



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 13, 2013
SUBJECT: BOARD LETTER FOR FEBRUARY 20, 2013 MEETING

Board Meeting Location

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

<u>Meetings</u>	<u>Time</u>	<u>Location</u>
Institutional Effectiveness Committee	11:45 a.m. – 1:15 p.m.	Board Room
Lunch	1:00 p.m. – 2:00 p.m.	Hearing Room
Public Session	2:00 p.m.	Board Room
Closed Session	Immediately Following Public Session	Hearing Room
Reconvene Public Session	Immediately Following Closed Session	Board Room

Institutional Effectiveness Committee Meeting (Field, Candaele, Pearlman, Svonkin Alt.)

The committee will meet from 11:45 a.m. to 1:15 p.m. in the **Board Room**. The agenda for the meeting includes the following items for discussion:

- I. Roll Call
- II. Public Speakers
- III. Reports/Recommendations
 - A. Accreditation Follow-up Reports
 1. Los Angeles Harbor College
 2. Los Angeles Southwest College
 3. West Los Angeles College
 4. Educational Services Center
 - B. Board of Trustees Activity Schedule for Accreditation Site Visit
- IV. Future Institutional Effectiveness Committee Meeting Dates
 - March 20, 2013
 - April 17, 2013
 - May 15, 2013
 - June 26, 2013
- V. New Business
- VI. Adjournment

Agenda Format

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

- Reports from the Chancellor regarding District activities or pending issues
 - Presentation of the Cadet of the Year
 - Key Priorities for Remainder of Fiscal Year 2012-2013

Other Matters

Facilities Planning and Development - Enclosed is a memo from Jim O'Reilly, Executive Director, Facilities Planning and Development regarding matters Capital Construction Committee meeting. ***(Refer to Attachment A)***

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 B)***
- **Facilities Planning and Development** – Enclosed for your review is background information pertaining to Bond-related litigation matters. ***(Refer to Attachment C)***
- **Human Resources** – Enclosed for your review is information regarding March 15 Materials. ***(Refer to Attachment D) Attachment D will be sent via U.S. mail due to its size.***

Staff and I are available should you have any questions regarding these or other items pertaining to the February 20, 2013 agenda.