

LOS ANGELES COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

MINUTES – REGULAR MEETING

Wednesday, July 23, 2008 • 12:30 p.m.
Educational Services Center • Board Room
770 Wilshire Boulevard • Los Angeles, California 90017

The regular meeting of the Board of Trustees of the Los Angeles Community College District (LACCD) was called to order at 12:34 p.m. with President Kelly G. Candaele presiding.

On roll call the following members were present: Kelly G. Candaele, Mona Field, Georgia L. Mercer, Nancy Pearlman, Angela J. Reddock, Miguel Santiago, and Sylvia Scott-Hayes. Student Trustee Rose Bustos was not present (arrived at 3:17 p.m.).

Chancellor Marshall E. Drummond was present.

REQUESTS TO ADDRESS THE BOARD OF TRUSTEES – CLOSED SESSION AGENDA MATTERS

None.

RECESS TO CLOSED SESSION

Motion by Trustee Pearlman, seconded by Trustee Scott-Hayes, to recess to Closed Session in accordance with The Ralph M. Brown Act and the Education Code. The Board will discuss the matters on the Closed Session agenda as posted and announced (see Attachment A).

APPROVED: 7 Ayes

The regular meeting recessed to Closed Session at 12:35 p.m.

(Student Trustee Bustos arrived at 3:17 p.m.)

RECONVENE REGULAR MEETING

The regular meeting of the Board of Trustees of the LACCD reconvened at 3:36 p.m. with President Kelly G. Candaele presiding.

On roll call the following members were present: Kelly G. Candaele, Mona Field, Georgia L. Mercer, Nancy Pearlman, Angela J. Reddock, Miguel Santiago, and Sylvia Scott-Hayes. Student Trustee Rose Bustos was present.

Chancellor Marshall E. Drummond was present.

FLAG SALUTE

Student Trustee Bustos led the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

Motion by Trustee Mercer, seconded by Trustee Field, to approve the following minutes:

Regular Meeting and Closed Session – June 11, 2008
Regular Meeting and Closed Session – June 18, 2008

APPROVED: 7 Ayes

REPORTS FROM REPRESENTATIVES OF EMPLOYEE ORGANIZATIONS AT THE RESOURCE TABLE

No reports.

PUBLIC AGENDA REQUESTS (CATEGORY A)

Oral Presentations

None.

Proposed Actions

None

REQUESTS TO ADDRESS THE BOARD OF TRUSTEES – MULTIPLE AGENDA MATTERS

None.

REPORTS AND RECOMMENDATIONS FROM THE BOARD

The following reports to the governing board of the Los Angeles Community College District, considered as a part as if fully set forth hereto and certified copies of which are on file in the Office of the Board of Trustees, were presented by the Board of Trustees and action taken as indicated.

Report on Actions Taken in Closed Session – July 23, 2008

President Candaele indicated that The Ralph M. Brown Act requires that certain matters determined in Closed Session be reported during the public session that follows.

The Board took no actions that The Ralph M. Brown Act requires to be reported.

Reports of Standing and Special Committees

No reports.

Com. No. BT1. Conference Attendance Authorizations

Motion by Trustee Field, seconded by Trustee Mercer, to adopt Com. No. BT1. as follows:

- A. Authorize payment of necessary expenses for Angela J. Reddock and Sylvia Scott-Hayes, members of this Board of Trustees, to attend the Green California Community College Summit to be held on October 8-9, 2008 in Pasadena, California.
- B. Authorize payment of necessary expenses for Sylvia Scott-Hayes, member of this Board of Trustees, to attend the UC/CSU/CCC Sustainability Conference to be held on July 31-August 3, 2008 in San Luis Obispo, California.

Student Trustee Advisory Vote: Aye (Bustos)

ADOPTED: 7 Ayes

Com. No. BT2. Resolution – District Classified Employees Retirement

Motion by Trustee Scott-Hayes, seconded by Trustee Mercer, to adopt Com. No. BT2. as follows:

WHEREAS, The classified employees identified below have been employed with the Los Angeles Community College District for many years; and

WHEREAS, The classified employees have contributed significantly toward providing the highest quality of services to our students and the public on behalf of the Los Angeles Community College District; now, therefore, be it

RESOLVED, That the Personnel Commission and the Board of Trustees of the Los Angeles Community College District do hereby commend the employees for their contributions and extend best wishes in their retirement.

~~Sylvia Scott-Hayes, President~~
~~Kelly G. Candaele, President~~
Board of Trustees

James A. Srott, Chair
Personnel Commission

SUMMARY OF RETIRED CLASSIFIED EMPLOYEES
June 1, 2008 – June 30, 2008

LAST NAME	FIRST NAME	JOB CLASSIFICATION	YEARS OF SERVICE	LOCATION
1 Altamirano	Olivia	Office Assistant	27	East
2 Crandall	David	Library Technician	13	Valley

Student Trustee Advisory Vote: Aye (Bustos)
ADOPTED: 7 Ayes

REPORTS FROM THE CHANCELLOR AND COLLEGE PRESIDENTS

Update on 2007-2008 Enrollments

Chancellor Drummond deferred to Mr. John Clerx, Vice Chancellor, Educational Support Services, and Ms. Cathy Iyemura, Senior Research Analyst.

Mr. Clerx distributed copies of a document entitled "2007-08 FTES – Annual Report." He discussed the District's successful efforts to reach its credit FTES base for 2007-08. He commended Ms. Iyemura for her hard work and diligence in helping the District reach its base.

Ms. Iyemura discussed the document with respect to the District's total credit and noncredit FTES for 2007-08 of 104,623, which is approximately 2,000 more than the 2006-07 FTES.

Trustee Reddock inquired as to the District's total enrollment capacity.

Mr. Clerx responded that this is being studied and he will come back with a response at a future Board meeting.

There was discussion regarding the District's strategies for increasing enrollment.

Chancellor Drummond indicated that the District is developing a five-year plan to increase its current FTES to somewhere between 140,000 and 150,000.

Trustee Reddock inquired as to when this plan would be available.

Chancellor Drummond responded that a tentative draft would be available by late October or November 2008.

There was discussion regarding enrollment patterns.

Trustee Scott-Hayes requested details regarding enrollment patterns specifically with respect to distance education courses including Instructional Television.

Dr. Adriana Barrera, Deputy Chancellor, indicated that Mr. Gary Colombo, Vice Chancellor, Institutional Effectiveness, will present a report to the Board regarding this data at the next Planning and Student Success Committee meeting.

Trustee Field requested a breakdown of the data as to the percentage of F-1 Visa students, nonresident out-of-state students, and AB 540 students.

Chancellor Drummond presented gifts to Mr. Clerx and Ms. Iyemura in appreciation of their efforts.

Update on Accreditation

Chancellor Drummond discussed the importance of providing the resources that the colleges need in order to prepare effective reports for the Accrediting Commission of Community and Junior Colleges (ACCJC). He indicated that Mr. Colombo will present a comprehensive report to the Planning and Student Success Committee at its next meeting.

CONSENT CALENDAR ITEMS

Matters Requiring a Majority Vote

President Candaele entertained a motion to adopt the Consent Calendar Items as amended on Matters Requiring a Majority Vote, with the limitation that the Student Trustee's vote shall not apply to HRD1., ISD5., ISD6., PC1., and the Correspondence.

Motion by Trustee Scott-Hayes, seconded by Trustee Mercer, to adopt the Consent Calendar Items as amended on Matters Requiring a Majority Vote.

The Trustees discussed the following Consent Calendar agenda items:

Com. No. BF1. Budget and Finance Routine Report

Com. No. BF2. Amend Board Rules 7503.10 Standard Mileage Rates and 10711. Transportation Cost

Com. No. BSD1. Business Services Routine Report

Dr. Barrera noted the following revisions:

I. AUTHORIZE SERVICE AGREEMENT

Authorize an agreement with Forneris Farms to provide farming services including growing and harvesting pumpkins, tomatoes, herbs, corn and assorted gourds on arable land situated on the Pierce College campus near De Soto Avenue and Victory Boulevard, during the period August 1, 2008 to ~~June 30, 2010~~ December 31, 2010, inclusive, at a total cost not to exceed ~~\$240,000~~ \$650,000.

Background: This agreement is the result of a competitive Invitation for Bid (IFB) procedure. The IFB documents were posted on the District's website, and over 150 agriculture and farming companies were contacted and encouraged to download the documents and submit a sealed bid. One (1) bid was received. The cost is anticipated to be ~~\$120,000~~ \$240,000 during the each growing season, from March to November, which is considered a calendar year; and shall not exceed \$170,000 for calendar year 2008; 240,000 for 2009; and \$240,000 for 2010. of each fiscal year; funding Funding is provided through the College's Agriculture program funds.

II. RATIFY SERVICE AGREEMENT

Ratify agreement with ETUDES, Inc. to provide software and hosting services designed to extend the Distance Learning Program at Los Angeles City College from July 1, 2008 to June 30, 2009 for a total cost of \$71,500.

Background: The Board of Trustees approved an agreement with Foothill DeAnza Community College District on July 12, 2006 to provide these services. (Com. No. BSD2) This new agreement is now with ETUDES, Inc. and replaces the previous agreement. Funding is through the College General Fund.

~~Ratify amendment to renew agreement No. 4500076417 with the Foothill DeAnza Community College District to provide ETUDES software and hosting services at Los Angeles City College from July 1, 2008 to June 30, 2009, inclusive, for the third year of the agreement, increasing the total contract amount from \$67,800 to \$139,300, a total additional cost of \$71,500.~~

~~Background: This agreement was approved by the Board of Trustees on July 12, 2006 (Com. No. BSD2). This amendment is designed to extend the Distance Learning Program. Funding is through the College General fund.~~

Com. No. BSD2. Ratifications for Business Services

With respect to Item M. Short Term Agreements Prepared at Site Locations for Services, Lease & Lease Purchase of Equipment, and Lease of Facilities \$5,000 or Less Per Year Agreement Number 4500114867 District Office as it relates to an agreement with Jess Carreon and Associates to facilitate workshop presentations and discussion work sessions, Trustee Field inquired as to who is Jess Carreon and Associates and what is being done for the District Office leadership.

Dr. Barrera responded that Dr. Jess Carreon is a former College President and former Chancellor who facilitated the discussion at the workshop. The purpose of the workshop was for the College Vice Presidents to obtain the leadership skills that would help them to serve as a College President. She indicated that the notes from this workshop will be distributed to the Vice Presidents, the College Presidents, and the members of the Chancellor's Executive Staff.

Com. No. FPD1. Facilities Planning and Development Routine Report

With respect to Roman Numeral IV. Ratify Internship Agreement as it relates to an agreement with the Los Angeles Urban League, Inc. to provide 14 interns to work within the Proposition A/AA program, Trustee Field inquired if the interns are being assigned to Bond Program employees as opposed to District employees.

Chancellor Drummond responded in the affirmative.

Mr. Thomas Hall, Director, Facilities Planning and Development, indicated that the interns are high school students some of whom are working with the Program Manager or College Project Managers at Los Angeles City College (LACC), Los Angeles Southwest College (LASC), Los Angeles Trade-Technical College (LATTTC), and West Los Angeles College (WLAC). Two of the interns are working in his office and three are working at Build—LACCD.

With respect to Roman Numeral XII. Acceptance of Donations Item B. as it relates to the acceptance of donated labor and related services from Adco Roofing, Inc. for the Green Roof pilot project at the District Educational Services Center, President Candaele requested further information.

Mr. Hall indicated that this is a project in which a green roof is being installed above the 9th floor terrace.

Com. No. HRD1. Personnel Services Routine Actions

Com. No. ISD1. Approval of CCC-520 Request to Convert Non-Compliant Degree to Compliant Degree or Certificate of Achievement

Com. No. ISD2. Approval of New Courses

Trustee Pearlman inquired as to why these courses are not transferable.

Chancellor Drummond indicated that some of the courses might be transferable as per the discretion of the four-year institution.

Dr. Mark Rocha, President, WLAC, indicated that the Film Production courses at WLAC are part of the \$2.5 million grant that was received from the United States Department of Labor for Hollywood Cinema Production Resources. Some of

these courses are not transferable because they are skills-based training courses as opposed to classroom training courses. The courses are part of the Hollywood Cinema Production Resources trades training program.

Trustee Pearlman inquired if the students receive a certificate when they complete a course.

Dr. Rocha responded in the affirmative and indicated that the students are also placed onto the union roster.

With respect to the EDU TEK 100 course at LATTTC entitled "Online Teaching Technologies," Trustee Field inquired if this course is designed for faculty to retrain themselves.

Dr. Roland Chapdelaine, President, LATTTC, responded that the purpose of this course is to retrain faculty throughout the District.

Com. No. ISD3. Approval of Noncredit Courses

Com. No. ISD4. Approval of Experimental/Emergency Credit Course as a "99"

With respect to the COMPLAN 099AA course at LATTTC entitled "Leadership Development and Skill Building," Trustee Field inquired if this course is linked to student government.

Mr. Clerx responded that there is a Political Science course that is designed to provide leadership skill development for the Associated Student Organization (ASO) leadership.

Dr. Chapdelaine indicated that this course is focused primarily on student leadership within the organizations that are supported by the ASO.

Com. No. ISD5. Ratification of Student Travel

Com. No. ISD6. Authorization of Student Travel

Com. No. PC1. Personnel Commission Actions

Accept Recommended Disposition of Correspondence

Student Trustee Advisory Vote: Aye (Bustos)

ADOPTED AS AMENDED: 7 Ayes

Matters Requiring a Super Majority Vote

Com. No. FPD2. Authorize Amendment of Lease Agreement

Com. No. FPD3. Authorize a Joint Occupancy Agreement

Ms. Camille Goulet, General Counsel, noted the following amendment to Com. No. FPD3.:

Authorize an agreement with the Los Angeles City College Foundation and First Class Vending, Inc. for the joint occupancy of approximately six hundred (600) square feet of real property located at the southeast patio of the existing Cafeteria Building at Los Angeles City College for an initial term of five (5) years with two (2) five (5) year option terms for a total of fifteen (15) years with rental of \$1,000 per month.

....

Motion by Trustee Scott-Hayes, seconded by Trustee Mercer, to adopt Com. Nos. FPD2. and FPD3. as amended.

Student Trustee Advisory Vote: Aye (Bustos)

ADOPTED AS AMENDED: 7 Ayes

RECOMMENDATIONS FROM THE CHANCELLOR

Com. No. CH1. Rescind Resolutions Adopted April 23, 2008 and June 11, 2008 and Adopt Resolution Calling for an Election Authorizing the Issuance of General Obligation Bonds of the District at an Election to be Held on November 4, 2008

Dr. Barrera noted the following revision and indicated that the Board approved this language at the Board meeting of June 11, 2008:

...

Multi-Campus Projects: Renovate and modernize the Educational Services Center; upgrade communications systems, data transfer hardware, smart classrooms, and remote learning systems; funding for extended commissioning activities; lease space at County General Hospital to support a Health Careers Academy; implement an anti-graffiti program; implement a storm water management program; implement a warranty program; reconstruct and remodel the existing Firestone factory building for use as an educational facility; purchase and construction of satellite campus sites for West Los Angeles College, Los Angeles Valley College, and Los Angeles Mission College; and upgrade the Southwest Museum facility; **identify opportunities to work with public and private entities on common projects that serve students and generate revenues for the District.**

Motion by Trustee Mercer, seconded by Trustee Scott-Hayes, to adopt Com. No. CH1. as revised.

Student Trustee Advisory Vote: Aye (Bustos)
ADOPTED AS REVISED: 7 Ayes

Com. No. CH2. Reinstate the LACCD Improvement Corporation and Accept Title to Certain Real Property and Ordering Certain Actions in Connection Therewith

Motion by Trustee Scott-Hayes, seconded by Trustee Mercer, to adopt Com. No. CH2.

Ms. Meredith B. Johnson, Senior Associate, Fulbright & Jaworski LLP, explained the need to reinstate the LACCD Improvement Corporation.

Student Trustee Advisory Vote: Aye (Bustos)
ADOPTED: 7 Ayes

RECESS TO THE LACCD IMPROVEMENT CORPORATION ANNUAL ORGANIZATIONAL MEETING

Motion by Trustee Mercer, seconded by Trustee Field, to recess to the annual organizational meeting of the LACCD Improvement Corporation.

APPROVED: 7 Ayes

The regular meeting recessed to the annual organizational meeting of the LACCD Improvement Corporation at 4:26 p.m. The minutes are on file in the Board of Trustees Office.

RECONVENE BOARD MEETING

The regular meeting of the Board of Trustees of the LACCD reconvened at 4:33 p.m. with President Kelly G. Candaele presiding.

On roll call the following members were present: Kelly G. Candaele, Mona Field, Georgia L. Mercer, Nancy Pearlman, Angela J. Reddock, Miguel Santiago, and Sylvia Scott-Hayes. Student Trustee Rose Bustos was present.

Chancellor Marshall E. Drummond was present.

Com. No. FPD4. Adopt Resolution Approving an Easement and Improvement Agreement between the Los Angeles Community College District and Portola Ventures

Motion by Trustee Field, seconded by Trustee Scott-Hayes, to adopt Com. No. FPD4.

Student Trustee Advisory Vote: Aye (Bustos)

ADOPTED: 7 Ayes

NOTICE REPORTS AND INFORMATIVES

Com. No. CH/A. [Informative] Announcement: Personnel Commission Vacancy

Presented by Chancellor Drummond.

PUBLIC AGENDA REQUESTS (Category B)

Oral Presentations

None.

Proposed Actions

None.

ANNOUNCEMENTS AND INDICATIONS OF FUTURE PROPOSED ACTIONS

None.

ADJOURNMENT

There being no objection, the regular meeting was adjourned at 4:33 p.m.

MARSHALL E. DRUMMOND
Chancellor and Secretary of the Board of Trustees

By: _____
Laurie Green
Assistant Secretary to the Board

APPROVED BY THE BOARD OF TRUSTEES:

Kelly G. Candaee
President of the Board

Date August 20, 2008