




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

TO: Members of the Board of Trustees
FROM:  Daniel J. LaVista, Chancellor
DATE: April 24, 2013
SUBJECT: **BOARD LETTER FOR MAY 1, 2013 MEETING**

Board Meeting Location

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

<u>Meetings</u>	<u>Time</u>	<u>Location</u>
Finance and Audit Committee	12:00 p.m. 1:00 p.m.	Campus Center – Room 1
Lunch	1:00 p.m. – 1:45 p.m.	Campus Center – Room 4
BREAK	1:45 P.M. – 2:00 P.M.	
Convene for Public Session	2:00 p.m.	Campus Center Main
Recess to Closed Session	Immediately Following Public Session	Campus Center Main
Convene for Closed Session	Approximately 15 minutes after conclusion of Public Session	Campus Center – Room 4
Reconvene for Public Session	Immediately Following Closed Session	Campus Center – Room 4

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 **Campus Center – Room 1**. The agenda for the meeting includes the following items for discussion: **(Refer to Attachment A)**

- I. Roll Call
- II. Public Speakers
- III. Reports/Recommendations
 - A. Internal Audit Quarterly Report
 - B. 2012-2013 Third Quarter Financial Report
 - C. 2013-2014 Proposed Budget
 - D. Update on Requests for Proposal (RFP) for Food Services and Efficiency
 - E. Parking Fees
- IV. Future Discussion Items
 - Retirement Incentives
 - Policy Framework for Naming Buildings

- V. Future Finance and Audit Meeting Dates
June 12, 2013
- VI. New Business
- VII. Adjournment

Parking

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

Agenda Format

Welcoming Remarks – President Monte Perez 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 Access and Preparation: The Role of Ethnic and Chicano Studies in Improving Student Success and Community Responsiveness.

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 Bond-related litigation matters. ***(Refer to Attachment B)***
 - Enclosed for your review is an update pertaining to the status on personnel actions. ***(Refer to Attachment C)***
 - Enclosed for your review is an update pertaining to complaints of discrimination/harassment. ***(Refer to Attachment D)***
- **Human Resources**
 - Enclosed for your review is information pertaining to the lead facilities position. ***(Refer to Attachment E)***
 - Information pertaining to employment and disciplinary actions is included. ***(Refer to Attachment F)***
- **Educational Programs and Institutional Effectiveness** – Information pertaining to student disciplinary actions is included. ***(Refer to Attachment G)***

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