



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

TO: Members of the Board of Trustees
FROM: Adriana D. Barrera, Interim Chancellor *ADB*
DATE: July 17, 2013
SUBJECT: **BOARD LETTER FOR JULY 24, 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	1:30 p.m. – 3:00 p.m.	Board Room
Break	3:00 p.m. – 3:30 p.m.	
Public Session	3:30 p.m.	Board Room
Closed Session	Immediately Following Public Session	Hearing Room
Reconvene Public Session	Immediately Following Closed Session	Board Room

The schedule for next week's meeting will be slightly different than in the past. Since only the Institutional Effectiveness Committee meeting is scheduled to meet, this committee meeting will be scheduled to take place from 1:30 p.m. to 3:00 p.m. A 30-minute break is planned between 3:00 p.m. and 3:30 p.m. to allow staff to move tables and chairs in order to convert from the committee to regular Board meeting format. Thus, the public session of the regular Board meeting will begin at 3:30 p.m.

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

The committee will meet from 1:30 p.m. to 3:00 p.m. in the Board Room. The agenda for the meeting includes the following items for discussion: **(Refer to Attachment A)**

Agenda Format

The agenda will follow the previously established format. No college reports will be presented. However, the Capital Construction Committee will not be convened. Instead, Mr. O'Reilly's report will be presented under the Chancellor's Report.

- Reports from the Chancellor regarding District activities or pending issues
 - Bond Program Management 90-Day Update

Other Matters

Office of General Counsel

- Enclosed is a memo from Camille Goulet, General Counsel, regarding the Attorney General Opinion on Project Lists. **(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 background information pertaining to District-related litigation matters. **(Refer to Attachment C)**
 - Enclosed for your review is background information pertaining to Bond-related litigation matters. **(Refer to Attachment D)**
 - Enclosed is a memo from Kevin Jeter, Associate General Counsel, regarding the procedure to be followed on a student discipline matter. Please note that the matter under ISD1 will be heard during Public Session per the student's request. **(Refer to Attachment E)**

- **Educational Programs and Institutional Effectiveness**
 - Enclosed for your review is information pertaining to two student disciplinary actions. ISD1 will be heard in public as stated above.
 - The student matter under ISD2 will be heard during Closed Session. The Board will then vote on the discipline for ISD2 in public following Closed Session.
 - **Due to their size, documents ISD1 and ISD2 will be sent via U.S. mail.**

- **Human Resources** – Enclosed for your review is information pertaining to disciplinary actions. **Due to its size, this document will be sent via U.S. mail.**

Staff and I are available should you have any questions regarding these or other items pertaining to the July 24, 2013 agenda.