ORDER OF BUSINESS - REGULAR MEETING

Wednesday, June 24, 2015
First Public Session 3:00 p.m.
Recess to Reception 3:30 p.m.
Second Public Session 4:00 p.m.
Closed Session
(Immediately Following Second Public Session)

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

I. Roll Call (3:00 p.m.)

II. Flag Salute

III. Recommendations from the Board
    • Proposed Actions
      BT1. Resolution – In Recognition of Board Member Mona Field
      BT2. Resolution – In Recognition of Board Member Steve Veres

IV. Recess to Reception (3:30 p.m.)

V. Reconvene Regular Board Meeting (4:00 p.m.)

VI. Roll Call

VII. Reports from Representatives of Employee Organizations at the Resource Table

VIII. Announcements from College Presidents and Chancellor

IX. Public Agenda Requests
    A. Oral Presentations
    B. Proposed Actions

X. Reports and Recommendations from the Board
    • Reports of Standing and Special Committees
    • Proposed Actions
      BT3. Amend Board Rule Chapter XVII Article III – Bond Program Monitor
BT4. Amend Board Rule Chapter II Article V – Communications to the Board
BT5. Authorize Conference Attendance

XI. Consent Calendar

Matters Requiring a Majority Vote

BF1. Adopt the 2015-2016 Tentative Budget
BF2. Adopt a Resolution to Authorize Debt Service Estimate
BSD1. Ratify Business Services Actions
BSD2. Approve Business Services Actions
FPD1. Approve Facilities Planning and Development Routine Report
FPD2. Adopt Resolution Authorizing Implementation of Design-Build System of Project Delivery for the Harbor Teacher Preparation Academy Project at Los Angeles Harbor College; Ratifying Request for Qualifications and Proposal Process; and Authorizing the Award of a Design-Build Agreement
FPD3. Adopt Resolution Ratifying Staff’s Issuance of a Request for Qualifications and Proposals Under Education Code Section 81335 for the Valley Academic and Cultural Center Project at Los Angeles Valley College; and Authorizing the Award of the Site Lease, Facilities Lease and Related Pre-Construction and Construction Services Agreement
HRD1. Authorize Presidential Selection Process for West Los Angeles College
HRD2. Declaration of Compensation as Indefinite

XII. Recommendations from the Chancellor
CH1. Authorize Public Auction of Surplus Property

XIII. Notice Reports and Informatives
ISD/A. [Notice] Amend Board Rule Chapter VI Article II – Graduation Requirements

XIV. Announcements and Indications of Future Proposed Actions

XV. Requests to Address the Board of Trustees – Closed Session Agenda Matters

Location: Board Room

XVI. 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. Location: Hearing Room
XVII. Reconvene Regular Meeting *(Immediately Following Closed Session)*  
**Location: Hearing Room**

XVIII. Roll Call

XIX. Report of Actions Taken in Closed Session – June 24, 2015

XX. Adjournment

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**Next Regularly Scheduled Board Meeting**  
**Wednesday, July 8, 2015**  
**(Public Session Scheduled for 3:30 p.m.)**  
Los Angeles City College  
855 North Vermont  
Los Angeles, CA 90029  
* * * * * * * * * * * * * * * * * * * * * * * * * * * *

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.
CLOSED SESSION
Wednesday, June 24, 2015
Educational Services Center
Hearing Room – First Floor
770 Wilshire Boulevard
Los Angeles, CA 90017

I. Public Employment
(pursuant to Government Code section 54957)
  A. Position: Interim President, West Los Angeles College

II. Conference with Labor Negotiator
(pursuant to Government Code section 54957.6)
  A. District Negotiators: Albert Román
     Adriana D. Barrera
  Employee Unit: Clerical/Technical – Local 1521A

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

IV. Conference with Legal Counsel - Existing Litigation
(pursuant to Government Code section 54956.9(d)(1)
  A. Armine Stepanyan v. LACCD
  B. Robert Rettberg v. LACCD
  C. G&G Door Products, Inc. v. KPRS Construction Services, Inc., LACCD, et al.

V. Conference with Legal Counsel - Potential Litigation
(pursuant to Government Code section 54956.9(d)(2) and (e)(1)
  A. Potential litigation – 1 matter
RESOLUTION – IN RECOGNITION OF BOARD MEMBER MONA FIELD

WHEREAS, Board member Mona Field was first elected to the Board of Trustees of the Los Angeles Community College District in 1999; and

WHEREAS, Board member Field has been re-elected three times, serving for a total of 16 years on the Board of Trustees; and

WHEREAS, Board member Field’s peers elected her president of the Board of Trustees twice, first in 2004, and again in 2009; and

WHEREAS, The longest serving member, she voted for the Board of Trustees to put before the electorate the three bond measures, Proposition A, Proposition AA, and Measure J, that have funded the massive building program that has transformed the look and efficiency of all nine LACCD campuses; and

WHEREAS, Board member Field has chosen to serve on Board committees in which she believed her background and expertise could be of service such as the Institutional Effectiveness & Student Success and the Legislative & Public Affairs committees; and

WHEREAS, She has maintained an interest and involvement in projects and activities that touch on environmental and sustainability issues; and

WHEREAS, Board member Field has been a proponent of participatory governance working to ensure the voices of faculty, staff and students are heard in decision making; and

WHEREAS, Through her words and actions, she has demonstrated a belief in the establishment and maintenance of positive labor-management relations and has been a supporter of the Joint Labor Management Benefits Committee; and

WHEREAS, Board member Field has shown consistent diligence and thoughtful preparation for meetings; and

WHEREAS, Board member Field has consistently shown genuine interest and respect for constituencies and their concerns; now, therefore, be it

RESOLVED, That the Board of Trustees hereby recognizes Board member Field’s dedication and loyalty to the District; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District names Mona Field Board Member Emeritus.
RESOLUTION – IN RECOGNITION OF BOARD MEMBER STEVE VERES

WHEREAS, Steve Veres was elected to the Los Angeles Community College District Board of Trustees in 2011; and

WHEREAS, Board member Veres was elected president of the Board by his peers the following year; and

WHEREAS, As a Board member, he has chaired several Board committees, including the Budget & Finance and the Facilities Master Planning & Oversight committees; and

WHEREAS, Board member Veres has built a reputation as a fair and thoughtful proponent of building facilities that meet the needs of students, are multi-purposed and multi-functional, and reflect efficient use of space; and

WHEREAS, Board member Veres has emphasized the need to serve students who have traditionally been underserved by urging that class schedules be created to accommodate working and older adult students; and

WHEREAS, He has focused on addressing the student success outcomes of students with basic skills and developmental education needs; and

WHEREAS, Board member Veres has been creative in his outreach on behalf of the District; and

WHEREAS, Board member Veres has promoted the interests of the members of the Board of Trustees on a regular basis; and

WHEREAS, Elected to the Board of Trustees as an agent for change and reform, Board member Veres has led the way to improvements in the management and oversight of the bond-funded facilities program; and

WHEREAS, Board member Veres has been instrumental in ensuring strong labor-management relationships, developing a policy requiring 10 percent of the budget as a minimum level for the general reserve fund, and closing each fiscal year with a healthy ending balance; now, therefore, be it

RESOLVED, That Board member Steve Veres be recognized by the Board of Trustees of the Los Angeles Community College District for his exemplary leadership and service and for his many contributions to the students and residents of the Los Angeles region; and, be it further

RESOLVED, That the Board of Trustees congratulates and thanks Board member Steve Veres and wishes him well as he continues on with the next phase of his professional career.
AMEND BOARD RULE CHAPTER XVII ARTICLE III - BOND PROGRAM MONITOR

Amend Board Rule 17300 as follows:

17300 Retention of the Bond Program Monitor

The Los Angeles Community College District Board of Trustees and Chancellor authorizes the retention of a consultant the Internal Audit Unit to ensure that its capital program funded by Proposition A, Proposition AA, and Measure J ("Bond Program") is performing with the utmost integrity and in furtherance of that objective authorize the Bond Program Monitor to investigate and report on circumstances involving action or inaction by an employee, contractor, consultant, or Trustee that the Bond Program Monitor reasonably suspects may involve or aid and abet in the occurrence of misconduct constituting fraud, corruption, a violation of a non-discretionary law, rule or regulation, an abuse of discretion in the exercise of a right or authority granted under a discretionary law, rule, or regulation, gross mismanagement or other actions or inactions occurring in the context of an evident deliberate or reckless disregard of an actual or probable waste or abuse of District funds.

17300.1 Reporting

A. General Reporting

The Director of Internal Audit shall serve as the Bond Program Monitor, shall report directly to the Board of Trustees, but be directed and supervised on a day-to-day basis by the Chancellor or designee. To the extent that reports reflect matters under investigation for which a final determination has not been made, such reports shall be treated as confidential pursuant to the "deliberative process" exception of the California Public Records Act.

B. Executive Briefings

As determined by the District, the Bond Program Monitor shall provide periodic briefings and reports to keep executive management for the District apprised of important undertakings by the Bond Program Monitor, their outcomes, and other matters that warrant attention, including timely advice to the Chancellor if any employee, official, contractor, consultant or Trustee attempts to impede or obstruct any investigation or other activity of the Bond Program Monitor.
C. Semiannual Reports

The Bond Program Monitor shall make semiannual reports on its activities, which shall be available to the public and, not later than three days after issuance of any report that is publicly available, post that report on the Bond Program Monitor website. Such website shall include a service that allows an individual to request automatic receipt of information relating to any public report, or portion thereof, by means of electronic transmittal of the information, or notice of the availability of the information, without further request.

17300.2 Generally Authorized Activities

The Bond Program Monitor is authorized to interview witnesses, take testimony, and demand the production of any information, documents, reports, answers, records, accounts, papers, and other data and documentary evidence the Bond Program Monitor deems material, relevant, and reasonably related to any investigation of misconduct related to the Bond Program.

17301 Powers and Duties

The Bond Program Monitor shall have the following powers and duties:

A. to plan, direct, and monitor day-to-day operations of the Bond Program insofar as may involve the detection, prevention, occurrence, or report of misconduct, or the threat of misconduct, related to the Bond Program;

B. to receive and with integrity, objectivity, independence, and confidentiality, investigate complaints concerning incidents of possible misconduct, related to the Bond Program; and

C. to evaluate the policies and procedures governing the Bond Program, as well as where appropriate, the performance of work related to the Bond Program, in order to develop recommendations on revisions that would facilitate prevention and detection of possible misconduct related to the Bond Program;

17302 Whistleblower Hotline

The Bond Program Monitor is directed to maintain a toll-free "Whistleblower Hotline" and a post office box for anonymous reporting, for the purpose of receiving citizen and employee reports of misconduct related to the Bond Program. Unless the caller consents to disclosure, the identity of any individual providing such reports shall to the maximum extent allowed by applicable law be kept confidential and any persons involved in the reporting should not be alerted until an investigation is complete and a corrective action is recommended by the Bond Program Monitor and approved by the District. All reports received shall be prioritized and investigated according to the nature and urgency of the allegation and the credibility of the report. The hotline and post office box will be publicized in a manner reasonably designed to reach all employees, contractors, and consultants, including, without limitation, by posting informative notices at
locations where employees congregate and providing links on the websites maintained by the District (including, without limitation, the Bond Program website) and the Bond Program Monitor. The Bond Program Monitor shall follow the Whistleblower Complaint Process in Board Rule 7902, with membership for the Review Committee discrete from the membership for the Review Committee for operational matters.

17303 Investigation Reports and Other Documentary Material

A. Public Summary

Upon conclusion of an investigation into possible misconduct, and in the interest of accountability, the Bond Program Monitor shall prepare a written report on the investigation as appropriate and such report shall be released to the public, subject to any redactions needed to protect witnesses. The Bond Program Monitor's investigation reports should be provided to the Chancellor and the Board of Trustees, and may also be provided to parties affected by or involved in the investigation, if appropriate.

B. Investigatory Materials

In light of the purpose of the Bond Program Monitor as stated in Board Rule 17300, the records of the Bond Program Monitor are presumptively deemed investigatory records exempt from disclosure under the California Public Records Act. However, materials provided to the Board of Trustees for a matter that will be discussed in public session must be made available contemporaneously to the public as required by the Ralph M. Brown Act. Materials that relate to potential or existing litigation, employee privacy or other matters exempt from disclosure or subject to a lawful closed session discussion shall not be subject to public disclosure except as required by law.

17304 Duty of Vigilance and Cooperation

It shall be the duty of every employee, contractor, consultant, and Trustee to extend full cooperation and all reasonable assistance to the Bond Program Monitor and his/her designees in connection with any Bond Program Monitor investigation, and all Trustees, employees, contractors, consultants are expected to be vigilant in preventing and reporting fraud, abuse, and corruption.

17305 Retaliation Prohibited

No employee, contractor, consultant, student or Trustee shall retaliate against, punish, or penalize any person for complaining to, cooperating with, or assisting the Bond Program Monitor in the performance of his or her duties. Any employee, contractor, consultant, student or Trustee who violates the provisions of this section shall be subject to disciplinary action, in accordance with the due process provisions associated with his or her position.
17306  Referrals of Investigations

Upon making a preliminary determination that alleged misconduct may involve possible criminal conduct, the Bond Program Monitor, in consultation with the Chancellor, may refer complaints regarding such misconduct to the appropriate law enforcement authority. In the event that the Chancellor is the alleged wrongdoer, the Bond Program Monitor shall consult with the Board President.

17307  Conflicts of Interest

The Bond Program Monitor, and its staff members, must be free both in fact and appearance from person, external, and organizational impairments to its objectivity and independence. Consistent with the foregoing, all allegations against the Bond Program Monitor or its staff for violations of the provisions of these rules and any matters that the Bond Program Monitor determines cannot be objectively and independently investigated by the Bond Program Monitor shall be submitted directly to the Chancellor and, if appropriate, to proper law enforcement authorities. The Bond Program Monitor and its staff shall submit to periodic background checks and shall submit such conflict of interest disclosures and certifications as may be requested by the District in order to confirm compliance with this requirement.

17308  Legal Counsel

The Bond Program Monitor shall have available legal counsel, through an appropriate competitive selection process, retain, at the expense of the District, its own legal counsel, who shall not be a legal counsel contemporaneously retained by the District on any other bond matters, to advise the Bond Program Monitor on legal matters related to performance of its functions under these rules and who shall be free of any conflicts of interest. Such legal counsel is not retained to provide advice to the Bond Program Monitor on matters relating to the Bond Program Monitor's legal or contractual duties to the District or on questions that may arise between the District and the Bond Program Monitor relating to the adequacy of the Bond Program Monitor's performance. Such legal counsel shall be deemed to be in a direct and confidential client-attorney relationship with the District, and not with the Bond Program Monitor individually, and the District shall be deemed the holder of all related legal privileges.

17309  Internal Principles, Policies, and Procedures

The Bond Program Monitor and its staff shall act with integrity and exercise objectivity and professional skepticism and avoid circumstances that would cause a reasonable and informed third party to believe that the Bond Program Monitor or its staff is not capable of exercising objectivity and impartial judgment or that the Bond Program Monitor's work has been compromised. Consistent with the foregoing, the Bond Program Monitor shall (1) develop internal rules and procedures for conduct of investigations and for external quality assurance reviews of investigations and other activities of the Bond Program Monitor,
(2) identify and assess threats to its independence of objectivity from both external and internal sources, (3) evaluate the significance of threats identified and prioritize them in a manner consistent with the Bond Program Monitor's obligations under these rules or as other directed by the Chancellor or Trustees, (4) apply safeguards as necessary to eliminate the threats or reduce them to an acceptable level, (5) not use confidential information for personal gain or in any other manner that is detrimental to the legitimate interests of the District, and (6) establish criteria for the conduct of investigations before commencing investigations, and (7) prepare an "Investigative Manual" that described the principles, policies, and procedures to implement and govern the Bond Program Monitor's performance of its duties and responsibilities under these rules.

17310 Auditing and Management Functions

It is not the function of the Bond Program Monitor to perform management functions, to give recommendations on management decisions, to evaluate budgets, to set policy, to design internal management controls affecting routine management functions, to perform functions assigned to the District's auditors performing financial or performance audits (internal or external), or to issue interpretations of or legal determinations on existing policies, rules, or regulations or of governing the Bond Program. Notwithstanding the foregoing, however, the Bond Program Monitor in performing the duties and obligations provided for under these rules shall review, assess, and recommend enhancements to the functions and duties of the District's auditors and to the District's program management policies and procedures that will facilitate the prevention, detection, and reporting of misconduct related to the Bond Program.

17311 Training Programs

The Bond Program Monitor shall develop and document special awareness and training initiatives designed to alert the District to systemic weaknesses in its programs or procedures that make them vulnerable to misconduct related to the Bond Program.

Background: In March 2010, the Board of Trustees directed that the establishment of an Office of Inspector General for the building program. In spring 2013, the Board revised the policy regarding the scope of the office and changed its title to Bond Program Monitor ("BPM"). The function was temporarily assigned to the Internal Audit Unit. During 2013 and 2014, the District issued two Requests for Proposal which yielded only one or two firms, and the projected cost of the program was high. Therefore, the Chancellor recommends that the BPM function be permanently assigned to the Internal Audit Unit.
Subject: **AMEND BOARD RULE CHAPTER II ARTICLE V – COMMUNICATIONS TO THE BOARD**

Amend Board Rule 2501.10 as follows:

2501.10 General Procedures. Persons who wish to address the Board on District-sponsored agenda items or public agenda items may do so pursuant to the following rules:

a. The person shall present a request to the Chancellor as Secretary of the Board or designee giving his/her name, address, and telephone number by 10:00 a.m. on the day of the Board meeting. The request shall include the name of the organization or group represented, if any, and a statement related to the agenda item to be addressed.

b. During any single meeting, such persons may address the Board once on one or more District-sponsored agenda items and/or once on one or more agenda items sponsored by a member of the public pursuant to Board Rule 2407.12. He or she may speak for up to **five three** minutes maximum on all agenda items, whether District-sponsored and/or sponsored by a member of the public, plus any additional time to address collective bargaining matters as discussed in Board Rule 2501.11(e). At the discretion of the Board members, time may be extended. If there is not a majority to extend the time, the **five three** minute rule as specified above will apply.

c. Individuals and/or groups wishing to lodge charges or complaints against officers and/or employees of the District shall sign such complaints under penalty of perjury and shall submit same in writing to the Board of Trustees through the Chancellor as the Secretary of the Board. Such charges or complaints may be considered by the Board of Trustees in closed sessions.

d. A public speaker may be cautioned that applicable due process rights apply to public employees, and that speakers are encouraged to focus on matters within the Board’s jurisdiction, rather than private or unrelated matters. He/she may be personally liable for defamation, invasion of privacy or other matters for statements made while addressing the Board during open session.

e. No member of the audience may speak without the recognition of the President of the Board.

f. Profanity, obscenity, and other offensive language is are not condoned and **shall may** be ruled out of order by the President of the Board or presiding officer. Physical violence directed towards any persons or property are is not condoned and shall be submitted to the eCity Attorney’s or dDistrict aAttorney’s office (whichever has jurisdiction) for investigation and possible prosecution.
g. Nonscheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request or a majority of the Board authorizes the substitute speaker.

h. Twenty minutes shall be the maximum time allotment for any one agenda item regardless of the number of speakers. At the discretion of a majority of the Board Members, the time may be extended. If there is not a majority vote to extend the time, the twenty minutes maximum rule will apply.

i. **Five Three** minutes plus any additional time to address collective bargaining matters as discussed in Board Rule 2501.11(e) shall be the maximum time allotment for any one public speaker regardless of the number or types of items addressed. At the discretion of a majority of the Board members, the time may be extended.
Subject: AUTHORIZE CONFERENCE ATTENDANCE

Authorize payment of necessary expenses for Mike Eng, Mike Fong, and Scott J. Svonkin, members of this Board of Trustees, to meet with members of congress and federal departments on July 12-15, 2015 in Washington, DC.

Background: Board Members’ expenses will be reimbursed from their travel allocation of $2500 each.
Subject: **2015-2016 TENTATIVE BUDGET ADOPTION**

Adopt the 2015-2016 Tentative Budget and authorize staff to file the same with the California Community College Chancellor's Office.

**Background:** The Governing Board of the Los Angeles Community College District must adopt the 2015-2016 Tentative Budget no later than July 1, 2015, for the year ending June 30, 2016, as required under Section 58305(a) of Title 5, California Code of Regulations. Adoption of the Tentative Budget will allow the District to begin its operations for the 2015-2016 fiscal year.

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**Recommended by:** Adriana D. Barrera, Deputy Chancellor

**Approved by:** Francisco C. Rodriguez, Chancellor

**Chancellor and Secretary of the Board of Trustees**

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Subject: ADOPT A RESOLUTION TO AUTHORIZE DEBT SERVICE ESTIMATE

Adopt Resolution dated June 24, 2015 (here attached and identified as Attachment 1) entitled “Resolution Authorizing Debt Service Estimate” to be provided to the County regarding a portion of the $1,275,000,000 remaining authorized Los Angeles Community College District 2008 Election General Obligation Bonds in an amount not to exceed $325,000,000 during the period August 2015-December 2016. This resolution is necessary so that the Los Angeles County can calculate an estimated tax rate for fiscal year 2015-2016.

Background: The adoption of the resolution by the Board of Trustees directs staff to provide data to the County regarding the possibility that the District will issue more of its Measure J authorization during 2015-2016. This resolution does not authorize the actual sale or issuance of general obligation bonds at this time.
RESOLUTION REQUESTING BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO ESTABLISH TAX RATE FOR BONDS OF LOS ANGELES COMMUNITY COLLEGE DISTRICT EXPECTED TO BE SOLD DURING FISCAL YEAR 2015-16, AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH

WHEREAS, this Board of Trustees (the “Board”) of the Los Angeles Community College District (the “District”), located in Los Angeles County (the “County”), California, is authorized to, and intends to, issue a series of its bonds for purposes authorized by the voters of the District on November 4, 2008 (“Measure J”);

WHEREAS, the Board of Supervisors of the County is required to take action approving a tax rate for payment of indebtedness of the District during Fiscal Year 2015-16, and it is the responsibility of the Auditor-Controller of the County to calculate the several tax rates for the Board of Supervisors’ action thereon;

WHEREAS, this Board has determined that it is not possible or advisable to sell the District’s bonds in time to permit the Auditor-Controller, or other appropriate County official, of the County to calculate the tax rates necessary to pay debt service on such bonds in order that such tax rates may be reflected on 2015-2016 property tax bills of taxpayers in the District;

WHEREAS, the Education Code of the State of California provides that the Board of Supervisors of each county shall annually, at the time of making the levy of taxes for county purposes, estimate the amount of money required to meet the payment of the principal of and interest on the bonds authorized by the electors of the District and not sold, and which the Board of Trustees of the District informs the Board of Supervisors in their belief will be sold before the next tax levy, and further provides that said Board of Supervisors shall levy a tax sufficient to pay the principal and interest so estimated; and

WHEREAS, this Board deems it necessary and desirable to issue a series of the District’s bonds during Fiscal Year 2015-16, as authorized by the Government Code, and that the County levy a tax for payment on debt service estimated to come due on such bonds during Fiscal Year 2015-16, and believes that said bonds will be sold during said Fiscal Year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF LOS ANGELES COMMUNITY COLLEGE DISTRICT:

Section 1. Recitals. All of the above recitals are correct.

Section 2. Estimate of Tax Levy. The Chancellor or the Chief Financial Officer/Treasurer of the District or such other officer of the District as either authorized officer may designate (each, an “Authorized District Representative”), are hereby authorized and directed to prepare, or cause KNN Public Finance, a financial advisor to the District, to prepare, an estimate of all payments of principal and interest which shall become due on a series of bonds of the District
expected to be sold prior to the making of the tax levy for Fiscal Year 2015-16, and to cause the debt service schedule so prepared to be provided to the Board of Supervisors and the Auditor-Controller of the County and to any other officers of the County responsible for preparing the tax levy for bonds of the District and for levying said tax. The District estimates that the sale of its next series of bonds shall be in an estimated amount of $325 million, an amount within the District's authorized but unissued bond allowance, and are expected to be issued during Fiscal Year 2015-16.

Section 3. Request to County to Levy Tax. The Board of Supervisors of the County is hereby requested, in accordance with Education Code Section 15252-15254, to adopt a tax rate for bonds of the District expected to be sold during Fiscal Year 2015-2016, based upon the estimated debt service schedule prepared by officers of the District, and to levy a tax in Fiscal Year 2015-16 on all taxable property in the District sufficient to pay said estimated debt service. The proceeds of such tax shall be deposited into the debt service fund of the District established pursuant to the Education Code for bonds of the District.

Section 4: Application of Tax Proceeds. In the event that the bonds of the District are not sold during Fiscal Year 2015-16, or sold in such amount and on such terms that the proceeds of the tax requested in Section 3 hereof, or any portion thereof, are not required for payment of debt service due on the bonds, this Board hereby requests that the Auditor-Controller, or other appropriate official of the County cause the remaining proceeds of the tax to be held in the debt service fund and applied to debt service on outstanding bonds of the District coming due in Fiscal Year 2015-16.

Section 5. Filing of Resolution. The Secretary of this Board is hereby authorized and directed to file forthwith a certified copy of this Resolution with the Clerk of the Board of Supervisors of the County, and to cause copies of this Resolution to be delivered to the Auditor-Controller and the Treasurer-Tax Collector of the County.

Section 6. Further Authorization. The President of this Board, the Secretary of this Board, or any Authorized District Representative, shall be and they are hereby authorized and directed to take such additional actions consistent with the intent of this Resolution in connection with the sale of the bonds of the District, which any of them deem necessary and desirable to accomplish the purpose hereof.
Section 7.  **Effective Date.** This resolution shall take effect from and after its adoption.

PASSED AND ADOPTED this 24th day of June, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

______________________________
President of the Board of Trustees of the
Los Angeles Community College District

Attest:

______________________________
Secretary of the Board of Trustees of the
Los Angeles Community College District
Subject: RATIFY BUSINESS SERVICES ACTIONS

In accordance with the California Education Code and Los Angeles Community College District Board Rules, the following routine transactions are reported for ratifications:

A. SERVICE AGREEMENTS

4500214298 Educational Services Center. Agreement with Los Angeles County Office of Education to provide courier pickup and delivery of financial statements, reports, administrative notices and correspondence for the Offices of the Chancellor and The Chief Financial Officer during the period, July 1, 2015 to June 30, 2016, inclusive. Total cost: $2,800.

4500214391 Educational Services Center and Valley. Agreement with College Braintrust Consulting to review the administrative and financial management of Los Angeles Valley College and provide policy recommendations, technical assistance, and information to the executive management at the College and to the Chancellor, on financial and select business management issues needing attention, evaluation, resolution, and decisions, during the period April 13, 2015 to July 31, 2015, inclusive. Total cost: $21,200.

4500214396 Educational Services Center. Agreement with John Antunez Leyba to assist and support the Board of Trustees in the 2015 annual evaluation of the Chancellor during the period May 11, 2015 to July 30, 2015, inclusive. Total cost: $18,500.

Total Cost of Section A: $42,500

Recommended by: ________________ Approved by: ________________
Adriana D. Barrera, Deputy Chancellor Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By: _____________________________ Date: _____________________________

Eng: _____________________________ Field: _____________________________
Fong: _____________________________ Moreno: _____________________________
Ves: _____________________________ Vacant: _____________________________

Student Trustee Advisory Vote
B. SPECIAL GRANT FUNDED AGREEMENT

4500214417 Districtwide. Agreement with the County of Los Angeles, Department of Public Social Services, for that agency to fund the Community College CalWORKs Program, with services to an expected 6,000 college-enrolled CalWORKs Program participants, providing college progress reports of academic activities, and completion of certificates and degrees; monthly management reports indicating new program enrollees as well as students completing or exiting the program; under the auspices of the CalWORKs Program of the Educational Programs and institutional Effectiveness Division during the period July 1, 2015 to June 30, 2018, inclusive, at a maximum annual income of $1,379,696. Total income: $4,139,088.

Total Income of Section B: $4,139,088
Subject: APPROVE BUSINESS SERVICES ACTIONS

I. AUTHORIZE INDEPENDENT FINANCIAL AUDIT SERVICES AGREEMENT

Authorize agreement with KPMG LLP to perform the annual financial audits of the District for Proposition A, Proposition AA and Measure J Bond programs for Fiscal years 2014-2015, 2016-2017, 2017-2018 with the option to extend the agreement for two additional one-year terms. Annual cost not to exceed $145,000 for the 3-year agreement.

Background: The audit of Proposition A, Proposition AA and measure J Bond Programs is required by the California Constitution Article 13A and Education Code 15278 and will reported to the Board of Trustees. These agreements are being awarded pursuant to the result of a Request For Proposal (RFP) process. The Notice Inviting Proposals was published for two weeks and posted on the District's website. Four responsive proposals were received. A committee comprised of representatives from both the Educational Services Center and the colleges was constituted for the selection of a vendor to provide these services. Using the methodology in the RFP wherein the proposals were evaluated against various factors with relative weights, the proposal submitted by KPMG LLP received the highest aggregate final rating. Funding is through Proposition A, Proposition AA and Measure J Bond Accounts.
Subject: APPROVE FACILITIES PLANNING AND DEVELOPMENT ROUTINE REPORT

AUTHORIZE CONSTRUCTION CONTRACTS

A. Action

Authorize a contract with Angeles Contractor Inc. to provide general construction services for the Communications Building Flooring Replacement project at Los Angeles City College at a cost of $590,000. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.

Background

This contract is the result of formal competitive bidding. Two (2) contractors requested bid packets. Two (2) responsive bids were received ranging from $590,000 to $597,450. This construction contract is for the replacement of flooring in the Communications Building at Los Angeles City College.

Funding

Funding is through 2014/15 Scheduled Maintenance and Deferred Maintenance Funds, Non-Bond project.

B. Action

Authorize a contract with Climatec LLC to provide general construction services for the Replace Tech Building HVAC Controls project at Los Angeles Harbor College at a cost of $238,200. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.

Background

This contract is the result of formal competitive bidding. Six (6) contractors requested bid packets. One (1) responsive bid was received for $238,200. This construction contract is for replacement of energy management controls. This is an Energy Savings Project.

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By: __________________________ Date: __________________________
Funding

Funding is through 2014-2015 Scheduled Maintenance Funds. Non-Bond project.

C. Action

Authorize a contract with Compactor Rental Service to provide general construction services for the Replace Trash Compactors project at Los Angeles Harbor College at a cost of $93,937. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed to ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.

Background

This contract is the result of formal competitive bidding. Four (4) contractors requested bid packets. Two (2) responsive bids were received ranging from $93,937 to $93,955. This construction contract is for the placement, installation, and startup of a trash compactor needed for items that are being discarded.

Funding

Funding is through 2014-2015 Scheduled Maintenance Funds. Non-Bond project.
SUBJECT: ADOPT RESOLUTION AUTHORIZING IMPLEMENTATION OF DESIGN-BUILD SYSTEM OF PROJECT DELIVERY FOR THE HARBOR TEACHER PREPARATION ACADEMY PROJECT AT LOS ANGELES HARBOR COLLEGE; RATIFYING REQUEST FOR QUALIFICATIONS AND PROPOSAL PROCESS; AND AUTHORIZING THE AWARD OF A DESIGN-BUILD AGREEMENT

Action

Adopt a resolution (Attachment 1) for the Harbor Teacher Preparation Academy (HTPA) project at Los Angeles Harbor College that:

1. Ratifies implementation of the Design-Build system of project delivery;
2. Ratifies the Request for Qualifications and Proposals process (Procurement Number CS-014-15-H-RFP) conducted by staff;
3. Authorizes the award of the Design-Build Agreement to the single Design-Build Entity ("DBE") Harper Construction Company, Inc.;
4. Authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive, to enter into said Design-Build Agreement for an amount for this Project not to exceed $22,996,969; and
5. If the aggregate cost for this Project does exceed the foregoing authorized amount, Staff shall bring the item, and/or the affected part thereof, back to the Board for review, consideration, and/or further action.

Background

I. Project Description

The following is descriptive only, not all inclusive, of the work and services to be performed.

The LAUSD has operated the existing Harbor Teacher Preparation Academy ("HTPA") in temporary facilities on the Harbor College campus for more than ten (10) years. The temporary facilities occupy nine temporary classrooms (also known as the LAUSD Bungalows, which are located south of the Technology building, east of the parking lot, north of the Football Field and west of the existing Physical Education building and the proposed PE/Wellness building. The school is one of the highest performing in the LAUSD. Pursuant to a Development Agreement between the LAUSD and the LACCD that was approved by the Board of Trustees on March 12, 2014 (Com. No. FPD4), a new permanent location of the HTPA will be developed on the campus of LAHC near the current location of the Bungalows.
The permanent HTPA facility to be developed under this proposed Design-Build Agreement will be a new 38,540 square foot facility that will include spaces for the performing arts, physical education and athletics, general classrooms, and chemistry labs along with a library and media center, and a multipurpose room with a half basketball court. This construction project will be developed and administered by the Program Management Office at Build-LACCD utilizing Los Angeles Unified School District (LAUSD) standards/specifications as well as exterior aesthetic guidelines established by the Facilities Master Plan for LAHC.

In addition to the construction of the new HTPA facility, the scope of work for this proposed Design-Build agreement will include, without limitation, the following: demolition of certain existing structures; removal of the existing College Project Team (CPT) trailers for LAHC; removal of existing non-leased HTPA trailers; and the cutting/capping of associated utilities.

The new HTPA facility will utilize electricity, gas, and water utilities that are provided to the college campus but will be separately sub-metered. Movable furniture, fixtures, and equipment (FF&E) such as chairs, tables, desks, copy machines, printers and computers will be supplied by LAUSD. It is noted that the DBE Contractor shall be required to coordinate the design with LAUSD FF&E specifications and requirements.

The existing modular HTPA campus is located at the north portion of the project site and will be in operation during construction of the new HTPA facility.

Funding is entirely through the Los Angeles Unified School District. No LACCD funds shall be used in the design or construction of the project.

II. Design-Build Delivery Method – Staff Recommendations:

A. District’s Prior Adoption and Recognition of the Design-Build Delivery Method.

The Design-Build delivery method was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a delivery option District-wide.

Education Code sections 81700 et seq. specifically authorize community college districts to utilize the Design-Build delivery method as a safe and cost efficient alternative to competitive bidding because the Legislature has determined that it can produce accelerated completion of projects, provide for cost containment, reduce construction complexity, and reduce exposure to risk for community college districts. The Legislature has also determined that the cost-effective benefits to community college districts are achieved by shifting the liability and risk for cost containment and project completion to the design-build entity.

The foregoing Code sections also: A) recognize and permit that the full scope of design, construction, and equipment awarded to a design-build entity under the applicable Code sections can be authorized in a single funding phase and that a community college district can award design-build contracts on a “best value” (qualitative selection) basis; and B) require that the governing board of a community college district makes written findings that use of the design-build process will accomplish one of the following objectives: (i) reduce comparable project costs; (ii) expedite the project’s completion, or (iii) provide features not achievable through the traditional design-bid-build method.
B. District's Evaluation and Written Findings regarding the Statutory Requirements to Use the Design-Build Delivery Method for the Subject Project.

Staff has reviewed these objectives and concluded that the design-build delivery method should be used for this procurement because it will: A) expedite the project's completion; and provide features not achievable through the traditional design-bid-build method including cost containment, B) reduce construction complexity, and C) reduce exposure to risk for the District for the reasons expressed in Lead Construction Counsel's Memorandum which accompanies this Report.

C. Pre-Qualification Process for Design-Build Entities and Award of the Design-Build Agreement

Staff has conducted a pre-qualification process, using the District's established Pre-Qualification Process, as permitted by the applicable code sections, and then solicited pricing proposals from those Pre-Qualified design-build entities for this procurement seeking the "best value" proposal for the procurement.

Utilizing the foregoing processes, Staff has identified a proposed awardee for this procurement as listed herein below, which in Staff's opinion will provide the best value to the District for the reasons stated above and below.

The applicable code sections also require the District's governing Board to issue a written decision supporting its award and stating in detail the basis of the award as set forth in the proposed Resolution (Attachment 1). By way of adoption of the proposed Resolution, the Board will announce its award by: (1) identifying the successful Design-Build Entity; stating the winning DBE's price proposal amount, and stating its overall combined rating on the request for proposal evaluation factors. The Resolution shall also include the Board's ranking in relation to all other responsive proposers and their respective price proposals and a summary of the District's rationale for the award.

The successful DBE is: Harper Construction Company, Inc.

The DBE's Lump Sum Price proposal amount is $22,996,969 as compared to the pricing from the other two proposers which was: $19,650,000; and $27,324,464.

The DBE's overall combined rating on the request for proposal evaluation factors out of a possible score of 850 maximum points is: 744, versus the other two proposers with scores of 702 and 647, respectively.

The written findings summarized above and as set forth in and in Lead Construction Counsel's Memorandum which accompanies this Report form the basis for Staff's recommendations found herein below. Further particulars are set forth in the proposed Resolution (Attachment 1) and should be considered by the Board to be recommendations of Staff as if set forth at length hereat.
III. **Award – Staff Recommendations:**

Staff recommends that the Board adopt a resolution (Attachment 1) for use of the Design-Build delivery method for this project at Harbor College; ratify Staff’s conduct regarding the procurement process; award the Design-Build Contracts described herein above; and take such further action as is set forth in the proposed Resolution (Attachment 1).
RESOLUTION AUTHORIZING IMPLEMENTATION OF DESIGN-BUILD SYSTEM OF PROJECT DELIVERY FOR THE HARBOR TEACHER PREPARATION ACADEMY PROJECT AT LOS ANGELES HARBOR COLLEGE; RATIFYING REQUEST FOR QUALIFICATIONS AND PROPOSAL PROCESS; AND AUTHORIZING THE AWARD OF A DESIGN-BUILD AGREEMENT

WHEREAS, The Los Angeles Community College District, under Education Code Section 81700, et seq., may utilize a design-build project delivery method on capital projects; and

WHEREAS, The Design-Build delivery method was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a delivery option District-wide; and

WHEREAS, The District intends to build a Project at Los Angeles Harbor College commonly referred to as the Harbor Teacher Preparation Academy (“HTPA”), using the Design-Build delivery method (hereinafter the “Project”); and

WHEREAS, The Project has a projected budget of $23,495,810 which is in excess of the minimum amount required by applicable law for use of the Design-Build delivery method under Education Code Section 81700, et seq.; and

WHEREAS, Staff has reviewed the requisite statutory objectives and determined that use of the Design-Build process will:

(A) expedite the project’s completion because using the design-bid-build delivery method (i.e., lowest competitive bid) the project would take approximately 48 months to complete versus using the Design-Build method which will take only approximately 36 months, a savings of 12 months. It is critical, for the reasons stated in Staff’s Report, that the project be completed as soon as possible because the completion needs to meet the Project completion requirement of 46 months set forth in the LACCD/LAUSD Development Agreement from project inception to completion, including programming; and

(B) use of the Design-Build method here will result in cost containment; reduced construction complexity; and/or reduced exposure to risk for the reasons stated in Staff’s Report and the Memorandum from Lead Construction Counsel; and

WHEREAS, Staff has conducted a pre-qualification process, using the District’s established Pre-Qualification Process, as permitted by the applicable code sections, and then solicited pricing proposals from those Pre-Qualified design-build entities for this procurement seeking the “best value” proposal for the procurement; and

WHEREAS, In utilizing the foregoing processes, Staff has identified a proposed awardee for this procurement as listed below, which in its opinion will provide the best value to the District for the reasons stated above; and

WHEREAS, Education Code Section 81700, et seq. requires the Board to issue a decision supporting its award and stating in detail the basis of the award which: (i) identifies the successful Design-Build Entity; (ii) the winning DBE’s price proposal; (iii) its overall combined rating on the request for proposal evaluation factors; (iv) the Board’s ranking in relation to all other responsive proposers and their respective price proposals; and (v) a summary of the District’s rationale for the award; and
WHEREAS, The Request for Qualifications and Proposal Process required the Pre-Qualified Design-Build Entities to submit: a lump sum amount for design and construction of the Project; and

WHEREAS, Staff has made the following determinations: (i) the successful Design-Build Entity (DBE) being proposed is Harper Construction Company, Inc.; (ii) the winning DBE's price proposal is $22,996,969; (iii) the successful DBE's overall combined rating on the Request for Proposal evaluation factors is 744 points out of a possible 850 points; (iv) the ranking in relation to all other responsive proposers and their respective price proposals is first out of three with the other proposers ranking on points being 702 points out of 850 points and 647 points out of 850 points, respectively, with the other proposers' pricing being $19,650,000 and $27,324,464, respectively; and (v) the District's rationale for the award to the successful DBE is that Harper Construction Company, Inc. will provide the best value to the District; and

WHEREAS, The results achieved are consistent with, or exceed the experience of the industry with regard to cost and schedule savings, and shifing of the risk of loss regarding the Project's design, achieved by using Design-Build methodology versus design-bid-build methodology; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby finds that it is in the best interests of the District to utilize Design-Build project delivery for the for the HTPA Project at Los Angeles Harbor College and; be it further

RESOLVED, That the Board adopts as the Board's own findings, Staff's findings regarding why the Design-Build delivery method should be used for this Project, and hereby finds that the use of the design-build process will (i) expedite the project's completion, and (ii) provide features not achievable through the traditional design-bid-build method, to wit (a) ensure cost containment; (b) reduce construction complexity; and/or (c) reduce exposure of risk to the District, all for the reasons stated in Staff's Report and the Memorandum from Lead Construction Counsel which are incorporated herein as if set forth at length hereat; and; be it further

RESOLVED, The Board ratifies Staff's use of the Request for Qualifications and Proposal process for this procurement which has identified a Design-Build Entity using a "best value" selection method for the reasons stated above which the Board hereby adopts as its findings; and; be it further

RESOLVED, The Board hereby authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive, to enter into a Design-Build Contract with Harper Construction Company, Inc. for the HTPA Project at Los Angeles Harbor College based on the terms, conditions and provisions set forth in the Request for Qualifications and Proposal process for this procurement.

RESOLVED The Board hereby authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive, to enter into said Design-Build Agreement for an amount for this Project not to exceed $22,996,969; and be it further

RESOLVED That if the aggregate cost of this Project does exceed the foregoing authorized amount, Staff shall bring the item, and/or the affected part thereof, back to the Board for review, consideration, and/or further action.
IN WITNESS, of the passage of the foregoing resolution, as prescribed by law, we, the members of said Board of Trustees, present and voting thereon, have hereunto set our hands this 24th day of June 2015.

Member, Board of Trustees

Member, Board of Trustees

Member, Board of Trustees

Member, Board of Trustees

Member, Board of Trustees

President, Board of Trustees
Subject: ADOPT RESOLUTION RATIFYING STAFF’S ISSUANCE OF A REQUEST FOR QUALIFICATIONS AND PROPOSALS UNDER EDUCATION CODE SECTION 81335 FOR THE VALLEY ACADEMIC AND CULTURAL CENTER PROJECT AT LOS ANGELES VALLEY COLLEGE; AND AUTHORIZING THE AWARD OF THE SITE LEASE, FACILITIES LEASE AND RELATED PRE-CONSTRUCTION AND CONSTRUCTION SERVICES AGREEMENT

Action

Adopt a Resolution (Attachment 1) that:

a) Ratifies Staff’s issuance of a Request for Qualifications and Proposals (RFQ/P), using the Lease Lease-Back project delivery method under Education Code Section 81335, and other applicable laws, seeking proposals from general contractors, licensed and in good standing with the state of California,

b) Authorizes the award of a Site Lease, Facilities Lease, and related Pre-Construction/Construction Services Agreement to perform pre-construction and construction services for the project commonly known as the Valley Academic And Cultural Center Project situated on the campus of Los Angeles Valley College, located at 5800 Fulton Street, Valley Glen, California 91401;

c) Authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive, to enter into said Agreements with Pinner Construction Company for the following amounts: (1) a Lump Sum Amount for Pre-Construction Services of $67,000; (2) a Lump Sum Amount for General Conditions during Construction of $4,693,331; (3) a Contractors Fee in the amount of $3,146,000 based upon the proposed Guaranteed Maximum Price accepted by the District once submitted after the proposed Guaranteed Maximum Price is established through the open-book bidding process of the Subcontractor trade packages; and (4) an aggregate Guaranteed Maximum Price for construction services not to exceed the projected construction budget of $67,000,000. The projected construction budget of $67,000,000 includes the following Allowances: (i) Groundbreaking Event $2,000; (ii) Ribbon Cutting Ceremony $4,000; (iii) Dedication Plaque $2,500; and (iv) Partnering Sessions $20,000. The projected construction budget also contains a reasonable Owner Controlled Contractor Contingency to be negotiated at the time the Guaranteed Maximum Price is submitted for acceptance by the District. Any funds remaining in the Allowances and/or Contingency at completion will be returned 100% to the District. If the aggregate cost for the construction services portion of the Project does exceed $67,000,000, Staff shall bring the item, and/or the affected part thereof, back to the Board for review, consideration, and/or further action;

Recommended by: Adriana D. Barrera, Deputy Chancellor  
Approved by: Francisco C. Rodriguez, Chancellor
Board of Trustees
Los Angeles Community College District

The period of performance begins on July 24, 2015 for the Pre-Construction Services period which will take place over ninety (90) days from the issuance of the Pre-Construction Notice to Proceed, including Division of the State Architect approval. Following the issuance of a Construction Notice to Proceed, the Construction period of performance will be seven hundred twenty (720) Days. The Project pertains to improvements of real property which the District’s governing Board has determined are necessary for the proper operation and function of the campus.

Background

Based on input from the Program Management Office (PMO) and Lead Construction Counsel, it has been determined that it is in the best interests of the District to award a contract for construction of the Project using the Lease Lease-Back delivery Method (LLB) as authorized by Education Code section 81335, and other applicable laws, and that use of this method has resulted in a well-qualified contractor being identified at a competitive price, thereby providing the District with the best value.

Staff has also determined, with the input of the PMO and Lead Construction Counsel, that: (1) the District has available funds on hand that have been designated from local bond funds to construct the Project and make the lease payments described in the Facilities Lease for such improvements; (2) the award of contracts for construction of the Project is authorized by Education Code section 81335 and other applicable law; (3) that using the authority provided for in Education Code section 81335 will result in the most qualified contractor being hired for the Project at a competitive price because of the flexibility in selecting a contractor provided for under Education Code section 81335; and (4) proceeding in this manner has been in the best interests of the District, the citizens residing within the District, and will not increase the tax rate of such citizens by proceeding in this manner.

Project Description – Valley Academic and Cultural Center – Project Numbers: 8V.5801.02; 08V.6801.02; 38V5801.02; and 38V.5838.02

The scope of work for the Project includes, without limitation:

The construction of a new concrete and steel Theater and Classroom Building approximately one hundred eighteen thousand (118,000) gross square feet with two (2) stories and a partial basement. The building will house a four hundred thirty (430) seat main stage theater, a one hundred forty three (143) seat horseshoe theater, a two hundred twenty one (221) seat screening theater, a lab theater, and teaching facilities available to a variety of college departments. The exterior improvements include an outdoor amphitheater, hardscape and landscape. The building design will be reinforced concrete construction, metal stud framed partitions, structural steel, metal deck/concrete fill, wet standpipe fire protection, theater production lighting and rigging, campus heat/cool system will feed buildings fan coil and variable air volume boxes.

Pre-Construction Services: Contractor in collaboration with College Project Team (CPT), Architect of Record (AOR) and other District Representatives will engage in these activities during the Pre-Construction Phase, along with key sub-contractors (as determined by the Contractor) to:

(i) Review, comment and provide recommendations regarding plans, technical specifications, Storm Water Pollution Prevention Plan, Governmental submissions; and other documents as requested by the District:
Develop value engineering and/or constructability review opportunities during the Pre-Construction Services portion of the Project as requested by the District. The District, in its sole judgment and determination, will determine whether to incorporate such value engineering and/or constructability review concepts, recommendations, and/or proposed solutions; evaluations and reviews shall not involve ADA, Fire Life Safety, or Structural, aspects of the original design unless it is suspected that the original design is non-code-compliant and District authorizes same.

Attend meetings with the District and others as the District may require for performing and completing the Pre-Construction Services portion of the Project, including Project meetings and meetings with governmental, quasi-governmental, and other authorities with jurisdiction over the Project. Project meetings will be scheduled by District and are expected to be semi-monthly or more frequently during the Pre-Construction Services portion of the Project, services will also include meetings with District's Design Consultant, College Program Team (CPT) Representatives, District technical staff, College representatives, and other District related parties, on construction scope, technical, programmatic, schedule, and any other issues;

Participate in working sessions with design team and CPT to review and discuss work product and comments from all sides;

Upon DSA approval, prepare a preliminary Guaranteed Maximum Price ("GMP") estimate and proposed Project Construction Schedule within the stated Project Budget and Project duration for construction;

Upon District approval of the preliminary GMP estimate and proposed Project Construction Schedule, prepare Sub-Trade Bid/Proposal Packages for the Project that will best suit the Project needs, including the need to establish a proposed GMP that is within the District's Project Budget;

When Contractor has finished compiling such Sub-Trade Bid Packages, Contractor will meet with District, CPT Representatives, and other District's Representatives to present such Sub-Trade Bid Packages to them and obtain their approval thereon. If it is mutually agreed that said Sub-Trade Bid Packages should be changed or altered, Contractor will do so. Contractor shall also indicate which Sub-Trade scopes of Work, if any, Contractor will propose to self-perform;

Contractor shall identify and evaluate potential bidders for each Sub-Trade Bid Package, including providing interpretations and clarifications of the Drawings and Specifications in appropriate written form. Contractor shall conduct pre-bid conferences, and tours with potential bidders/proposers;

Contractor shall prepare the following documents, subject to District approval (Invitation to Bid/Propose; Instructions to Bidders/Proposers; Proposal/Bid Format; Subcontract Agreements; and other documents deemed necessary by the Contractor and/or the District); Coordinate these "front end" documents with the approved Construction Documents, specifications, information developed during the performance of the Pre-Construction Services, and bid alternates, into complete Sub-Trade Bid Packages so that a complete turn-key Project can be constructed;

Prepare any required Addenda to the Sub-Trade Bid Packages;
(xi) Conduct with District’s Representatives the pre-bid/proposal conference and walk-through, if required, including giving a technical narrative of the Project scope; Prepare written answers to questions, addenda, interpretations, and clarifications in a timely manner;

(xii) Upon receipt of the bids/proposals on the Sub-Trade Packages, provide the District with a written analysis and recommendation of the bids/proposals and any alternatives, exclusions, included in each bid/proposal;

(xiii) Resolve any and all bid/proposal exclusions;

(xiv) Conduct negotiations with bidders/proposers, if needed; Investigate, review, vet, advise and recommend for acceptance or rejection any substitution of materials and products where requested or required by the terms of the specifications during the bid-ding/proposal process;

(xv) If required by the District, after competitive bids/proposals based on the Construction Documents have been received, and in the event the proposed GMP exceeds the District’s Project Budget, Contractor will assist the AOR to revise the Construction Documents in a manner that will permit the securing of new bids/proposals that do not exceed the cost limitations of the Project Budget. All such revisions are subject to District approval;

(xvi) The taking of bids/proposals for the Sub-Trade Bid Packages will be performed on an “Open Book” basis and the Contractor shall provide to the District’s Representatives copies of all Sub-Trade bids/proposals together with all backup to review, evaluate and vet same to District’s own satisfaction. A minimum of three bids/proposals for each Sub-Trade Bid Package is required, as well as three bids/proposals for each scope of work that the Contractor would like to self-perform. District reserves the right to reject any proposed subcontractor and/or subcontractor bid/proposal at any time and/or to require the Contractor to use another subcontractor acceptable to the District;

(xvii) Contractor shall prepare, in a Schedule of Values format, consistent with the Sub-Trade Packages for which bids/proposals were received, a breakdown showing the cost for each Sub-Trade Package and the proposed subcontractor therefore, the cost for each scope of work the Contractor would like to self-perform, the Contractor’s General Conditions cost, markup for overhead and profit (“Fee”), a reasonable contingency, allowances, costs of insurance, bonds, etc., all of which shall total up to a proposed GMP within the Project Budget so that District can determine, evaluate, vet and understand precisely how the proposed GMP was arrived at;

(xviii) Contractor shall submit with the proposed GMP a list of Designated Subcontractors per the Public Contract Code’s Subcontractor Listing Law;

(xix) Contractor shall submit with the GMP a proposed as-planned Construction Schedule based upon construction means, methods, and sequencing developed by the Contractor;

(xx) Should the GMP not be within the Project Budget, or the Contractor and District cannot agree on how to achieve that, or the District does not have additional funds to increase the Project Budget to an amount sufficient to equal the proposed GMP, then District and Contractor agree that the Agreement and Leases may, in the District’s discretion, be terminated at that time. Contractor
shall be paid for the services provided up through that time as stated below, and the parties agree to waive any and all compensatory and/or consequential damages against one another that may stem from such termination. Should the proposed GMP be within the Project Budget, or if not and the Contractor and District agree on how to achieve that, or if the District finds additional funds to increase the Project Budget to an amount sufficient to equal the proposed GMP, then District shall have the option of accepting the proposed GMP. If the District does not accept the proposed GMP, the Agreement and the Leases shall be terminated at that time. Contractor shall be paid for the services provided up through that time as stated below, and the parties agree to waive any and all compensatory and/or consequential damages against one another that may stem from such termination. If the Agreement is terminated for any of the above reasons during the performance of Pre-Construction Services or at the end of the performance of Pre-Construction services and before a NTP to begin Construction is issued, Contractor shall be paid any funds then outstanding, due and owing, less any withholds permitted by the Agreement and/or Applicable Law, plus a sum equal to five percent (5%) of the total net amount thereof. The Parties agree that the payment of this additional five percent (5%) is sufficient and good consideration to compensate Contractor for any and all damage, loss, cost and expense, of any and all kind whatsoever, and the parties also agree to waive any and all compensatory and/or consequential damages against one another that may stem from such termination. If however the District accepts the proposed GMP, and if the Contractor provides all other Contract Documents required before the start of construction as set forth in the Contract Documents, District will then issue a Notice to Proceed with Construction.

Selection Process:

The selected contractor is proposed as the result of a competitive Request for Qualifications/Proposals process. Eight (8) responses to the RFQ were received. Eight (8) applicant RFQ submissions were identified as responsive and four (4) were deemed qualified Finalists and received the RFP. There were three (3) proposals submitted by the Finalists which were scored by the Project Evaluation Committee comprised of the District Special Projects Consultant, the Regional Program Liaison, the College Project Director and the College Vice President of Administration. A best-value process was used and involved the evaluation of price, construction management plan, Community Economic Development plan, safety record, presentation, past project experience and key personnel.

The Resolution (Attachment 1) contains further details which should be considered as part of Com. No. FPD3 - Staff’s Report and Recommendation to the Board – and which is incorporated herein as if set forth at length hereat.

Award History

This agreement represents the fifth awarded to this company through the Bond program and a cumulative original award total of $117,849,779.

Funding and Development Phase

Funding is through Measure J funds. Valley Academic and Cultural Center 8V.5801.02, 08V.6801.02, 38V5801.02, and 38V.5838.02.
Attachment 1 to Com. No. FPD3

SUBJECT: RESOLUTION RATIFYING STAFF’S ISSUANCE OF A REQUEST FOR QUALIFICATIONS AND PROPOSALS UNDER EDUCATION CODE SECTION 81335 FOR THE VALLEY ACADEMIC AND CULTURAL CENTER PROJECT AT LOS ANGELES VALLEY COLLEGE; AND AUTHORIZING THE AWARD OF SITE LEASE, FACILITIES LEASE AND RELATED PRE-CONSTRUCTION AND CONSTRUCTION SERVICES AGREEMENT

WHEREAS, the Board of Trustees of the Los Angeles Community College District ("District") currently owns, previously acquired, and/or has held for some time in a manner required by law, a fee simple interest the real property and improvements thereon commonly referred to as Los Angeles Valley College at 5800 Fulton Street, Valley Glen, California 91401.

WHEREAS, the District has determined that it is necessary to perform pre-construction and construction services for the project commonly known as the Valley Academic and Cultural Center project ("VACC Project"), which includes the new construction of the Valley Academic and Cultural Center and related improvements;

WHEREAS, the necessary Pre-Construction Services and Construction Services for the VACC Project are set forth in Com. No. FPD3 Staff’s Report and Recommendation on this matter, and are further described in the Pre-Construction and Construction Services Agreement incorporated herewith by reference;

WHEREAS, if the Board report and resolution are approved and a Site Lease, Facilities Lease and pre-Construction and Construction Services Agreement are awarded for the project, pre-construction services will commence;

WHEREAS, the District has and/or will secure all necessary governmental approvals for the construction of the Project;

WHEREAS, the District has determined, with the input of District Staff, consultants, and Lead Construction Counsel that: (1) the District has available funds on hand that have been designated from local bond funds to construct the Project and make the lease payments described in the Facilities Lease incorporated herewith by reference for such improvements; (2) awarding a contract for construction of the Project is authorized by Education Code section 81335, and other applicable law; (3) that using the authority provided for in Education Code section 81335, and other applicable law has resulted in a well-qualified contractor being hired for the Project in question at a competitive price because of the flexibility in selecting a contractor provided for under Education Code section 81335; (4) proceeding as Staff has done is in the best interests of the District and the citizens residing within the District; (5) the construction services to be performed are necessary for the proper operation and function of the Sites and that when completed will constitute permanent improvements on and to the Sites, and (6) the entering into the Site Lease, Facilities Lease, and related Pre-Construction and Construction Services Agreement will not affect an increase in the applicable maximum tax rate of the District;

WHEREAS, the District has identified a well-qualified contractor, Pinner Construction Company, to enter into the Site Lease, Facilities Lease, and related Pre-Construction and Construction Services Agreement with the District for the Project, and that Pinner Construction Company, is a general contractor, licensed and in good standing with the state of California, who has agreed to perform the services and make the improvements needed on and to the Site and, if applicable, the facilities currently located thereon, pursuant to the District’s authority under Education Code section 81335, and other applicable law, with the result being that full and clear fee simple title to the Site and all improvements thereon shall vest immediately in the District without any further action at the expiration of the terms of the Leases, or sooner as may be provided in the Lease Agreements;
WHEREAS, under the Site Lease, the District has leased a portion of the site to the general contractor, for a minimum rental amount not less than One Dollar ($1) per year and for a period of time not to exceed seven hundred twenty (720) days;

WHEREAS, under the Facilities Lease and Pre-Construction and Construction Services Agreement, the District will pay to the general contractor the following amounts: (1) a Lump Sum Amount for Pre-Construction Services of $67,000; (2) a Lump Sum Amount for General Conditions during Construction of $4,643,331; (3) a Contractors Fee in the Lump Sum Amount $3,146,000 based upon the proposed Guaranteed Maximum Price accepted by the District once submitted after the proposed Guaranteed Maximum Price is established through the open-book bidding process of the Subcontractor trade packages; and (4) an aggregate Guaranteed Maximum Price for construction services not to exceed the projected construction budget of $67,000,000. The projected construction budget of $67,000,000 includes the following Allowances: (i) Groundbreaking Event $2,000; (ii) Ribbon Cutting Ceremony $4,000; (iii) Dedication Plaque $2,500; and (iv) Partnering Sessions $20,000, to perform all of the terms, conditions and provisions contained therein. The projected construction budget also contains a reasonable Owner Controlled Contractor Contingency to be negotiated at the time the Guaranteed Maximum Price is submitted for acceptance by the District. Any funds remaining in the Allowances and/or Contingency at completion will be returned 100% to the District. If the aggregate cost for the construction services portion of the Project does exceed $67,000,000, Staff shall bring the item, and/or the affected part thereof, back to the Board for review, consideration, and/or further action;

WHEREAS, notwithstanding all of the foregoing, the District also recognizes the need of the District, District employees, and/or students, to use certain portions of the Site and facilities being leased, and/or the existing facilities thereon, and as such the Leases shall and do provide for such access and uses during the terms of the Leases;

WHEREAS, the District has determined that District Staff, specifically the Chief Facilities Executive, is in the best position to determine what other terms and conditions are in the best interest of the District regarding said Leases and other agreements;

THEREFORE, BE IT NOW RESOLVED, that the District, after due, full and careful consideration of all of the information provided to it by Staff and legal counsel has, for all of the reasons expressed above, and based on the authority provided to the District under Education Code section 81335, and any and all other applicable authority, hereby:

1. Ratifies and approves the actions taken by the Chief Facilities Executive and Staff in issuing a Request for Qualifications and Proposals (RFQ/P) seeking proposals from general contractors, licensed and in good standing with the state of California, to enter into, execute, and deliver, pursuant to Education Code Section 81335, and other applicable authority, the Site Lease, Facilities Lease, and related Pre-Construction and Construction Services Agreement for the Project as set forth hereinabove; and

2. Approves the Site Lease, Facilities Lease, and related Pre-Construction and Construction Services Agreement with Finner Construction Company for the Projects based upon the terms, conditions, and provisions stated in the aforesaid documents.
IN WITNESS, of the passage of the foregoing resolution, as prescribed by law, we, the members of said Board of Trustees, present and voting thereon, have hereunto set our hands this 24th day of June 2015.

Member, Board of Trustees

Member, Board of Trustees

member, Board of Trustees

Member, Board of Trustees

President, Board of Trustees
SUBJECT: AUTHORIZE PRESIDENTIAL SELECTION PROCESS FOR WEST LOS ANGELES COLLEGE

Authorize the Chancellor to initiate a search for a new President at West Los Angeles College, with a target date for completion of September, 2015. The search will be conducted pursuant to Board Rule 10308.

Background: President Abu-Ghazaleh has resigned to accept another position outside of our district.

Recommended by: Albert J. Roman
Vice Chancellor, Human Resources

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor
SUBJECT: DECLARATION OF COMPENSATION AS INDEFINITE

Declare that all management, confidential, and other unrepresented academic, classified and unclassified employees' salaries, benefits, and other terms and conditions of employment are declared indefinite for the 2015-2016 fiscal year as a result of financial uncertainties, negotiations, legislation, and other factors.

Background: The California Constitution allows for retroactive pay when salaries are uncertain because of collective bargaining, reclassifications or other matters. This action will allow the Board of Trustees to adjust compensation for unrepresented employees as may be warranted based on the outcome of changes arising from collective bargaining, including but not limited to the cost of employee benefits, which will not be completed by the beginning of the fiscal year.
Subject: **AUTHORIZE PUBLIC AUCTION OF SURPLUS PROPERTY**

A. Authorize the Vice President of Administrative Services of Los Angeles Pierce College or his designee to conduct a public auction for disposition of personal property abandoned by Asylum Productions, with appropriate publication as required by the Education Code. Such sale shall be conditioned upon the successful bidder(s) paying for the item(s) immediately after the close of the auction and removal by 5:00 p.m. on the same day.

B. If the property is not sold at auction, or is not removed timely by the successful bidder(s), determine that the property is of insufficient value to defray the cost of further sales, and authorize the donation to the LACCD Foundation, deemed to be a suitable charitable organization, for donation to a charitable organization or, if necessary, disposal.

**Background:** Asylum Productions stipulated to a non-extendable date to vacate leased premises at the College by April 15, 2015. When the premises were not vacated, the District obtained a writ of possession from the Los Angeles Superior Court. The tenant was served with multiple notices of the need to vacate and remove all property; the writ of possession was served in early June with an additional five days' notice to remove their property. The College has determined that the property is not suitable for College use. Under Education Code section 81450, the Board of Trustees may authorize a public auction of surplus property after notice has been posted and advertised over a two-week period.

**REQUIRES UNANIMOUS APPROVAL OF BOARD MEMBERS PRESENT**

Recommended and approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By __________________________ Date __________________________
AMEND BOARD RULE CHAPTER VI ARTICLE II – GRADUATION REQUIREMENTS

Amend Article II of the Board Rules as shown below.

ARTICLE II

GRADUATION REQUIREMENTS

6200. AUTHORIZATION. The Board of Governors of the California Community Colleges has authorized the Los Angeles Community College District Board of Trustees to confer the degrees of Associate in Arts and Associate in Science and Certificates of Achievement.

6201. ASSOCIATE DEGREE. The awarding of an Associate Degree symbolizes a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights and the achievement of students in attaining these goals. Among these are the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding. In addition to these accomplishments, the student should possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Recommended by: Bobbi Kimble, Interim Vice Chancellor

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ________________ Date ________________
6201.10 Unit Requirement. A minimum of 60-64 semester units of course credit in a selected curriculum with at least 18 semester units of study in a major or area of emphasis and at least 18 semester units of study in general education. Associate degrees for transfer, as defined in California Education Code §66746, must be aligned with transfer model curricula as approved by the State Chancellor and must require 60 semester units for completion, with at least 18 units of study in a major/area of emphasis and completion of Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education Breadth Requirements. Upon recommendation from the college Academic Senate, the Chancellor can waive the 64 unit limit for specific high unit programs. One credit hour of community college work is approximately three hours of recitation, study, or laboratory work per week throughout a term of 16 weeks.

6201.11 Scholarship Requirement. A "C" (2.0) grade average or better in all work attempted in the curriculum upon which the degree is based. Effective for all students admitted for the Fall 2009 term or any term thereafter, each course counted toward the major requirements must be completed with a grade of "C" or better or a "P" if the course is taken on a "pass-no pass" basis.

8200.12 Units Attempted. "Units attempted" means all units of credit in the LACCD.

6201.12 Competency Requirement. Students entering prior to Fall 2009 must demonstrate competence in reading, in written expression, and in mathematics. This requirement may be met by achieving a grade of "C" or better in appropriate courses, recommended by the District Academic Senate, and approved by the Chancellor or by achieving a passing score on an examination or examinations recommended by the District Academic Senate and approved by the Chancellor. Effective for all students entering on or after the Fall 2009 semester, competence in written expression shall be demonstrated by obtaining a satisfactory grade in English 101, or another English course at the same level and with the same rigor as recommended by the District Academic Senate and approved by the Chancellor. Competence in mathematics shall be demonstrated by obtaining a satisfactory grade in Mathematics 125 (Intermediate Algebra), or another mathematics course at the same
level and rigor, or higher, and with elementary algebra or higher as a prerequisite, as recommended by the District Academic Senate and approved by the Chancellor.

The competency requirements in written expression or mathematics may also be met by completing an assessment, conducted pursuant to Title 5, CCR, section 55500 and achieving a score determined to be comparable to satisfactory completion of English 101 or Mathematics 125 respectively. That is, students may either place into English or mathematics courses above level of English 101 or Mathematics 125, or they may achieve a satisfactory score on a competency exam or other approved exam as recommended by the District Academic Senate and approved by the Chancellor.

The competency requirements may also be met by obtaining a satisfactory grade in courses with English and mathematics content (but taught in subjects other than English and mathematics), which require entrance skills at a level equivalent to those necessary for English 101 and Mathematics 125, respectively, and are taught at the same level and with the same rigor. The District Academic Senate shall recommend such courses to the Chancellor for approval.

6201.13 College Degree and Certificate Requirements.

Degree Requirements:

a. Students must complete no fewer than 12 units at the college conferring the degree.

b. When a student has attended multiple colleges within the LACCD, the degree shall be conferred by the college where the student has taken the majority of units in the major. When the same major is offered at multiple colleges in the LACCD, the degree shall be conferred by the college where the student has taken the majority (greater than 50%) of units in the major.

c. Exceptions to residence requirements for the associate degree may be made by the governing board when it determines that an injustice or undue hardship would be placed on the student.
Certificate of Achievement Requirements:

a. Certificates of Achievement shall be awarded by the college where the majority (greater than 50.0%) of the certificate units were taken. The CSUGE Breadth Certificate of Achievement and IGETC Certificate of Achievement are exempt from this requirement. The college that certifies completion of either of these plans may award the Certificate of Achievement to the student regardless of the number of units completed at the certifying college.

Automatic Awarding of Certificates of Achievement:

a. Students who have completed the degree requirements for which there is a paired Certificate of Achievement or other State approved and transcripted certificate(s), will be awarded the certificate(s) automatically.

6201.14 General Education Requirement.

a. Central to an Associate Degree, General Education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons should be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, General Education should lead to better self-understanding.

It is desirable that, in a general education program, ways be sought to create coherence and integration among the separate requirements. It is also desirable that general education programs involve students actively in examining values inherent in proposed solutions to major social problems.

b. Developing and implementing a more specific philosophy of General Education is a responsibility of each college, since each must be sensitive to the unique educational needs and learning environment of its students. Each college shall publish such a statement of philosophy in their catalog. It is
recommended that college statements of philosophy reflect the philosophy of general education articulated in subparagraph (1) of this subsection.

6. The units of General Education will be selected from courses in the following areas, recommended by the college academic senate and college president and approved by the Chancellor, Board of Trustees or its designee. The curricula (called graduation plans) to be accepted toward the degree will be recommended by the college academic senate and college president and approved by the Chancellor, Board of Trustees or its designee.

1) Natural Sciences. Courses in the natural sciences are those which examine the physical universe, its life forms and its natural phenomena. To satisfy the General Education requirement in natural sciences, a course should help the student develop an appreciation and understanding of the scientific method, and encourage an understanding of the relationships between science and other human activities.

This category would include introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, meteorology, oceanography, physics and other scientific disciplines.

2) Social and Behavioral Sciences. Courses in the social and behavioral sciences are those which focus on people as members of society. To satisfy the General Education requirement in social and behavioral science, a course should help the student develop an awareness of the method of inquiry used by social and behavioral sciences. It should stimulate critical thinking about the ways people act and have acted in response to their societies and should promote appreciation of how societies and social subgroups operate. This category would include introductory or integrative survey courses in anthropology, economics, history, political science, psychology, sociology and related disciplines.
3) Humanities. Courses in the humanities are those which study the cultural activities and artistic expressions of human beings. To satisfy the general education requirement in humanities, a course should help the student develop an awareness of the ways in which people through the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation and help the student develop aesthetic understanding and ability to make value judgments. Such courses should include introductory or integrative courses in the arts, foreign languages, literature, philosophy and religion.

4) Language and Rationality. Courses in language and rationality are those which develop for the student principles and applications of language toward logical thought, clear and precise expression, and critical evaluation of communication in whatever symbol system the student uses.

(a) English Composition. Courses fulfilling the written composition requirement should include both expository and argumentative writing.

(b) Communication and Analytical Thinking. Courses fulfilling the communication and analytical thinking requirement include oral communication, mathematics, logic, statistics, computer language and programming, and related disciplines.

d. While a course might satisfy more than one general education requirement, it may not be counted more than once for these purposes. Whether it may be counted again for a different degree requirement is a matter for each college to determine.

Students may use the same course to meet a general education requirement for the Associate Degree and to partially satisfy a general education requirement at the California State Universities and Colleges.
e. Ethnic Studies will be offered in at least one of the required areas.

f. Students who are majoring in programs of study for which fewer than 36 units are required in the major may complete graduation Plan A.

Students who are majoring in programs of study for which 36 or more units are required in the major may complete graduation Plan B.

Or students may complete:

Additional graduation plans recommended by the college academic senate and college president and approved by the Board of Trustees or its designee provided that such plans comply with all statutory and regulatory requirements.

Exceptions to major requirements shall be made by the Chancellor, or his/her designee.

Graduation Plan A.

Major Requirements: At least 18 semester units of study taken in a "major or in an area of emphasis approved by the State Chancellor's Office."

Effective for all students admitted for the Fall 2009 term or any term thereafter, each course counted toward the major requirements must be completed with a grade of "C" or better or a "P" if the course is taken on a "pass-no pass" basis.

General Education Requirements: Successful completion of at least 30 semester units of General Education as noted below.

a. Natural Sciences—3 semester units as defined in Section c(1).

b. Social and Behavioral Sciences—9 semester units in the following pattern:
1) At least 3 units in American Institutions to be met in U.S. History or Political Science, or U.S. Ethnic History or Political Science.

2) At least 3 units in other Social Sciences to be met in Anthropology, Economics, Ethnic Studies, Geography, History, Political Science, Psychology, Sociology, or other Social Science courses as determined by the Campus Curriculum Committee.

3) At least 3 additional units from 1 or 2 above.

c. Humanities—3 semester units as defined in Section c(3);

d. Language and Rationality—12 semester units in the following pattern:
   1) English Composition—at least 3 semester units as defined in Section c(4);

   2) Communication and Analytical Thinking—at least 6 semester units in Math, Logic and Critical Thinking, Speech or Computer Literacy, and/or Languages;

   3) At least three additional units from 1) or 2) above.

e. Health and Physical Education—3 semester units. This requirement may be met by successful completion of at least 2 units in Health Education and at least 1 unit in a physical activity course chosen from one of the following subjects: Physical Education, Dance Techniques, Dance Specialties, Physical Fitness or Martial Arts, or a combined course in Health Education and Physical Education activity. An activity course is a course with at least 2 standard hours of activity laboratory. The Chancellor will develop policies for exemption. The Health Education requirement may also be met by successful completion of all the major requirements for the Registered Nursing Program.
Graduation Plan B.

Major Requirements: At least 36 semester units of study taken in a "major or in an area of emphasis approved by the State Chancellor's Office."

Effective for all students admitted for the Fall 2009 term or any term thereafter, each course counted toward the major requirements must be completed with a grade of "C" or better or a "P" if the course is taken on a "pass-no pass" basis.

General Education Requirements: Successful completion of at least 18 semester units in general education as noted below:

a. Natural Sciences—3 semester units as defined in Section c(1).

b. Social and Behavioral Sciences—3 semester units

Students must successfully complete an appropriate course or courses in American Institutions and U.S. History.

c. Humanities—3 semester units as defined in Section c(3).

d. Language and Rationality—6 semester units in the following pattern:

1) Three semester units in English Composition.

2) Three semester units in Communication and Analytical Thinking.

e. Health and Physical Education—3 semester units.

This requirement may be met by successful completion of at least 2 units in Health Education and at least 1 unit in a physical activity course chosen from one of the following disciplines: Physical Education, Dance Techniques, Dance Specialties, Physical Fitness or Martial Arts, or a combined course in Health Education and Physical Education activity.

An activity course is a course with at least 2 standard hours of activity laboratory. The Chancellor will
The following three general education plans are offered at the colleges of the Los Angeles Community College District: the LACCD General Education Plan, the California State University General Education Breadth Plan (CSU GE-Breadth Plan); the Intersegmental General Education Transfer Curriculum (IGETC).

LACCD General Education Plan

This associate-level general education plan is appropriate for students planning to earn an associate degree who do not plan to transfer to a 4-year institution.

At least 21 semester/28 quarter units of general education coursework must be completed in the following areas, to include an ethnic studies course in at least one of the areas:

Area A: Natural Sciences (3 semester/4 quarter units minimum)

Courses in the natural sciences are those which examine the physical universe, its life forms, and its natural phenomena. This category includes introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, meteorology, oceanography, physical geography, physical anthropology, physics and other scientific disciplines.

Area B: Social and Behavioral Sciences and American Institutions (6 semester/8 quarter units minimum)

Courses in the social and behavioral sciences are those which focus on people as members of society. This category includes introductory or integrative survey courses in cultural anthropology, cultural geography, economics, history, political science, psychology, sociology and related disciplines.

B1: American Institutions (3 semester/4 quarter units minimum)
B2: Social and Behavioral Sciences (3 semester/4 quarter units minimum)

Area C: Humanities (3 semester/4 quarter units minimum)

Courses in the humanities are those which study the cultural activities and artistic expressions of human beings. Such courses include introductory or integrative courses in the arts, foreign languages, literature, philosophy, and religion.

Area D: Language and Rationality (6 semester/8 quarter units minimum)

Courses in language and rationality are those which develop for the student the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses. Such courses include:

D1: English Composition (3 semester/4 quarter units minimum)

D2: Communication and Analytical Thinking (3 semester/4 quarter units minimum)

Area E: Health and Physical Education (3 semester units/4 quarter units minimum)

E1: Health Education (one course minimum)

E2: Physical Education Activity (1 semester/1 quarter unit minimum)

A college may adopt and publish policies and procedures, through collegial consultation with the college Academic Senate, which would allow a student to reduce their General Education requirement for the AA/AS degree to the 18-unit minimum as required by Title 5, provided the following conditions are met:
1) The total units required for the major are 42 or greater, with none of the major coursework eligible for double-counting in a General Education area;

2) The student, during their last semester as part of the petition to graduate process, requests to have 3 units of General Education waived; and

3) The student completes a minimum of 3 semester/4 quarter units from each of Areas A through C and a minimum of 3 semester/4 quarter units from each of Areas D1 and D2 as listed above.

California State University General Education Breadth Plan (CSU GE-Breadth Plan)

The CSU General Education-Breadth (GE-Breadth) program allows California community college transfer students to fulfill lower-division general education requirements for any CSU campus prior to transfer. This plan is governed by the California State University system.

The 39 semester/58 quarter units required for CSU GE-Breadth are distributed as follows:

Area A: English Language Communication and Critical Thinking

Minimum 9 semester units or 12 quarter units - one course in each subarea

A1 Oral Communication (3 semester units or 4 quarter units)
A2 Written Communication (3 semester units or 4 quarter units)
A3 Critical Thinking (3 semester units or 4 quarter units)
Area B: Scientific Inquiry and Quantitative Reasoning

Minimum of 12 semester units or 18 quarter units - one course each in subareas B1, B2, and B4, plus laboratory activity related to one of the completed science courses.

<table>
<thead>
<tr>
<th>B1</th>
<th>Physical Science</th>
<th>(3 semester units or 4 quarter units)</th>
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<tbody>
<tr>
<td>B2</td>
<td>Life Science</td>
<td>(3 semester units or 4 quarter units)</td>
</tr>
<tr>
<td>B3</td>
<td>Laboratory Activity</td>
<td>associated with a course taken to satisfy either B1 or B2</td>
</tr>
<tr>
<td>B4</td>
<td>Mathematics/Quantitative Reasoning</td>
<td>(3 semester units or 4 quarter units)</td>
</tr>
</tbody>
</table>

Area C: Arts and Humanities

Minimum of 12 semester units or 18 quarter units - at least one course completed in each of these two subareas:

| C1  | Arts: Arts, Cinema, Dance, Music, Theater |
| C2  | Humanities: Literature, Philosophy, Languages Other than English |

Area D: Social Sciences

Minimum of 12 semester units or 18 quarter units

Area E: Lifelong Learning and Self-Development

Minimum of 3 semester units or 4 quarter units

Intersegmental General Education Transfer Curriculum

The Intersegmental General Education Transfer Curriculum is a general education program that California Community College transfer students can use to fulfill lower-division general education requirements at a California State University or University of California.
Los Angeles Community College District

**Board of Trustees**

Los Angeles Community College District

**Com. No.** ISD/A  **Division:** EDUCATIONAL SUPPORT SERVICES  **Action Date:** July 8, 2015

This policy is governed by the Intersegmental Committee of the Academic Senates (ICAS).

The IGETC requires completion of a minimum of 37 semester/49 quarter units of courses in the following areas:

**AREA 1 - ENGLISH COMMUNICATION**
1A: English Composition (one course - 3 semester or 4-5 quarter units)
1B: Critical Thinking - English Composition (one course - 3 semester or 4-5 quarter units)
1C: Oral Communication (CSU requirement only) (one course - 3 semester or 4-5 quarter units)

**AREA 2A - MATHEMATICAL CONCEPTS & QUANTITATIVE REASONING** (one course - 3 semester or 4-5 quarter units)

**AREA 3 - ARTS AND HUMANITIES** (3 courses, with one from the Arts and one from the Humanities. 9 semester or 12-15 quarter units)
3A: ARTS
3B: HUMANITIES

**AREA 4 - SOCIAL and BEHAVIORAL SCIENCES** (3 courses from at least two academic disciplines. 9 semester or 12-15 quarter units)

**AREA 5 - PHYSICAL and BIOLOGICAL SCIENCES** (2 courses, with one from the Physical Science and one from the Biological Science, at least one of the two courses must include a laboratory. 7-9 semester units or 9-12 quarter units)
5A: PHYSICAL SCIENCE
5B: BIOLOGICAL SCIENCE

**AREA 6 - LANGUAGE OTHER THAN ENGLISH** (UC Requirement Only) (Proficiency equivalent to two years of high school study in the same language.)
6201.15 Effective Date. These requirements become effective July 1, 2004.

6201.15 The colleges of the LACCD shall not impose any requirements in addition to the CSUGE plan or IGETC requirements, including any local college or district requirements, for students completing either of these general education plans for an associate degree.

6201.16 Graduation Requirements for Associate Degree in Nursing.

To obtain an associate degree in nursing, students who have baccalaureate or higher degrees from a United States regionally accredited institution of higher education are only required to complete the course work that is unique and exclusively required for completion of the registered nursing program, including prerequisites and nursing course work. These students are not to be required to complete any other courses required by the college for an associate degree.

6201.17 Double-Counting Of Coursework.

A course may only be counted once for General education purposes. However, a course may be used to simultaneously satisfy both a General Education requirement and a major/area of emphasis requirement. There is no limit on the number of courses that may be used simultaneously in this manner.

Students may also simultaneously apply the same course toward satisfaction of the LACCD General Education Plan, Plan A or B Associate Degree General Education requirements, the CSU GE Breadth Certification requirements and the Intersegmental General Education Transfer Curriculum (IGETC) requirements.

6201.18 Associate Degrees for Transfer and Local Associate Degrees.

A student who completes an Associate Degree for Transfer (ADT) in a particular major/area of emphasis may also be awarded a local associate in the same major/area of emphasis provided that the student completes any additional coursework required for the local associate degree.
6202. CATALOG RIGHTS. For these purposes, a catalog year is defined as beginning with the fall semester through the subsequent summer. A student remaining in continuous attendance in the Los Angeles Community College District may elect to satisfy the degree, certificate or graduation requirements in effect at the college from which the student will either earn his/her degree, certificate or graduate:

1. at the time the student began such attendance at the college, or
2. allow students to select an intervening catalog in years between the time the student began continuous attendance and time of graduation, or
3. at the time of graduation.

For the sole purpose of satisfying graduation competency requirements, students entering the Los Angeles Community College District prior to Fall 2009 who remain in continuous attendance within the LACCD may graduate from any LACCD College by satisfying graduation competency by either:

1. fulfilling competency requirements in place at the time the student began such attendance within the district, or
2. fulfilling competency requirements in place at the time of graduation.

For the purposes of implementing this policy, the college may develop a policy to:

1. authorize or require substitutions for discontinued courses; or
2. require a student changing his/her major to complete the major requirements in effect at the time of the change.

3. allow students to select an intervening catalog in years between time student began continuous attendance and time of graduation.

The college’s policy shall be developed in consultation with the college Academic Senate in accordance with the provisions of Chapter XVIII of the Board Rules – ACADEMIC SENATE AND THE BOARD OF TRUSTEES SHARED GOVERNANCE POLICY, and published in all college catalogs under appropriate headings.
This policy does not apply to college programs which are governed or regulated by outside government agencies or which require licensure or certification through one of these agencies.

6203. CONTINUOUS ATTENDANCE. "Continuous attendance" means no more than one semester absence within a school year, excluding Summer Sessions and Winter Intersession.

Students granted a "military withdrawal" under the provisions of Board Rule 6701.10, will be considered to be in "continuous attendance" for their required period of military service.

6204. ADDITIONAL and CONCURRENT ASSOCIATE DEGREES. Additional Associate Degrees: Students who have previously earned an associate degree from a United States regionally accredited institution will be granted an additional associate degree when the following requirements have been met:

1. Pursuant to catalog rights, described in Board Rule 6202, completion of all current degree requirements - i.e., scholarship, residency, competency, general education and major requirements.

2. Completion of a minimum of six (6) new units in a major requiring 18-35 units or twelve (12) new units in a major following Plan B of General Education requiring 36 or more units. Major course requirements completed in previous degrees awarded can be used again for additional degrees.

3. All courses that count towards the associate degree major or area of emphasis must be satisfactorily completed with a grade of "C" or higher or "P" (pass). Major or area of emphasis courses for an Associate Degree for Transfer (ADA T or AS-T) degree must be completed with a grade of C or higher, P (pass) grades are not permitted.

4. There is no limit to the number of additional associate degrees that can be awarded provided that all the above requirements have been met.
5. Completion of any additional requirements, including new units, as determined by the college through collegial consultation with the college Academic Senate in accordance with the provisions of Chapter XVII of the Board Rules – Academic Senate and the Board of Trustees Shared Governance Policy.

Concurrent degrees: Concurrent degrees are degrees awarded in the same semester. Students may petition and be awarded concurrent associate degrees in different majors if the following criteria are met:

1. Pursuant to catalog rights, described in Board Rule 6202, completion of all current degree requirements: scholarship, residency, competency, general education and major requirements.

2. There is no maximum number of concurrent degrees that a student may be awarded.

3. If a course is a major requirement for each concurrent degree, it may be applied toward satisfaction of each major degree requirement.

4. If an Associate of Science and Associate of Arts degree can be awarded in the same major, only one degree will be granted as selected by the student.

5. Completion of the General Education requirements for one associate degree will fulfill the general education requirements for concurrent degrees, if the same general education pattern applies to the additional degree. If each degree requires the completion of different general education patterns, the general education pattern of each degree must be fulfilled. Courses may be applied toward the general education requirements for each concurrent degree.

6. All courses that count towards the associate degree major or area of emphasis must be satisfactorily completed with a grade of "C" or higher or "P" (pass).

7. The LACCD does not offer double majors.