dean, Vice President and Acting President. After Metropolitan College closed, he became the Director of Occupational Education before returning to East as a vice president.

Mr. Saguchi served as chairman and as a member on a number of accreditation teams for the Western Association of Community and Junior Colleges in California, Hawaii, and Saipan. He also served on the Vocational Education Program Evaluation Team at various California colleges.

After retirement, Mr. Saguchi served as Assistant to the President of East Los Angeles College on a part-time basis, assisting in locating and developing off-site locations for the college. As a civil engineer, he took an interest in the new construction taking place on campus.

Prior to his career with the Community Colleges, Mr. Saguchi worked for a consulting civil engineering company specializing in public works. He also worked as an engineer in the petrochemical industry and also was a partner in a private consulting civil engineering company. After retirement, he returned to work again as a civil engineering consultant.

Chancellor and
Secretary of the Board of Trustees

By _____ Date _____

Candaele _____	Santiago _____
Field _____	Svonkin _____
Park _____	Veres _____
Pearlman _____	Barrero _____
	Student Trustee Advisory Vote

Board of Trustees

Los Angeles Community College District

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Mr. Saguchi is a graduate of the University of Southern California with bachelor's and master's degrees in civil engineering. He is a member of Tau Beta Pi, national engineering honorary society and Chi Epsilon, national civil engineering honorary fraternity. He is a licensed professional engineer in California. He has been a resident of Monterey Park for 42 years.

In accordance with Administrative Regulation C-7, the Board shall appoint the DCOC members. Members of the DCOC shall serve a term of two years and can serve no more than two consecutive terms. The newly appointed member will serve his term until October 20, 2013.

- B. Appoint the following individual for membership on the DCOC to serve as the Los Angeles Southwest College Representative:

Eva Holmes

Background:

Dr. Jack E. Daniels III recommends Ms. Eva Holmes to serve a two-year term as the Los Angeles Southwest College representative to the DCOC beginning on November 2, 2011.

Ms. Holmes attended the following universities: Winston-Salem State, Pepperdine, University of Southern California, and Kent State. She was an educator for 31 years with the Los Angeles Unified School District.

Ms. Holmes served as a community activist and liaison in the Southwest Los Angeles area and on the Citizens' Oversight Committee for Los Angeles Southwest College. She also served on the West Athens Community Task Force.

In accordance with Administrative Regulation C-7, the Board shall appoint the DCOC members. Members of the DCOC shall serve a term of two years and can serve no more than two consecutive terms. The newly appointed member will serve her term until November 2, 2013.

- C. Reappoint the following individual for membership on the DCOC to serve as the Los Angeles Trade-Technical College Representative:

Mark A. Wilson, Executive Director, Coalition for Responsible Community Development

Background:

Dr. Roland Chapdelaine recommends the reappointment of Mr. Mark A. Wilson as the Los Angeles Trade-Technical College representative to the DCOC beginning on November 19, 2011.

A native of South Los Angeles, Mark Anthony Wilson, Jr. attended primary, secondary, and post-secondary schools locally. At a very young age, he was tapped to be the Director of the Youth Empowerment Project, an organization under the structure of the Southern Christian Leadership Conference/Martin Luther King Legacy Association. He designed programs and curriculum for local youth and participated in advocacy campaigns that increased opportunities for adolescents. He moved on to become the Director of Community Development with the Dunbar Economic Development Corporation. Mr. Wilson started a new department and raised more than \$1 million

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in operating income annually to implement innovative programs that impacted the lives of youth that reside in the Vernon Central community of South Los Angeles. After spending four years with Dunbar EDC, he was selected as the founding Executive Director of the Coalition for Responsible Community Development. As a new agency, Mr. Wilson recruited board members, and set up accounting and financial systems and policy procedures to build a healthy infrastructure to support growth. Based in the Vernon Central community, the Coalition for Responsible Community Development has become a lead agency for many initiatives that improve the lives of local residents including the Local Initiative Support Corporation Building Sustainable Communities, Public Safety Initiative, and Workforce Development Initiative, just to name a few. Although a young organization, completing its fifth year of operation, Mr. Wilson has moved the agency from a budget of zero and staff of one, to a budget of more than \$2.5 million annually, full-time staff of 30, working with more than 400 youth per year through workforce development programs such as Youth Build, and an affordable housing pipeline of more than 150 units with development budgets combined that exceed more than \$60 million.

Employment History

Coalition for Responsible Community Development

Los Angeles, California 90007

Employed: January 1, 2005 to Current

Position: Founding Executive Director

Responsibilities Include:

- Develop and Recruit a Board Members
- Oversee Accounting and Financial Systems
- Oversee Risk Management and Human Resource Systems
- Recruit and Supervise Department Directors
- Oversee Fund Development System and Plan
- Oversee Program Development in Permanent Supportive Housing, Workforce Development, Small Business Development, Neighborhood and Community Beautification, and Community Leadership Development
- Oversee and Lead Strategic Planning Process
- Oversee Financial and Program Audit Processes
- Oversee Staff Development Activities and Trainings

Dunbar Economic Development Corporation

Los Angeles, California 90011

Employed: March 1, 2000 to December 2004

Position: Director of Community Development

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Responsibilities Included:

- Designed and Development Youth Leadership Programs
- Designed and Developed Workforce Development Programs
- Designed Staff Development and Training
- Managed a Staff of 31 Full-Time Employees
- Agency and Department Strategic Planning
- Grant Writing
- Grant Management and Reporting
- Program and Project Evaluation
- Community Organizing and Leadership Development

Southern Christian Leadership Conference/ Martin Luther King Legacy Association

Los Angeles, California 90067

Employed: July 1995 to February 2000

Position: Director, Youth Empowerment Project

Responsibilities Included:

- Youth Leadership Development Training Curriculum Development
- Program Development for Local Youth in South Los Angeles
- Civic Engagement Training Development
- Partnership Development with University of Southern California and Manual Arts High School
- Designed Staff Development Training and Activities
- Designed Annual Leadership Development Retreats for Youth
- Designed Youth Advocacy Campaigns for Youth
- Managed a Staff of 15 Full-Time Staff Members

Education and Special Training

California State University Dominguez Hills
Socio Anthropology

University of Phoenix
Business Administration

Certified in Following:

- Domestic Violence and Violence Prevention
- Youth Leadership Development
- Small Business Management
- Geneva Diplomatic Affairs

In accordance with Administrative Regulation C-7, the Board shall appoint the DCOC members. Members of the DCOC shall serve a term of two years and can serve no more than two consecutive terms. The reappointed member will serve his term until November 19, 2013.

Board of Trustees

Los Angeles Community College District

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- D. Appoint the following individual for membership on the DCOC to serve as the Los Angeles Valley College Representative:

Terry Anderson

Background:

Dr. A. Susan Carleo recommends Mr. Terry Anderson to serve a two year term as the Los Angeles Valley College representative to the DCOC beginning on October 20, 2011.

Mr. Anderson was appointed to the Valley College Citizens' building oversight committee last year as a Community Organization Representative. He is currently a Valley Glen Neighborhood Council Board Member and serves as President of that organization.

Born in Cleveland, Ohio and raised in Burbank, Florida and Ohio, Mr. Anderson comes from a small, rural town 40 miles southwest of Cleveland, Ohio. He graduated with honors from Baldwin-Wallace College, a small liberal arts college in Berea, Ohio and earned his Juris Doctor (law degree) from Whittier College School of Law in 1972. He was admitted to practice law before all California Courts, the United States District Court, Central District of California; the Ninth Circuit Court of Appeals; and the United States Supreme Court.

Mr. Anderson served as Deputy County Counsel for Los Angeles County and Assistant City Attorney for the Pasadena City Attorney's Office where he was Chief of Litigation and Appeals, including trial litigation, police defense, administrative hearings and appellate litigation; legal advisor to Police, Fire, Public Works and Finance Departments, Fire and Police Retirement Board, Rose Bowl and Pasadena Conference Center and served as legal advisor to the Pasadena City Council. In addition to his background in government law, he has engaged in family and custody litigation, dissolution law, and general legal practice since opening his own practice in the San Fernando Valley.

Mr. Anderson has been an active community participant in Valley Glen since 2001 and a member of the Greater Valley Glen Community Council since 2003. He has served as Vice President for two terms as well as Chairman of the Public Safety and Government Relations Committee. He is committed to guiding Valley Glen into a stronger, safer, family-oriented community with a core community center serving all of the people of Valley Glen.

In accordance with Administrative Regulation C-7, the Board shall appoint the DCOC members. Members of the DCOC shall serve a term of two years and can serve no more than two consecutive terms. The newly appointed member will serve his term until October 20, 2013.