ORDER OF BUSINESS — REGULAR MEETING
Wednesday, January 10, 2018
First Public Session 2:00 p.m. – 4:45 p.m.
Closed Session 5:00 p.m. – 7:00 p.m.
Second Public Session
(Immediately Following Closed Session)

West Los Angeles College
Fine Arts Auditorium, FA-100
9000 Overland Avenue
Culver City, CA 90230

I. Roll Call (2:00 p.m.) Location: Fine Arts Auditorium, FA-100

II. Flag Salute

III. Welcome Remarks by James M. Limbaugh, President, West Los Angeles College

IV. Approval of Minutes:
   • Regular Meeting and Closed Session – November 1, 2017
   • Regular Meeting and Closed Session – December 6, 2017

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

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

VII. Requests to Address the Board of Trustees – Multiple Agenda Matters

VIII. Reports and Recommendations from the Board
   A. Reports of Standing and Special Committees
   B. Proposed Actions
      BT1. Resolution – Black History Month
      BT2. Resolution – Lunar New Year
      BT3. Board Travel Authorizations

IX. Report from the Chancellor
   • Report from the Chancellor regarding activities or pending issues in the District
      o LACCD Enrollment Update
X. Consent Calendar

Matters Requiring a Majority Vote

BF1. Adopt Budget Revisions and Appropriation Transfers
BF2. Adopt Non-Resident Tuition
BSD1. Ratify Business Services Actions
BSD2. Approve Business Services Actions
FPD1. Approve Facilities Planning and Development Report
HRD1. Approve Personnel Services Routine Actions
HRD2. Approve Employment Contract for Interim College President
HRD3. Approve Salary Reallocation for Miscellaneous Classifications in the Unclassified Service
HRD4. Approve Stipend Increase for Unclassified Walk-on Assistant Coaches
HRD5. Approve Agreement Between the Los Angeles Community College District and the Los Angeles Community College District Administrators’ Association Represented by the Teamsters Local 911
HRD6. Approve Master Benefits Agreement
HRD7. Approve Salary Rate Increase for Unrepresented Confidential Employees, Classified Managers and Academic Managers
ISD1. Approve New Educational Courses and Programs
ISD2. Approve New Community Services Offerings
ISD3. Approve College and Career Pathway Partnership Agreement Between the Culver City Unified School District and the Los Angeles Community College District
ISD4. Approve Out of State Student Travel
ISD5. Approve In-State Student Travel
PC1. Personnel Commission Actions
   • Correspondence

XI. Recommendations from the Chancellor

CH1. Approve Integrated Plans (9 Colleges)
CH2. Approve 2018-2023 Los Angeles Community College District Strategic Plan
CH3. Approve Los Angeles Pierce College Mission Statement and 2017-2021 Strategic Master Plan

Matters Requiring a Super Majority Vote – None

XII. Notice Reports and Informatives

ISD/A. [Informative] Notification of Out of State Student Travel
ISD/B. [Informative] Ratify Out of State Student Travel
XIII. Announcements and Indications of Future Proposed Actions by Members of the Board of Trustees

XIV. Requests to Address the Board of Trustees Regarding Closed Session Agenda Matters

XV. 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 (Refer to Attachment “A” for Closed Session agenda). Location: Winlock Lounge, Heldman Learning Resource Center, Second Floor

XVI. Reconvene Regular Meeting
Location: Winlock Lounge, Heldman Learning Resource Center, Second Floor

XVII. Roll Call

XVIII. Report of Actions Taken in Closed Session – January 10, 2018

XIX. Consent Calendar
   Matters Requiring a Majority Vote
   HRD8. Approve Disciplinary Action for Classified Permanent Employees

XX. Adjournment
Next Regularly Scheduled Board Committee Meetings

Wednesday, January 24, 2018
Educational Services Center
Board Room – First Floor
770 Wilshire Blvd.
Los Angeles, CA 90017

Institutional Effectiveness & Student Success Committee
12:00 p.m. – 1:15 p.m.

Facilities Master Planning & Oversight Committee
1:30 p.m. – 2:45 p.m.

Legislative and Public Affairs Committee
3:00 p.m. – 4:15 p.m.

Budget & Finance Committee
4:30 p.m. – 5:45 p.m.

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 Americans 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 12:00 p.m. (noon) on the Tuesday prior to the Board meeting.
I. Public Employee Evaluation
(pursuant to Government Code section 54957)

A. Chancellor

B. College Presidents

C. Executive Staff

II. Conference with Labor Negotiator
(pursuant to Government Code section 54957.6)

A. District Negotiators: Albert Román

   Employee Units: All Units
                  All Unrepresented Employees

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

IV. Consideration of Student Discipline
(pursuant to Government Code section 54962 and Education Code section 72122)

V. Conference with Legal Counsel - Existing Litigation
(pursuant to Government Code section 54956.9(d)(1))

A. Jazmyne Goodwin v. Igor Daza and LACCD

B. Portia Mason and Roy Payan v. LACCD
C. Rosie Shields v. LACCD
D. Linda Brady v. LACCD
E. AECOM Technical Services v. LACCD
F. M. Jahangardmahboob and Amin Davani v. LACCD
G. Wanda Solomon v. LACCD
H. National Sign & Marketing Corp. v. LACCD
Subject: **RESOLUTION – BLACK HISTORY MONTH**

The following resolution is presented by Board Members Svonkin:

The month of February is officially designated as Black History Month.

WHEREAS, For more than 400 years, the presence of African-Americans in the United States has had an undeniable and profound impact upon its cultural, political, and social institutions; and

WHEREAS, For over 36 million people of African-American descent, the designation and observation of February as Black History Month represents the nation's acknowledgment of the contributions and continuing role of African-Americans within the United States; and

WHEREAS, Central to the role and history of African-Americans is the acquisition of a thorough and meaningful education which will provide the tools to design and control their own destiny, both economic and political; and

WHEREAS, Current figures and statistics indicate that there are still some challenges to sustaining enrollments of African-American students attending educational institutions, both pre- and postsecondary; and

WHEREAS, The "avenue of equal opportunity access to education" has been the basic premise around which the community colleges of California have acquired support and credibility; now, therefore, be it
RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby reaffirms its commitment to egalitarian principles inherent within the term "community colleges" by supporting and enhancing those services, programs, and courses which will encourage African-Americans and other ethnic groups to enroll and attain their identified goals; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District joins with the nation in celebrating February as Black History Month and encourages its colleges and student organizations to promote cultural awareness by featuring various programs, exhibits, and other relevant activities and by participating in events sponsored by local communities.
Subject: RESOLUTION – LUNAR NEW YEAR

The following resolution is presented by Board Members Fong, Kamlager, and Svonkin:

WHEREAS, February ushers in the Lunar New Year of 4715 – The Year of the Green Wooden Goat; and

WHEREAS, People born in the Year of the Green Wooden Goat are gentle mild-mannered, shy, stable, sympathetic, amicable, and brimming with a strong sense of kindheartedness and justice; and

WHEREAS, The Lunar New Year is of great significance and represents a major celebration for China and other Asian people throughout the world; and

WHEREAS, The Lunar New Year represents a number of important traditional, social, and cultural events, many of which have become customary to observe in the United States; and

WHEREAS, Immigration from Asian nations continues to be a source of population growth in the United States and provides a significant increase in the student population of the Los Angeles Community College District; and

WHEREAS, The celebration of the Lunar New Year is an occasion of reflection and thanksgiving; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District does hereby offer its best wishes to all its students, staff, and constituents who observe the Lunar New Year; and be it further

Chancellor and Secretary of the Board of Trustees

By ______________________ Date ______________________

Fong

Svonkin

Hoffman

Veres

Kamlager

Martinez

Student Trustee Advisory Vote
Subject: BOARD TRAVEL AUTHORIZATIONS

A. Authorize for Andra Hoffman, member of this Board of Trustees, to attend a reception from the Smithsonian Institute for East Los Angeles College students who will be interning at the Smithsonian during the Winter Session. A number of legislative visits will also be scheduled with Congressional Offices who hosted the Hilda Solis Federal Intern Program. Travel will occur on January 14-17, 2018 in Washington DC.

Background: Funding will be from the East Los Angeles College Foundation travel account.

B. Authorize payment of necessary expenses for Scott J. Svonkin and Steven F. Veres, members of this Board of Trustees, to attend the Community College League of California (CCLC) 2018 Annual Legislative Conference to be held on January 28-29, 2018 in Sacramento, California.

Background: Funding will be from the 2017-2018 Board travel account.
Subject: **ADOPT BUDGET REVISIONS AND APPROPRIATION TRANSFERS**

Ratify acceptance of $9,294,444 in income as recommended by the Chief Financial Officer/Treasurer. In accordance with Title 5 of the California Code of Regulations, Section 58307, authorize all the appropriation transfers between major expenditure categories (EXHIBIT I).

---

Recommended by:  
Robert B. Miller, Vice Chancellor

Approved by:  
Francisco C. Rodriguez, Chancellor

Chancellor and  
Secretary of the Board of Trustees

By:  
Date:

Buelna  
Fong  
Hoffman  
Kamlager  
Martinez

Moreno  
Svonkin  
Veres  
Student Trustee Advisory Vote
EXHIBIT I

BUDGET REVISIONS AND APPROPRIATION TRANSFERS
ALL FUNDS, EXCLUDING BUILDING BOND FUND
January 10, 2018

NEW INCOME (Attachment 1)  

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>AMOUNT</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td>810000-849999</td>
<td>2,285,510</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State</td>
<td>860000-869999</td>
<td>6,317,330</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local</td>
<td>870000-889999</td>
<td>485,751</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interfund Transfer In</td>
<td>891000-892999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Financing Sources</td>
<td>893000-897999</td>
<td>204,853</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contribution to Restricted Program</td>
<td>898000-899999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total New Income</td>
<td></td>
<td>9,294,444</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

EXPENDITURES  

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>Approved Budget</th>
<th>Budget Revisions</th>
<th>Appropriation Transfers</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificated Salaries</td>
<td>100000-199999</td>
<td>297,235,278</td>
<td>933,017</td>
<td>2,248,543</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>200000-299999</td>
<td>194,385,273</td>
<td>816,088</td>
<td>1,851,652</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>300000-399999</td>
<td>160,584,155</td>
<td>314,689</td>
<td>566,697</td>
</tr>
<tr>
<td>Books/Supplies</td>
<td>400000-499999</td>
<td>43,050,355</td>
<td>134,274</td>
<td>735,131</td>
</tr>
<tr>
<td>Contract Services</td>
<td>500000-599999</td>
<td>209,129,283</td>
<td>4,556,871</td>
<td>1,680,478</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>600000-699999</td>
<td>25,807,555</td>
<td>35,001</td>
<td>1,259,617</td>
</tr>
<tr>
<td>Other Outgo</td>
<td>700000-709999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Debt Services</td>
<td>710000-719999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition Transfers</td>
<td>720000-729999</td>
<td>20,172</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interfunds Transfers</td>
<td>730000-739999</td>
<td>9,124,824</td>
<td></td>
<td>204,853</td>
</tr>
<tr>
<td>Direct Support/Indirect Costs</td>
<td>740000-749999</td>
<td>230</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loan/Grants</td>
<td>750000-759999</td>
<td>315,885,100</td>
<td>1,037,105</td>
<td>78,619</td>
</tr>
<tr>
<td>Other Financing Sources (Except 7902)</td>
<td>760000-799999</td>
<td>160,279,650</td>
<td>1,467,399</td>
<td>(8,625,790)</td>
</tr>
<tr>
<td>Reserve for Contingency*</td>
<td>790200</td>
<td>22,625,894</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>1,438,427,769</td>
<td>9,294,444</td>
<td></td>
</tr>
</tbody>
</table>

* Reserve for Contingency balance is $22.93 million, which is 3.5% of the Unrestricted General Fund revenue (excluding General Reserve)

All budget revisions and transfers herein are submitted for the Board of Trustees approval in accordance with Title 5 of California Regulations, Sections 58307 and 58308. Appropriation transfers between major expenditure categories are within funds/grants that have been previously received and approved by the Board of Trustees. These transfers have been reviewed by the college administrators and approved by the college Vice Presidents of Administration and College Presidents.

Reviewed by:

[Signature]
Jeanette L. Gordon
Chief Financial Officer/Treasurer
## NEW INCOME AND GRANTS

<table>
<thead>
<tr>
<th>BTA NUMBER:</th>
<th>FUND/GRA NT NAME</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-0369</td>
<td><strong>Jardin de Science, Technology, Engineering, and Math (STEM)</strong></td>
<td><strong>$1,195,267</strong></td>
</tr>
<tr>
<td></td>
<td>To establish funding to support rapid completion of remedial coursework, to help Hispanic, low-income, and first-generation students navigate college decisions, to develop a supportive summer academy and cohort designed to accelerate progress through the initial year of Science, Technology, Engineering, and Math (STEM) study, and deliver sustainable pathways for STEM careers for Hispanic students. The program will focus on preparing eighty (80) new students to succeed in transfer-level math courses and become calculus-ready in Year One. Funding is from the U.S. Department of Education.</td>
<td></td>
</tr>
<tr>
<td>M-0148, S-0122</td>
<td><strong>TRIO Student Support Services</strong></td>
<td><strong>476,892</strong></td>
</tr>
<tr>
<td></td>
<td>To accept additional funding to provide academic and other support services to low-income, first generation and/or disabled college students to increase student retention, graduation, and transfer rates. The program will serve one hundred and sixty (160) students at Los Angeles Mission College and two hundred fifty (250) students at Los Angeles Southwest College. Funding is from the U.S. Department of Education and increases the allocation to $300,122 at Los Angeles Mission College and increases the allocation to $647,930 at Los Angeles Southwest College.</td>
<td></td>
</tr>
<tr>
<td>P-0148</td>
<td><strong>Bridging the Gap: Enhancing Attract, Inspire, Mentor and Support Students (AIMS2) for Student Success</strong></td>
<td><strong>49,940</strong></td>
</tr>
<tr>
<td></td>
<td>To establish funding to expand and strengthen Pierce College’s peer tutoring program for physics and engineering, to hire a Career Guidance Counselor Assistant (CGCA) to conduct workshops, and to facilitate student support activities. The program will serve one hundred (100) students. Funding is from the U.S. Department of Education and increases the current year allocation to $83,665.</td>
<td></td>
</tr>
<tr>
<td>W-0154, W-0163</td>
<td><strong>TRIO Upward Bound Math and Science</strong></td>
<td><strong>527,876</strong></td>
</tr>
<tr>
<td></td>
<td>To establish funding to provide services such as tutoring, academic advisement, standardized testing, college application, and financial aid program assistance to high school students from low-income families and high school students from families in which neither parent holds a bachelor’s degree. The program will serve sixty (60) students at Dorsey High School and sixty (60) students at Los Angeles High School. Funding is from the U.S. Department of Education.</td>
<td></td>
</tr>
</tbody>
</table>
**Pell Grant Administrative Cost Allowance 2015-2016**

To accept funding to increase the Pell Grant 2015-2016 Allocation for Administrative Cost Allowance (ACA) and increase the 2015-2016 Pell ACA budget. Funding is from the U.S. Department of Education.

**Pell Grant Administrative Cost Allowance 2016-2017**

To accept additional funding to increase the Pell Grant 2016-2017 Allocation for Administrative Cost Allowance (ACA) and increase the 2016-2017 Pell ACA budget. Funding is from the U.S. Department of Education.

**TOTAL FEDERAL**

$2,285,510

**State**

**Basic Skills**

To adjust funding for FY 2017-18 Basic Skills Program based on FY 2017-18 Advance Apportionment October Revision released by the State Chancellor’s Office on October 26, 2017. Funding is from the California Community Colleges Chancellor’s Office (CCCCO) and increases the current year allocation to $3,219,565.

**2017-18 Block Grant**

To adjust the original budget allocated to the “2017-18 Block Grant” based on the revised certification. Funding is from the California Community Colleges Chancellor’s Office (CCCCO) and the adjustment reduces the allocation to $2,945,007.

**Credit Student Success and Support Program (SSSP)**

To adjust funding for Credit Student Success and Support Program (SSSP) for 2017-18 based on First Principal Apportionment released by the State Chancellor’s Office on October 31, 2017. Funding is from the California Community Colleges Chancellor’s Office (CCCCO) and increases the current year allocation to $23,418,453.

**One-Time Dreamer Emergency Aid**

To establish 2017-18 budget for the One-Time Dreamer Emergency Aid program. The funding will provide emergency aid to students with an identified need and who are exempt from paying nonresident tuition. To receive this emergency student aid, students are required to complete the California Dream Act Application. Funding is from the California Community Colleges Chancellor's Office (CCCCO).
C-0151, S-0106  **Foster and Kinship Care Education (FKCE) Program**  
To accept additional funding to provide training for foster and kinship caregivers that take care of children placed in out-of-home care, offer specialized training for children with medical and behavioral conditions, and provide renewal classes for parents to maintain their license with the county. The program will serve at least three hundred (300) caregivers that reside in the county of Los Angeles at Los Angeles City College and Los Angeles Southwest College. Funding is from the California Community Colleges Chancellor’s Office (CCCCO) and increases the allocation to $135,378 at Los Angeles City College and $133,674 at Los Angeles Southwest College.

C-0173, S-0131  **Foster and Kinship Care Education (FKCE) – Commercial Sexual Exploitation of Children (CSEC)**  
To establish funding to provide training to foster and kinship caregivers, foster family agencies, group homes, and other caregivers of out-of-home care children in Los Angeles County on Commercial Sexual Exploitation of Children (CSEC) awareness and identification. The program will provide thirteen (13) workshops to foster parents, adoptive parents, and caregivers at Los Angeles City College. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).

E-0307  **Self-Employment Pathways in the Gig Economy**  
To establish funding to develop and deliver programs that prepares students to become freelancers and independent contractors in the emerging Gig Economy. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).

M-0227  **Resource Family Approval (RFA) Training Service**  
To establish funding to provide potential foster and adoptive parents training courses and assistance to explore the requirements and challenges in becoming potential foster caregivers for children. The college will offer fourteen (14) series of training to participants and first aid/CPR training. Funding is from the Community College Foundation.

W-0171  **Child Development Stipend Program**  
To establish funding to provide stipends to Child Development students seeking their teaching permits. The program will serve forty (40) students who complete and pass their courses at the end of the semester. Funding is from the California Department of Education.

D-0425  **LiteracyPro Software**  
To establish funding to allow the Los Angeles Community College District (LACCD) to act as the pass-through agent and implement a contract for software development with LiteracyPro Systems, Inc. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).
**Family Child Care Home Education Network**

To accept additional funding to monitor and support a growing network of licensed and accredited family child care homes that provide professional child care services to infants, toddlers, preschoolers, and school-age children. The program will develop fourteen (14) child care providers and serve over sixty (60) eligible families. Funding is from the California Department of Education and increases the allocation to $478,346.

**TOTAL STATE**

$6,317,330

**Local**

**California State Preschool Program (CSPP) Quality Improvement Block Grant**

To establish funding to repair or replace gross motor equipment that is in need for children and to support professional activities for child care providers such as effective teaching and interaction techniques. The program will serve seventy (70) enrolled student parents and eighty-two (82) children between two to five years of age. Funding is from Child Care Alliance Los Angeles.

**Los Angeles County Office of Education Head Start**

To establish funding to provide Child Development courses to Head Start and Early Head Start teachers to meet the six (6) unit Infant Toddler requirement of the Head Start program. The program will have two (2) cohorts with thirty-five (35) Head Start teachers each. Funding is from the Los Angeles County Office of Education.

**Technical & Career Education**

To accept additional funding at Los Angeles Trade-Technical College to conduct non-credit instruction and vocational/extension training workshops and to purchase instructional equipment. Funding is from Cosmetology Department fees, Diesel Exhaust After Treatment and Maintenance (DEAM) collections, Foundation for California Community Colleges, NCS Pearson, Peralta Colleges Foundation, Periodic Smoke Inspection Program (PSIP) courses, and the Southern California Regional Transit Training Consortium (SCRTTC).
**Los Angeles Valley College Job Training**

To accept additional funding to provide employment training services such as customer service, vocational English, and technical training in healthcare, transportation, manufacturing, and computer applications to participants in the South Bay Service Delivery area. The program will serve eighty-two (82) students. Funding is from the South Bay Workforce Investment Board and increases the allocation to $78,420.

**Donation**

To accept donations from the Los Angeles Valley College Foundation to the Los Angeles Valley College Music Department, Los Angeles Valley College Museum, and Los Angeles Valley College Media Broadcasting Department.

**TOTAL LOCAL**

$486,751

**OTHERS:**

**Interfund**

**Increase – LAHC-Repair Theater Roof**

To setup an Interfund Transfer for the project “LAHC-Repair Theater Roof” as requested by the Facilities Planning and Development Department. These funds will be transferred from the Deferred Maintenance Reserve Fund to the Special Reserve Fund.

$53,011

**Increase – LAHC-Repair Fine Arts Roof**

To setup an Interfund Transfer for the project “LAHC-Repair Fine Arts Roof” as requested by the Facilities Planning and Development Department. These funds will be transferred from the Deferred Maintenance Reserve Fund to the Special Reserve Fund.

$151,842

**Fund Redistribution**

**Extended Opportunity Programs and Services – Cooperating Agencies Foster Youth Educational Support (EOPS-CAFYES)**

To redistribute funds from EOPS-CAFYES fund number 10403 to EOPS-CAFYES fund number 20403 at Los Angeles City College.

($45,000)
Extended Opportunity Programs and Services – Cooperating Agencies Foster Youth Educational Support (EOPS-CAFYES)

To accept redistributed funds from EOPS-CAFYES fund number 10403 to EOPS-CAFYES fund number 20403 at Los Angeles City College.

Instructional Support

To redistribute funds from Fund 10125, Block Grant Instructional Support, to Fund 50183, Block Grant – 2017-18 Physical Plant Projects at the nine colleges as requested by the Facilities Planning and Development Department.

Scheduled Maintenance Program

To accept redistributed funds from Fund 10125, Block Grant Instructional Support, to Fund 50183, Block Grant – 2017-18 Physical Plant Projects at the nine colleges as requested by the Facilities Planning and Development Department.

TOTAL OTHERS

$204,853

TOTAL INCOME

$9,294,444
Subject: **ADOPT NON-RESIDENT TUITION**

Adopt non-resident tuition for the 2018-19 fiscal year of $242 per semester unit for students attending the District colleges who are non-residents of the State, and a capital outlay fee of $9 per semester unit for a total of $251.

**Background:** Education Code Section 76140 requires each district Board to establish a non-resident tuition fee no later than February 1 of each year for the succeeding fiscal year. District may use any of the following options for establishing the fee:

1. The statewide average cost per FTES calculated for FY2018-19, including projected increase in U.S. Consumer Price Index (USCPI), is $258 per semester unit; or
2. LACCD’s cost per FTES calculated based on the above formula, is $242 per semester unit; or
3. Rate not higher than District’s average cost with 10% or more non-credit FTES; or
4. Any one of a contiguous district’s rate as permitted under SB 646, Chapter 317, Statutes of 1983; or
5. Rate not higher than District’s cost, nor lower than the statewide average cost as provided by Chapter 985, Statutes of 1989 (SB 716).
6. Highest Years Statewide Average Tuition. Use the greater amount of statewide nonresident tuition from 2013-14 through 2016-17, which is from 2016-17 at $258 per semester unit; or
7. No more than 12 Comparable States Average Tuition. No greater than the 2016-17 average nonresident tuition fee of public community colleges in a minimum of 12 states comparable to California in cost of living. This average is calculated to be $424 per semester unit.

**Recommended by:**

Robert B. Miller, Vice Chancellor

**Approved by:**

Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

Buelna
Fong
Hoffman
Kamlager
Moreno
Svonkin
Veres
Martinez
Student Trustee Advisory Vote
Additionally, the District, pursuant to ECS 76141 (enacted by AB 2055, Chapter 853, Statutes of 1991), has the capacity to charge non-resident students an amount not to exceed District’s capital outlay per FTES for the preceding year. This additional fee cannot exceed fifty percent (50%) of non-resident fees established by the District and must be expended for capital outlay purposes. The District’s capital outlay cost per FTES is $60 per semester unit.

The current fiscal year 2017-18 non-resident tuition rate is $225 plus a $26 nonresident capital outlay fee for a total of $251. The District’s calculated non-resident tuition cost for fiscal year 2018-19, using actual base year (FY2016-17) FTES, was $242.

Staff recommends that the District adopt the calculated non-resident tuition fee of $242 per semester unit based on option 2. Staff also recommends that the District adopt the non-resident capital outlay fee of $9 per semester unit which is lower than the District’s cost per FTE’s. The 2018-19 non-resident tuition rate is $242 plus a $9 non-resident capital outlay fee for a total of $251, which represents no increase to the current 2017-18 total non-resident tuition rate.

Refer to Exhibit I for a comparison of non-resident tuition and capital outlay fees of LACCD’s contiguous districts.
### Exhibit 1

**LOS ANGELES COMMUNITY COLLEGE DISTRICT**

LACCD's Contiguous Districts Non-Resident Tuition and Capital Outlay Rates (Not Adopted by Board)

<table>
<thead>
<tr>
<th>District</th>
<th>FY 2017-18 Non-Resident Tuition</th>
<th>Capital Outlay</th>
<th>FY 2018-19 Non-Resident Tuition</th>
<th>Capital Outlay</th>
<th>FY 2017-18 Total Rate</th>
<th>FY 2018-19 Total Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cost Actual</td>
<td>Cost Actual</td>
<td>Cost Proposed Rate Option</td>
<td>Cost Proposed Rate</td>
<td>Notes</td>
<td></td>
</tr>
<tr>
<td>CERRITOS</td>
<td>201 234</td>
<td>96 29</td>
<td>241 258</td>
<td>1 89</td>
<td>17 B</td>
<td>263 275</td>
</tr>
<tr>
<td>EL CAMINO</td>
<td>209 248</td>
<td>82 20</td>
<td>* 215</td>
<td>* 49</td>
<td>* 20</td>
<td>* 248</td>
</tr>
<tr>
<td>GLENDALE</td>
<td>229 215</td>
<td>42 20</td>
<td>* 215</td>
<td>* 49</td>
<td>* 20</td>
<td>* 235</td>
</tr>
<tr>
<td>LONG BEACH</td>
<td>234 234</td>
<td>40 40</td>
<td>225 *</td>
<td>* 49</td>
<td>* 20</td>
<td>* 235</td>
</tr>
<tr>
<td>LOS ANGELES</td>
<td>225 225</td>
<td>76 26</td>
<td>242 242</td>
<td>2 60</td>
<td>9 B</td>
<td>251 251</td>
</tr>
<tr>
<td>MT. SAN ANTONIO</td>
<td>234 234</td>
<td>61 30</td>
<td>264 258</td>
<td>1 63</td>
<td>30 B</td>
<td>264 288</td>
</tr>
<tr>
<td>PASADENA</td>
<td>217 234</td>
<td>14 14</td>
<td>* 258</td>
<td>* 0</td>
<td>* 309</td>
<td>* 248</td>
</tr>
<tr>
<td>RIO HONDO</td>
<td>203 234</td>
<td>32 20</td>
<td>* 258</td>
<td>* 0</td>
<td>* 309</td>
<td>* 248</td>
</tr>
<tr>
<td>SANTA MONICA</td>
<td>* 309</td>
<td>* 20</td>
<td>* 240</td>
<td>* 20</td>
<td>* 260</td>
<td>* 260</td>
</tr>
<tr>
<td>VENTURA</td>
<td>* 240</td>
<td>* 20</td>
<td>* 240</td>
<td>* 20</td>
<td>* 260</td>
<td>* 260</td>
</tr>
</tbody>
</table>

**Option** - Basis for adoption
1. Statewide average cost ($258)
2. District average cost
3. District average cost with 10% or more noncredit FTES
4. Contiguous district
5. No more than district average cost; no less than statewide average cost.
7. No more than average tuition of 12 states with cost of living comparable to California.

**Notes:**
(A) Excludes Bond funds for Capital Outlay Rate
(B) Includes Bond funds for Capital Outlay Rate
(*) Information was not provided by contiguous district

Updated: 1/3/2018
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. PURCHASE ORDERS AND SHORT TERM AGREEMENTS

930 issued from November 1, 2017 to November 30, 2017 which totaled $4,296,710.

B. FACILITIES ORDER FORMS

52 issued from November 1, 2017 to November 30, 2017 which totaled $307,004.58.

C. PERMITS FOR USE AND CIVIC CENTER PERMITS UP TO 14 DAYS

5 issued from November 1, 2017 to November 30, 2017 for a total income of $4,143 at City.

3 issued from November 1, 2017 to November 30, 2017 for a total income of $4,000 at Harbor.

1 issued from November 1, 2017 to November 30, 2017 for a total income of $1,234 at Southwest.

Recommended by:  
Robert B. Miller, Vice Chancellor

Approved by:  
Francisco G. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________
D. LEASE OF FACILITIES FOR DISTRICT USE AGREEMENTS

4500251173 East. No-cost Facilities Use Agreement with Alliance Judy Ivie Burton Technology Academy for use of two classrooms at the Academy on designated dates and times to provide the Academy students the ability to attend the East Los Angeles College Jaime Escalante Math Program free of cost. This agreement during the period June 1, 2017 to August 11, 2017, inclusive.

4500251175 East. No-cost Facilities Use Agreement with Alliance Ted Tajima High School for use of two classrooms at the High School on designated dates and times to provide Ted Tajima students the ability to attend the East Los Angeles College Jaime Escalante Math Program free of cost. This agreement during the period June 12, 2017 to July 14, 2017, inclusive.

4500251176 East. No-cost Facilities Use Agreement with Alliance Luskin Academy High School for use of one classroom at the Academy on designated dates and times to provide Luskin Academy High School students the ability to attend the East Los Angeles College Jaime Escalante Math Program free of cost. This agreement during the period June 19, 2017 to July 4, 2017, inclusive.

4500251178 East. No-cost Facilities Use Agreement with Alliance Luskin Academy High School for use of three classrooms at the Academy on designated dates and times to provide Luskin Academy High School students the ability to attend the East Los Angeles College Jaime Escalante Math Program free of cost. This agreement during the period June 12, 2017 to August 11, 2017, inclusive.

4500251219 Pierce. No-cost agreement with the Los Angeles Unified School District ("LAUSD") for use of its Headquarters located at 333 South Beaudry Avenue in Los Angeles to allow the Program for Accelerated Education (PACE) program to provide on-site classes to LAUSD classified employees during the period September 1, 2017 to June 30, 2020. No cost.
4500216169 Pierce. Amendment No. 5 to renew agreement with Mill Creek Equestrian Center for use of its facilities to conduct Community Services Classes on designated dates and times during the period July 1, 2017 to June 30, 2018, inclusive. **Total cost: $20,000.**

E. LEASES, USE PERMITS AND CIVIC CENTER PERMITS OF DISTRICT FACILITIES 14 DAYS OR LONGER

4500251081 City. Agreement with Rose and Alex Pilbos Armenian School for the use of the athletic field for soccer practice and games on designated days and times. The permit includes supplies and attendants during the period January 1, 2018 to June 29, 2018, inclusive. **Total income $ 9,580.**

4500250089 Pierce. Agreement with Louisville High School for use of the swimming pool for water polo practice and meets on designated days and times during the period December 5, 2017 to December 28, 2017, inclusive. **Total income: $2,255.**

4500250371 Pierce. Agreement with Louisville High School for use of the softball field for softball practice and games on designated days and times during the period January 1, 2018 to May 9, 2018, inclusive. **Total income: $5,589.**

4500250480 Pierce. Agreement with Viewpoint School for use of the soccer field pit for soccer practice and games on designated days and times during the period November 28, 2017, to February 22, 2018 inclusive. **Total income: $3,990.**

4500250647 Pierce. Agreement with El Camino Real High School for use of the swimming pool for water polo practice and meets on designated days and times during the period December 1, 2017 to December 12, 2017, inclusive. **Total income: $1,269.**

F. LICENSE AGREEMENTS

4500250763 East. Agreement with American Society of Composers Authors & Publishers (ASCAP) for music copyright licenses to be used on
campus during the period July 1, 2017 to June 30, 2022 inclusive. Total cost: $27,000.

4500220930 Educational Services Center. Amendment No. 2 to renew agreement with Votenet Solutions, Inc. to provide a fully-managed web-based voting platform for one Student Trustee and nine Student Body elections via Single Sign-on, under the auspices of the Office of Educational Programs and Institutional Effectiveness, during the period January 14, 2018 to January 13, 2019, inclusive. Total Cost: $31,575.

4500208065 Educational Services Center. Amendment No. 3 to agreement with Hewlett Packard Company to renew license agreement to use its Campuswide Software License Grant software for the Office of Information Technology during the period January 1, 2018 to December 31, 2018, inclusive. Total cost: $8,030.

4500221241 Educational Services Center. Amendment No. 4 to extend agreement with Redwood Software, Inc. to continue to provide Cronacle Software Server software and SAP and SIS System Copy Automation support. Under the auspices of the Office of Information Technology during the period December 31, 2017 to December 30, 2018, inclusive. Total cost: $23,855.

4500250687 Educational Services Center. Agreement with Intellicorp to provide LiveCompare software and license for the Office of Information Technology. The software provides operational analytics and project intelligence by identifying impacts to business processes by code changes. This enables improvement to internal testing capabilities and application quality without increasing testing hours due to the additional automation. The tool reduces the time, complexity and cost involved in application change management, during the period December 21, 2017 to December 20, 2018, inclusive. Total cost: $55,150.

4500229305 Mission. Amendment No. 2 to renew agreement with SARS Software Products, Inc. for SARS (Scheduling and Reporting System) Grid license, and maintenance and support for the
Counseling Department during the period January 15, 2018 to January 14, 2019, inclusive. **Total cost: $3,000.**

4500199097  **Southwest.** Amendment No. 3 to renew agreement with SARS Software Products, Inc. for SARS(Scheduling and Recording Software) Anywhere support license for the Student Services Department during the period January 22, 2018 to January 21, 2019, inclusive. **Total cost: $3,000.**

4500250699  **Valley.** Agreement with Aztec Software Associates, Inc. for license to use its Kaplan HiSet Learning software for the CalWORKs Program during the period during the period July 1, 2017 to June 30, 2019, inclusive. **Total cost: $8,000.**

**G. MAINTENANCE AGREEMENTS**

4500236481  **East.** Amendment No. 1 to Agreement with Konica Minolta Business Solutions to provide maintenance and supplies for the digital imaging equipment located throughout the campus during the period December 18, 2017 to December 17, 2018, inclusive. **Total cost: $8,476.**

4500249564  **East.** Agreement with Intermountain Lock and Security Supply to provide Simple K Program used in the Physical Plant during the period November 1, 2017 to October 31, 2020, inclusive. **Total cost: $1,500.**

4500214567  **Mission.** Amendment No. 2 to renew agreement with Viatron Systems, Inc. for the VTX Management System for the Student Services Department during the period July 1, 2017 to June 30, 2020, inclusive. **Total cost: $38,736.**

4500195765  **Pierce.** Amendment No. 4 to agreement with Pacific Parking Systems to include unlimited programming changes, same day response and extended weekend phone technical support services during the period November 1, 2017 to June 30, 2018, inclusive. **Total cost: $4,345.**
Pierce. Amendment No. 1 to agreement with Canon Solutions America, Inc. to increase the total contract amount for the maintenance of ten imaging systems located in various locations during the period October 23, 2016 to October 22, 2017, inclusive. **Total cost: $630.**

Pierce. Agreement with Canon Solutions America, Inc. for maintenance of ten imaging systems located in various locations during the period October 23, 2017 to October 22, 2018, inclusive. **Total cost: $10,528.**

### H. STUDENT INTERN AGREEMENTS

City. Amendment No. 1 to include joinder agreement with Children’s Hospital Los Angeles and add Children’s Hospital Teaching Clinics LLC to be an additional on-site clinical training location for students enrolled in the Nursing program during the period September 1, 2016 to August 31, 2019, inclusive. **No cost.**

City. **No-cost** agreement with Hollywood Presbyterian Medical Center to provide clinical training for students enrolled in the Radiology, Ultrasound and Medical Assistant program during the period December 1, 2017 to November 30, 2022, inclusive.

### I. SERVICE AGREEMENT - OUTREACH AND MARKETING

Educational Services Center. Amendment No. 3 to extend agreement with Imprenta Communications Group, Inc., to execute a media buy that includes digital social media and radio to the Latino and Asian Pacific Islander communities to promote Spring Enrollment among undocumented students, during the period December 7, 2017 to February 15, 2018. **Total cost: $30,000.**

Educational Services Center. Agreement with Novelas Educativas, LLC. to create and produce an original outreach campaign called "En Confianza - Complete the Dream" for distribution on social media platforms and across LACCD’s nine
campsues to inform, recruit and retain undocumented students. For the "En Confianza Campaign," Novelas Educativas, will write and produce four original documentary-style videos (1-3-min each), one integrated radio spot, and produce two short narrative films (2-3 min each). Period of service January 11, 2018 to May 15, 2018, inclusive. Total cost: $87,720.

4500250601 Harbor. Agreement with CBS Radio dba KTWV-FM to provide audio and digital media advertisement to promote Spring 2018 Career and Technical Education & Awareness enrollments during the period December 1, 2017 to June 30, 2018, inclusive. Total cost: $20,000.

4500251044 Harbor. Agreement with Martin Outdoor Media to provide advertisement on 20 bus stop benches to promote the Career Technical Education and Adult Education programs during the period December 18, 2017 to June 30, 2018, inclusive. Total cost: $5,500.

Various Pierce. Agreements with the following contractors to provide cable TV and mobile/digital advertisements for college recruitment and Career Technical Education Program during the period December 25, 2017 to February 4, 2018, inclusive. Total cost: $57,500.

4500250710 Charter Communications Holdings/Spectrum Reach $17,500
4500250717 Charter Communications Holdings/Spectrum Reach $15,000
4500250718 Q1Media, Inc. $10,000
4500250719 Q1Media, Inc. $15,000

4500248838 Trade-Technical. Agreement with Time Warner Cable to provide targeted advertising to support Fall Enrollment at the college during the period July 20, 2017 to December 31, 2017, inclusive. Total cost: $32,000.
<table>
<thead>
<tr>
<th>Agreement Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4500250694</td>
<td>West. Agreement with Power 106 FM to provide on-air advertising, digital and social media ads to promote the Dental Hygiene program enrollment during the period January 1, 2018 – January 18, 2018, inclusive. <strong>Total Cost:</strong> $10,000.</td>
</tr>
<tr>
<td>4500250698</td>
<td>West. Agreement with KTWV-FM to provide on-air radio advertising, Email &amp; Mobile advertising to promote L. A. College Promise Winter 2018, Spring 2018, and Summer 2018 during the period November 1, 2017 to August 14, 2018 inclusive. <strong>Total Cost:</strong> $22,930.</td>
</tr>
<tr>
<td>4500233436</td>
<td>City. Amendment No. 2 to increase the contract amount with Ebsco Industries to provide periodical subscription services for the Library during the period October 15, 2017 to October 14, 2018, inclusive. <strong>Total cost:</strong> $1,000.</td>
</tr>
<tr>
<td>4500250602</td>
<td>City. Agreement with California State University, Fullerton to partner with the College to implement a summer research program that will introduce students to the elements of data analysis and statistical research methods during the period February 1, 2018 to September 30, 2018, inclusive. <strong>Total cost:</strong> $12,856.</td>
</tr>
<tr>
<td>4500250608</td>
<td>City. Agreement with Pacific Dining to provide catering services for Gear Up 4 LA activities for up to 400 participants for breakfasts and lunches during the period January 1, 2018 to April 30, 2018, inclusive. <strong>Total cost:</strong> $6,397.</td>
</tr>
<tr>
<td>4500251024</td>
<td>City. Agreement with Philip Folsom Programs LLC to develop a faculty mentoring program and team building activities as allowed by the Strong Workforce grant during the period January 1, 2018 to June 30, 2018, inclusive. <strong>Total cost:</strong> $30,000.</td>
</tr>
<tr>
<td>4500251025</td>
<td>City. <strong>No-cost</strong> agreement with Educational Testing Services for a State-approved test center for the delivery of high school equivalency examinations during the period January 1, 2018 to December 31, 2020, inclusive.</td>
</tr>
</tbody>
</table>
4500234488  Districtwide. Amendment No. 2 to extend agreement with Arthur J. Gallagher and Company to serve as the District’s Insurance Broker of Record/Consultant for Employee Health and Welfare Benefits, and supporting the Joint Labor Management Benefits Committee with newsletters during the period June 1, 2017 to December 31, 2018, inclusive. Total cost: $65,352.35.

4500250812  Districtwide. Agreement with TestAmerica Environmental Services, LLC. dba EmLab P&K, LLC, to provide the analysis of air and other samples drawn and submitted by District personnel. Services predominantly in support of College Maintenance and Operations activities, but may also be used to determine if large scale surveys are indicated while planning for construction and demolition abatement projects. Agreement under the auspices of the Division of Human Resources, Employment Health and Safety Department during the period January 1, 2018 to December 31, 2022, inclusive. Total cost not to exceed: $75,000.

4500251242  Districtwide. Agreement with E911 for knowledge transfer and services to migrate college and ESC on premise Microsoft Exchange email to cloud email Microsoft Office 365 in collaboration with college and ESC IT teams. Under the auspices of the Office of Information Technology during the period January 11, 2018 to June 30, 2018, inclusive. Total cost: $84,620.

450024398  East. Amendment No. 1 to extend agreement with ITC Systems for additional licenses for wireless printing for the Go Print System under the auspices of the Information Technology Department during the period November 1, 2017 to October 31, 2019 inclusive. Total cost: $2,000

4500250765  East. Agreement with Party Planet to provide materials and set up for the ELAC Majors Fair 2017 hosted by the Career and Workforce Development Department at the South Gate Education Center on November 11, 2017. Total cost: $6,000.
Educational Services Center. Amendment No. 4 to extend agreement with North State Environmental, Inc. as authorized by the Board of Trustees on June 13, 2012 (Com. No. BSD2) as a result of an Invitation for Bid # 12-02 for the characterization, collection and disposal of hazardous materials and hazardous wastes generated during the course of District operations, maintenance, abatement, and other project activities. Included are testing, calibration, and routine maintenance of petroleum fuel tanks at the District’s Colleges and Educational Services Center, during the period January 1, 2018 to June 30, 2018, inclusive, during the issuance and evaluation of a new RFP submittals, under the auspices of the Office of Human Resource’s Risk Management Unit. Total cost not to exceed: $82,500.

Educational Services Center. Amendment No. 3 to renew agreement with Reiss-Woznak Medical Clinic to perform medical fitness-for-duty examinations of permanent District employees, under the auspices of the Human Resources Division, during the period July 1, 2017 to June 30, 2018, inclusive. Total cost: $10,000.

Educational Services Center. Amendment No. 1 to agreement with the McCallum Group to provide funding for services in support of the AB19 Social Media Campaign including reimbursable travel expenses during the period September 1, 2017 to October 31, 2017, inclusive. Total cost: $6,500.

Educational Services Center. Amendment No. 1 to agreement to add services provided by Educational Computer Systems Inc., Heartland (ECSI). ECSI will provide a welcome notice letter issued to students who have received Perkins loans, under the auspices of the Central Financial Aid Unit. Period of service during December 1, 2017 through the current ending period of contract July 12, 2020, inclusive. Total cost: $2,890.
<table>
<thead>
<tr>
<th>Com. No.</th>
<th>Division</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>4500251067</td>
<td>Educational Services Center</td>
<td>Agreement with Educational Computer Systems Inc., Heartland (ECSI) in conjunction with the SIS modernization project to secure services to merge the 1098-T tax data from the legacy SIS system and transfer to the Peoplesoft SIS system. This is a one-time project to consolidate the file and report to the Internal Revenue Service and students during the period November 1, 2017 to March 31, 2018, inclusive. <strong>Total cost: $15,000.</strong></td>
</tr>
<tr>
<td>4500251262</td>
<td>Educational Services Center</td>
<td>Agreement with GROM, an SAP Silver Partner, to provide technical support in the implementation of new SAP fiscal roles in the Segregation of Duty (SOD) project. Scope of work will include assistance in the revision of legacy roles, creation of new roles, separation and isolation of SOD conflicts, and the propagation of the roles in testing, quality assurance and production environments during the period January 11, 2018 to September 30, 2018, inclusive. <strong>Total cost: $78,000.</strong></td>
</tr>
<tr>
<td>4500250690</td>
<td>Mission</td>
<td>Agreement with Aura Echeverria for event planning, coordination of partner meetings, location walkthroughs, vendor management, guest management and VIP management services for the Manufacturing Event, California Wellness Greet and Meet, Government Luncheon, Mayor’s Office DACA Enrollment Event and SBA Workshop for the Administrative Services during the period July 1, 2017 to October 31, 2017, inclusive. <strong>Total cost: $20,000.</strong></td>
</tr>
<tr>
<td>4500223988</td>
<td>Pierce</td>
<td>Amendment No. 2 to renew agreement with Gradgears dba Gradguru for subscription to its mobile app to promote student success by enabling regular communication with students. It is designed to increase student engagement across campus services while complementing instruction for the Counseling Department. For the period January 1, 2018 to December 31, 2018, inclusive. <strong>Total cost: $13,498.</strong></td>
</tr>
</tbody>
</table>
Pierce. Amendment No. 1 to agreement with MC Catering, Inc. to provide an additional 362 lunches for participants of the 2017 Fun Under the Sun Summer Day Camp for the Community Services Department during the period July 1, 2017 to August 4, 2017, inclusive. **Total cost:** $3,427.

Southwest. Agreement with Neighborhood House Association to provide professional development focused on developing a culture of “Service Excellence” as allowed by the Student Success and Support Credit Program grant during the period November 20, 2017 to May 31, 2018, inclusive. **Total cost:** $16,000.

Trade-Technical. Agreement with Maker City, LLC to provide venue for the Fall 2017 Golden Thimble Fashion Show during the period December 7, 2017 to December 8, 2017, inclusive. **Total cost:** $7,400.

Valley. Agreement with Ebsco Industries to provide periodical subscriptions for the library during the period April 1, 2018 to March 31, 2019, inclusive. **Total cost:** $5,224.

Valley. Agreement with Los Angeles Unified School District for Cleveland High School to develop, align and implement a career pathway program in Design Visual Media Arts particularly in Media Arts/Radio TV Film Production for the LA Hi-TECH Pathways grant during the period July 1, 2017 to June 30, 2018, inclusive. **Total cost:** $100,000.

Valley. Agreement with Los Angeles Unified School District, Van Nuys High School to further develop, align and implement a career pathway program in advanced manufacturing. Provide staff to work on the program as well as professional development for administrators and all participating teachers. The high school will provide $204,000 in-kind matching funds in the form of salaries and time spent on program design and grants, during the period August 15, 2017 to June 30, 2019. **Total cost:** $90,000.
Van de Kamp Innovation Center. Amendment No. 3 to renew agreement with Time Warner Cable to upgrade the existing telecommunication and internet services from 100 megabyte per second to Intrastate One (1) gigabyte per second transmission line, during the period July 1, 2017 to October 30, 2018, inclusive. **Total estimated cost:** $18,000.

Various Pierce. Agreements with the following contractors to develop, align and implement career pathway programs in Design Visual Media Arts, Media Arts/Radio TV Film Production, and Graphic Design and Information Communication Technology in particularly in Computer Science. Funding Provided by the Career Technical Education Program, LA Hi-TECH Pathways grant during the period September 1, 2017 to June 30, 2018, inclusive. **Total cost:** $184,000.

4500250707 Birmingham High School $43,000  
4500250708 Taft High School $53,000  
4500250720 Chatsworth Charter High School $88,000

Various Valley. Amendment No. 2 to extend agreements with Commercial Meat Company to provide refreshment for Upward Bound (UB) and Upward Bound Math & Science (UBMS) Programs participants as allowed by the UB and UBMS grants during the period July 1, 2017 to September 30, 2017, inclusive. **Total cost:** $4,800.

4500231492 Upward Bound Math & Science $2,400  
4500231493 Upward Bound $2,400

Various West. Various amendments and agreements with Ramona Munsell and Associates, Inc. to provide grant consulting services during the period September 1, 2017 to August 31, 2018, inclusive:

4500220419 Amendment No. 4 to agreement for the TRIO Student Support Services program. **Total Cost:** $25,000.
4500235319 Amendment No. 3 to agreement for the TRIO Talent Search Project. **Total Cost: $13,834.**

4500235320 Amendment No. 1 to agreement for the TRIO Educational Opportunity Center Project. **Total Cost: $11,533.**

4500250681 Agreement for the Upward Bound Math and Science Project parts 1 and 2. **Total Cost: $35,102.**

4500250685 Agreement for the Upward Bound Project 1. **Total Cost: $14,564.**

4500250682 Agreement for the Upward Bound Project 2. **Total Cost: $12,536.**

**K. SPECIAL GRANT FUNDED EXPENDITURES AGREEMENTS**

4500180861 **City.** Agreement with Yosemite Community College to fund the Child Development Training Consortium to address the critical shortage of qualified Early Childhood teachers during the period September 1, 2017 to June 30, 2018, inclusive. **Total: $10,000.**

4500251220 **Districtwide.** Agreement with LAUSD to fund the procurement and implementation of LiteracyPro software as part of the Los Angeles Regional Adult Education Consortium during the period of November 1, 2017 to December 31, 2018 inclusive. **Total: $77,500.**

4500251221 **Districtwide.** Agreement with the Board of Governors of the California Community Colleges Chancellor’s Office to fund LACCD Colleges through the auspices of the Adult Education Block Grant program as part of the Los Angeles Regional Adult Education Consortium. Colleges to develop and implement a multi-faceted approach to serve adult education needs in the LACCD service area during the period of July 1, 2017 to December 31, 2019 inclusive. **Total: $7,185,004.**
4500205783 East. Amendment No. 2 to renew agreement with the California Community Colleges Chancellor’s Office to fund the SB1070 Pathways Linkage and Alignment Project under the auspices of the Student Services department during the period June 1, 2017 to June 30, 2018, inclusive. Total: $250,000.

4500250762 East. No-Cost agreement with the South Bay Workforce Investment Board to provide classroom training and individual referral services under the auspices of the Workforce Development department during the period July 1, 2017 to June 30, 2019, inclusive.

4500250766 East. Agreement with the Los Angeles County Office of Education to provide Child Development courses for up to 70 students under the auspices of the Career Education and Workforce Development department during the period October 17, 2017 to June 30, 2018, inclusive. Total: $360,630.

4500234937 Harbor. Agreement with U.S. Department of Education to fund the Science/ Technology/ Engineering and Math (STEM) Success, Transfer, and Equity Program (STEP) grant to increase the completion and transfer rates in STEM fields among the targeted populations, Hispanic and low-income students during the period October 1, 2017 to September 30, 2018, inclusive. Total: $1,200,000.

4500193141 Mission. Amendment No. 4 to renew agreement with Chabot – Las Positas Community College District to provide resources and to issue stipends for the implementation of the California Early Childhood Mentor Program for the Child Development Department during the period August 1, 2017 to July 31, 2018, inclusive.

4500236686 Mission. Amendment No. 2 to renew agreement with California Community Colleges Chancellor’s Office to fund the Foster and Kinship Care Education Program to provide five workshops focusing on awareness and identification of Commercial Sexual Exploitation of Children during the period July 1, 2017 to June 30, 2018, inclusive. Total: $6,750.
Mission. Amendment No. 1 to renew agreement with The California Community College Foundation to fund up to 14 series of training workshops for potential foster and adoptive parents and caregivers. Services are provided under the auspices of the California Foster and Kinship Care Education Program during the period January 1, 2018 to December 31, 2018, inclusive. **Total: $37,800.**

Pierce. Amendment No. 1 to renew agreement with University Corporation – California State University Northridge to fund the Bridging the Gap: Enhancing AIMS² (Attract, Inspire, Mentor and Support Students) for Student Success Program during the period October 1, 2017 to September 30, 2018, inclusive. **Total: $49,940.**

Southwest. Amendment No. 3 to renew agreement with California Community Colleges Chancellor’s Office to fund the special allocation on Commercial Sexual Exploitation of Children in Foster and Kinship Education Program during the period July 1, 2017 to June 30, 2018, inclusive. **Total: $13,000.**

Trade-Technical. Agreement with the California Workforce Development Board to fund the Energy Efficiency and Construction Training program for up to 250 students under the auspices of the Workforce Development Department during the period June 1, 2017 to June 30, 2018, inclusive. **Total: $345,750.**

Trade-Technical. Agreement with the State of California-Innovation in Higher Education to fund the Pathways for Academic, Career and Transfer Success (PACTS) Framework Training program to develop educational pathways under the auspices of the Workforce Development Department during the period June 1, 2017 to June 30, 2018, inclusive. **Total: $2,000,000.**
4500250497  
**Trade-Technical.** Agreement with the California Workforce Development Board to fund the Pathways to Academic, Career and Transfer Success program for up to 100 students under the auspices of the Workforce Development Department during the period April 1, 2017 to March 30, 2019, inclusive. Total: $637,500.

4500250499  
**Trade-Technical.** Agreement with the Coalition for Responsible Community Development to fund Project Tipping Point for up to 75 students under the auspices of the Workforce Development Department during the period September 1, 2016 to December 31, 2018, inclusive. Total: $251,586.

4500250500  
**Trade-Technical.** Agreement with the Coalition for Responsible Community Development to fund the South Los Angeles Youth Build Program for up to 200 students under the auspices of the Workforce Development Department during the period October 17, 2016 to February 2, 2020, inclusive. Total: $250,000.

4500250501  
**Trade-Technical.** Agreement with Rancho Santiago Community College District to fund Strong Regional Workforce program to provide data on skills that are required to find employment in the current marketplace under the auspices of the Workforce Development Department during the period July 1, 2016 to June 30, 2020, inclusive. Total: $1,467,377.

4500250502  
**Trade-Technical.** Agreement with the Workforce and Economic Development Division to fund the Assessment, Remediation and Retention for Associate Degree Nursing under the auspices of the Workforce Development Department during the period July 1, 2017 to June 30, 2018, inclusive. Total: $57,000.

4500250503  
**Trade-Technical.** Agreement with the Workforce and Economic Development Division to fund the Enrollment Growth for Associate Degree Nursing program under the auspices of the Workforce Development Department during the period July 1, 2017 to June 30, 2018, inclusive. Total: $154,000.
4500250504  Trade-Technical. Agreement with the Workforce and Economic Development Division to fund the California Apprenticeship Initiative for New Innovation Head Start Apprenticeship for up to 60 participants under the auspices of the Workforce Development Department during the period January 18, 2017 to January 31, 2019, inclusive. **Total: $999,952.**

4500250505  Trade-Technical. Agreement with the San Diego Community College District to fund the Automotive Technology for Advanced Plug-In Vehicles Transportation program under the auspices of the Workforce Development department during the period March 24, 2017 to February 28, 2018, inclusive. **Total: $198,582.**

4500250506  Trade-Technical. Agreement with California Labor and Workforce Development Agency’s Employment Training Panel to fund the Incumbent Worker Training Project. Program offers short-term technical training services for up to 1,480 students under the auspices of the Workforce Development department during the period August 26, 2017 to August 25, 2019, inclusive. **Total: $948,215.**

4500224565  Valley. Amendment No. 2 to extend agreement with City of Los Angeles Economic & Workforce Development Department for that agency to fund the Industry Sector Partnership Initiative to provide customized employment training services to City of Los Angeles WorkSource Centers’ participants during the period July 1, 2017 to June 30, 2018, inclusive. **Total: $89,000.**

4500250700  West. Agreement with the U.S. Department of Education to provide supplemental funding awarded as a result of a 2.5% increase to TRIO grantees to fund 70 TRIO Upward Bound-Dorsey High School students during the period October 1, 2017 to September 30, 2022, inclusive. **Total: $7,479.**

L. STUDENT TRANSPORTATION ITEMS

All buses are licensed by the Public Utilities Commission and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety.
4500250767  East. Agreement with American Transportation Systems to provide additional bus transportation services for various events and field trips for Student Services Programs during the period November 1, 2017 to June 30, 2018, inclusive. Total Cost: $20,000.

4500250768  East. Agreement with The Bus to provide shuttle bus services between the South Gate educational Center and the Main Campus for students and faculty during the period January 1, 2018 to February 1, 2018, inclusive. Total Cost: $15,300.

4500239851  West. Amendment No. 2 to increase contract amount on agreement with All Aboard Charters dba LADD Corporation to provide bus transportation services for TRIO Talent Search participants traveling between various local high schools and the college during the period August 1, 2017 – August 31, 2018. Total Cost: $12,000.

M. EDUCATIONAL PROGRAMS – FISCAL AGENT, STUDENT SUCCESS

4500250801  Educational Services Center. Agreement with Center for Organizational Responsibility & Advancement (Dr. Luke Wood) to deliver the keynote and lead a panel presentation at the SoCal Equity Institute for approximately 75 faculty from various community colleges throughout the state. Activity to occur on November 18, 2017 at the Kellogg West Conference Center at Cal Poly Pomona. The Equity Institute is part of the Equity Community of Practice of the ESL/Basic Skills Professional Development Grant. This item is part of a partnership under the ESL/Basic Skills Professional Development grant funded by the California Community Colleges Chancellor's Office. LACCD is the fiscal agent for the grant and, as such, is required to enter into and fund agreements in order to achieve the desired results of the grant program. Total cost: $7,000.

4500251063  Educational Services Center. Agreement with Dr. Veronica A. K. Neal to provide keynote speech and facilitate panel discussions for approximately 75 faculty statewide at Equity Institute activities, during the period November 17, 2017 to March 10,
2018. As required by the grant, Equity Institutes are held regionally (in Pomona and Santa Clara). This item is part of a partnership under the ESL/Basic Skills Professional Development grant funded by California Community Colleges Chancellor's Office. LACCD is the fiscal agent for the grant and, as such, is required to enter into and fund agreements with individuals to provide for workshops on specified dates and locations. **Total cost:** $8,000

4500246777  **Educational Services Center.** Agreement with Kimberly Costino to conduct Basic Skills Initiative (BSI) Coordinator work as part of the 3CSN ESL/Basic Skills Professional Development Grant. These items are part of partnership under the ESL/Basic Skills Professional Development Grant funded by California Community Colleges Chancellor's Office. LACCD is the fiscal agent for the grant and as such, is required to enter into and fund agreements with districts to coordinate grant activities across the state, during the period July 1, 2017 to June 30, 2018, inclusive. **Total cost:** $5,000.

N. **SETTLEMENT OF CLAIMS**

**BC599859 West.** Settlement of a personal injury lawsuit for $17,250.

*Background:* Settlement of a personal injury lawsuit filed by Rosie Shields for $17,250.

**BC653177 Southwest.** Settlement of a whistleblower retaliation lawsuit for $45,000.

*Background:* Settlement of a whistleblower lawsuit filed by Linda Brady for $45,000.
Subject: APPROVE BUSINESS SERVICES ACTIONS

I. AUTHORIZE PROFESSIONAL SERVICES AGREEMENTS

Authorize an Agreement with ERPA Analyst Inc., an Oracle Platinum partner, to provide post-production support for LACCD’s use of PeopleSoft Campus Solutions. Support will include functional and technical assistance, troubleshooting and defect resolution including regular updates and software patches and database and system administration for the upgrade from Campus Solutions 9.0 to 9.2. ERPA will also provide knowledge transfer and training for both functional and technical users so District staff take full ownership of the enterprise system. ERPA will provide support for the period of January 11, 2018 to June 30, 2019, inclusive. Total cost not to exceed: $2,089,776.

Background: This award of agreement is being issued pursuant to the District’s anticipated need for 18 months of post-production support following the implementation of PeopleSoft Campus Solutions. The existing implementation firm submitted a proposal and quote as requested in the current contract. The District also sought proposals from other companies and reviewed the proposals for pricing, capabilities, and technical approach. Following the rating of these proposals and subsequent reference checking, ERPA Analyst Inc. was selected as the successful company to perform the required work. The District anticipates that support will be heaviest in the initial six months and scale back as all operational, development and updating responsibilities are shifted to District Information Technology. The contract is under the auspices of the District Information Technology and funding is through the Student Information System Completion funds.

Recommended by:  
Robert B. Miller, Vice Chancellor

Approved by:  
Francisco C. Rodriguez, Chancellor
Authorize an Agreement with Grant Thornton to conduct a SAP Segregation of Duty review as required in the corrective action plan for the 2016-2017 LACCD audit. The work will include analysis of roles and an assessment of access and Government Risk and Compliance (GRC) rule sets to determine which conflicts between user roles need to be redesigned. Grant Thornton will work with users to define needed access and with the SAP team to resolve conflicts, confirm existing Rule Sets in SAP GRC, ensure rule and roles conform to key business processes and develop tools for regularly reviewing the implementation of new rules related to segregation of duties. Work to be performed during the period January 11, 2018 to September 30, 2018, inclusive. Total cost: $230,100 plus up to $34,500 for approved reimbursable travel expenses.

Background: This award of agreement is being issued pursuant to the recommendation from the District audit. A plan was developed to come into full compliance by the beginning of fiscal year 2018-2019. The contract includes all elements recommended by the audit and will allow for a timely completion. The District solicited quotes from current auditing firms working with the District as well as outside firms. Those firms with relationships to the District cited conflicts of interest that would prevent them from completing the current scope of work and subsequently validate the results of that scope. Grant Thornton’s proposal was deemed to be the best value and has significant experience working with SAP and with local and international auditing. This contract is under the auspices of District Information Technology and funding is through the Chancellor’s Innovation funds.

II. AUTHORIZE SERVICE AGREEMENT

Authorize an agreement with the International Institute of Los Angeles to provide meals for eligible children enrolled in the Child Care Center at Los Angeles Valley College, under the auspices of the College’s Child Care Program during the period October 1, 2017 to September 30, 2018, inclusive, at a total cost of $150,000.

Background: The Child and Adult Care Food Program (CACFP) administers federal requirements to provide child development centers at the district’s College’s with the ability to make meals available to all children enrolled. Eligible participants are the children of student-parents, mostly of low-income levels, who attend the College full or part-time, enrolled in college-level coursework or ESL classes during day or evening hours. Children are 2½ to 12 years old. Typically, 150 families are enrolled for as many as 226 days...
each year between the hours of 7:45 am to 10:20 pm. Program performance and evaluation are documented on a daily, monthly and annual basis as records of the meals produced and served are counted at the point of service and recorded for reimbursement through the CACFP. Funding is through a Nutrition Services Division grant from the California Department of Education.

III. RATIFY PROFESSIONAL SERVICES AGREEMENT

Ratify an Agreement with Best, Best, and Krieger, LLP, to be named as the Lead Construction Counsel on the Districts Bond program, under the auspices of the Office of General Counsel. The District has retained this firm over several years with exceptional results. Fees for this agreement are based on the key personnel billing rates ranging from $275/per hour to $325/per hour. Period of service from December 1, 2017 to November 30, 2018, inclusive.

Background: This agreement awarded pursuant to Government Code 53060 providing for the entry into agreements without the solicitation of formal proposal for specialized services. Funding through Districtwide General Counsel funds.

IV. RATIFY ACCEPTANCE OF DONATIONS

A. Los Angeles Valley College

1. Cash donation in the amount of $3,000 from the Los Angeles Valley College Foundation, to be used to purchase equipment for the Commercial Music Program.

2. Cash donation in the amount of $10,000 from the Los Angeles Valley College Foundation, to be used to pay for the Historical Museum personnel.

3. Cash donation in the amount of $15,000 from the Los Angeles Valley College Foundation, to be used to purchase supplies and equipment for the Media Arts Broadcasting TV Studio.
4. One iMac 21.5" computer, from Los Angeles Valley College Foundation, valued at $2,427.99 by the donor, to be used in the Earth Science Department’s faculty office.

V. ADOPT FINDING OF BIDDING IMPRACTICABILITY AND AUTHORIZE AN AWARD OF CONTRACT FOR SPACE TO ADVERTISE

Authorize the following actions to provide an exception to the public bidding requirements under Public Contract Code section 20651 due to impracticability and authorize a contract with Outfront Media Group, LLC on behalf of the Los Angeles County Metropolitan Transit Authority (LACMTA) to provide advertising space to Los Angeles Trade-Technical College for the period of January 11, 2018 to November 30, 2018, inclusive at a cost of $444,390.

A. Adopt a finding of bidding impracticability as established by case law authority in Graydon vs. Pasadena Redevelopment Agency which exempts a public agency from formal bidding if the process poses a significant disadvantage to the public entity and makes it impossible to obtain what is required in the procurement.

B. Authorize an agreement to provide advertising space to Los Angeles Trade-Technical College.

Background: On November 30, 2017, the Board of Directors of the Los Angeles County Metropolitan Authority awarded a contract to Outfront Media Group, LLC for administration of ad space on its bus lines pursuant its public procurement solicitation processes. This award gave Outfront Media Group, LLC sole authority to contract on behalf of LACMTA for advertising space at fixed rates during the period of services that the College will be utilizing this marketing method. As such, no other vendor is able to bid on any public procurement issued for advertising on LACMTA buses at this time.

The contract with Outfront Media Group, LLC includes advertising on 45 Bus tails, 30 Bus Queens-Dash, 20 Kings with Headliners, 200 Bus Interiors, 75 Rail interiors, 20 two sheets, and 18 Transit Shelters over 36 weeks for the purpose of marketing the college. This advertising campaign will be funded out of the College’s Student Equity Funds.
Subject: **APPROVE FACILITIES PLANNING AND DEVELOPMENT REPORT**

The following items are recommended for approval by Facilities Planning and Development as part of the Consent Calendar for the Board of Trustees Meeting Agenda for the date shown.

The Consent Calendar may be approved with a single vote. Any member of the Board of Trustees has the authority to remove any item listed and have it included on the Action Calendar for a separate vote.

I. **AUTHORIZED PROFESSIONAL SERVICES AGREEMENTS**

A. Action

Authorize an agreement with Clerkin and Clerkin Architects, Inc. to provide architectural and engineering services for the Upgrade of Four Elevators project at Los Angeles City College from January 11, 2018 through January 10, 2019 at a cost not to exceed $131,000 inclusive of eligible reimbursable expenses.

**Background**

The purpose of this Agreement is to obtain Architectural and Engineering services to provide design, construction administration, and project closeout services for the Four Elevator Upgrade project at Los Angeles City College.
Request for Proposals were sent to four (4) architectural and engineering companies. Clerkin and Clerkin Architects had the lowest proposal among the two (2) proposals that were received. Two (2) other companies refused to participate.

Funding and Development Phase


B. Action

Authorize an agreement with TDM Architects, Inc. to provide Architectural and Engineering services for the Upgrade of Cypress and Sequoia Hall Freight Elevators project at Los Angeles Trade-Technical College from January 11, 2018 through January 10, 2019 at a cost not to exceed $69,850 inclusive of eligible reimbursable expenses.

Background

The purpose of this Agreement is to obtain Architectural and Engineering services to provide design, construction administration, and project closeout services for the Cypress and Sequoia Hall Freight Elevator Upgrade project at Los Angeles Trade-Technical College.

Request for Proposals were sent to four (4) architectural and engineering companies. TDM Architects had the lowest proposal among the three (3) proposals that were received.

Funding and Development Phase

C. Action

Authorize Agreements with the firms listed below to provide Mechanical, Electrical and Plumbing related engineering consulting services and to provide staff for a variety of projects on a Task Order basis District-wide. Assignments to be made by the Program Management Office (PMO) or the appropriate District entity for three (3) base years, plus two (2) one (1) year options for a maximum of five (5) years total at a combined not to exceed cost of $5,000,000:

- Alana Buick & Bers Inc.
- d’Autrement-Helms & Associates, Inc. d/b/a dHA + CALPEC
- Henderson Engineers Inc.
- ICI Engineers Inc.
- IDS Group, Inc.
- IMEG Corp. d/b/a TTG Engineers
- Roshanian & Associates Inc.
- Salas O’Brien Engineers, Inc.
- S&K Engineers
- Southland Engineering

Background

This request seeks to establish a bench of Task Order based Agreements with the firms listed above to provide Mechanical, Electrical and Plumbing (MEP) related engineering consulting services District-wide. Examples of assignments include, but are not limited to: conducting feasibility and economic studies including development of cost models, reviewing site conditions and providing analysis and recommendations, formulating technical solutions for system deficiencies and failures, conducting forensic analysis and reporting, reviewing contractor submittals, and assisting with commissioning as needed.

The firms listed above were selected as the result of a pre-qualification and evaluation process by the Program Manager. A Request for Qualifications (RFQ) was issued, ten (10) firms submitted Statements of Qualifications (SOQ’s), and ten (10) firms (listed above) received scores high enough to allow their eligibility to provide Mechanical, Electrical and Plumbing related consultant services as needed. Four (4) of the ten (10) firms meets the definition of an LSEDV-owned business as set forth by the Board of Trustees.
Award History

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Number of Previous Awards</th>
<th>Cumulative Original Award Total ($)*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alana Buick &amp; Bers Inc.</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td>d’Autrement-Helms &amp; Associates, Inc. d/b/a dHA + CALPEC</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td>Henderson Engineers Inc.</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>ICI Engineers Inc.</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td>IDS Group, Inc.</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>IMEG Corp. d/b/a TTG Engineers</td>
<td>2</td>
<td>N/A</td>
</tr>
<tr>
<td>Roshanian &amp; Associates Inc.</td>
<td>2</td>
<td>N/A</td>
</tr>
<tr>
<td>Salas O’Brien Engineers, Inc.</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>S&amp;K Engineers</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td>Southland Engineering</td>
<td>0</td>
<td>N/A</td>
</tr>
</tbody>
</table>

* Cumulative Original Award Totals ($) are not inclusive of Task Order based bench agreements.

Funding and Development Phase

Funding is through Propositions A/AA, Measures J/CC, the General Fund, and Non-Bond funds. Specific assignments to be made as needed by Task Order. All Phases.

II. RESCIND AUTHORIZATION TO AWARD CONSTRUCTION CONTRACT AND AUTHORIZE CONSTRUCTION CONTRACT

Actions

A. Rescind the authorization to award a contract with Power Testing and Energization, Inc. for the provision of general construction services for the
Replace Electrical Infrastructure Campus Wide - Phase 1 project at Los Angeles Pierce College at a cost of $48,256; and

B. Authorize a contract with Halco Testing Services, Inc. to provide general construction services for the Replace Electrical Infrastructure Campus Wide - Phase 1 project at Los Angeles Pierce College at a cost of $52,600. 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

On November 1, 2017 (Com. No. FPD1), the Board of Trustees authorized award of a contract with Power Testing and Energization, Inc. to provide general construction services for the Replace Electrical Infrastructure Campus Wide - Phase 1 project including inspection, high voltage testing, and implementation of corrective measures for the 5kV load interrupting switches. Subsequently, Power Testing and Energization, Inc. withdrew their bid. The District has accepted the withdrawal, with no penalty and, per Section 5106 of the Public Contract Code, proposes award of the contract to the second lowest bidder. Halco Testing Services, Inc. is the lowest second bidder at the cost of $52,600.

Funding and Development Phase

Funding is through 2013 - 2014 Scheduled Maintenance funds. Work Order No. 40000727. Construction Phase. Non-Bond project.

III. RATIFY CHANGE ORDER FOR CONSTRUCTION CONTRACT GREATER THAN $30,000 ISSUED UNDER THE STANDARD “DESIGN-BID-BUILD” METHOD OF PROJECT DELIVERY

A. Action

Ratify Change Order No. 1 to Construction Contract No. 4500230410 with San Marino Roof Co. Inc for additional roofing services for the General Classroom Roof project at Los Angeles Harbor College at a credit of $(240).

Inclusive of this change order, the total cost of this Construction Contract is reduced to $108,562.
Background

This agreement was authorized by the Board of Trustees on July 13, 2016 (Com. No. FPD1) with San Marino Roof Co. Inc. to provide roof replacement services for this project. This change order represents (0.03%) of the original contract value of $108,802.

The following services have been completed and are requested to be ratified:

Due to unforeseen conditions:

- Credit for roofing material not used.

Funding and Development Phase


B. Action

Ratify Change Order Nos. 1 through 4 to Construction Contract No. 4500231073 with Angeles Contractor, Inc. for additional construction services for the Faculty Office Roadway - Increment #2 project at Los Angeles Pierce College at a cost of $63,853:

<table>
<thead>
<tr>
<th>Change Order No.</th>
<th>Cost</th>
<th>Percentage of Original Contract Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$2,383</td>
<td>0.51%</td>
</tr>
<tr>
<td>2</td>
<td>$6,334</td>
<td>1.34%</td>
</tr>
<tr>
<td>3</td>
<td>$47,115</td>
<td>10.00%</td>
</tr>
<tr>
<td>4</td>
<td>$8,023</td>
<td>1.70%</td>
</tr>
</tbody>
</table>

Inclusive of these change orders, the total cost of this Construction Contract is $534,853.
Background

This agreement was authorized by the Board of Trustees on August 10, 2017 (Com. No. FPD1) with Angeles Contractor, Inc. to provide construction services for this project. The original contract value is $471,000.

The following services have been completed and are requested to be ratified:

1. Due to unforeseen conditions:

   - Change Order No. 1 - Encased existing utilities after it was discovered that existing utilities were located only eight inches below the pavement and not shown on as-built drawings as such.
   - Change Order No. 2 - Replaced a curb discovered during excavation to have collapsed due to a lack of base and foundation.
   - Change Order No. 3 - Installed a garden wall to allow construction of a new sidewalk and protect existing building equipment after it was discovered that the existing slope was unable to handle the elevation of the new sidewalk due to its proximity to the existing building and its equipment.
   - Change Order No. 4 - Relocated irrigation control valve boxes discovered to conflict with the installation of the footing of the new garden wall.

Funding and Development Phase


C. Action

Ratify Change Order No. 1 to Construction Contract No. 4500238156 with Xcel Mechanical Systems, Inc. for additional construction services for the Training Pool Heater and Variable Frequency Drives (VFD) project at Los Angeles Valley College at a cost of $8,634.

Inclusive of this change order, the total cost of this Construction Contract is $248,611.
Background

This agreement was authorized by the Board of Trustees on February 8, 2017 (Com. No. FPD1) with Xcel Mechanical Systems, Inc. to provide general construction services for this project. This change order represents 3.6% of the original contract value of $239,976 and an extension of 69 calendar-days to the time period of completion.

The following services have been completed and are requested to be ratified:

Due to unforeseen conditions:

- Rerouted chemical piping and extended electrical wiring not accurately detailed on as-built drawings and discovered to conflict with larger than anticipated VFD cabinets.

Funding and Development Phase


D. Action

Ratify Change Order No. 1 to Construction Contract No. 4500246241 with Nelson Moreno d/b/a Epsilon Engineering for additional Construction services for the Remove/Replace Rain Gutters – Child Development Center project at West Los Angeles College at a cost of $4,000.

Inclusive of this change order, the total cost of this Construction Contract is $54,700.

Background

This agreement was ratified by the Board of Trustees on December 6, 2017 (Com. No. FPD1) with Nelson Moreno d/b/a Epsilon Engineering to provide Construction services for this project. This change order represents 7.9% of the original contract value of $50,700.
The following services have been completed and are requested to be ratified:

Due to unforeseen conditions:

- Upon removal of the existing rain gutters, it was determined in the field that the proper method of resealing the metal roofing material over the gutter edge was to retrim the sheet metal roofing back and apply a sealant between the resulting edge of the roofing to the gutter.

Funding and Development Phase

Funding is through 2016 - 2017 Scheduled Maintenance funds. Replace Rain Gutters. Work Order No. 40001352. Construction Phase, Non-Bond project.

IV. AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACT

A. Action

Authorize Acceptance of Completion of Contract No. 4500237212 with Montgomery Hardware Co. to provide general construction services for the Doors and Hardware Replacement, Communications and Rad Tech. Buildings, Phase 2 project at Los Angeles City College with a substantial completion date of December 15, 2017.

Background

This contract was authorized by the Board of Trustees on January 11, 2017 (Com. No. FPD1).

The total cost of this contract is $197,510.

Funding and Development Phase

B. Action

Authorize Acceptance of Completion of Contract No. 4500230410 with San Marino Roof Co, Inc. to provide general construction services for the General Classroom Roof project at Los Angeles Harbor College with a substantial completion date of September 29, 2017.

Background

This contract was authorized by the Board of Trustees on July 13, 2016 (Com. No. FPD1).

The total cost of this contract is $108,802.

Funding and Development Phase


C. Action

Authorize Acceptance of Completion of Contract No. 4500238156 with Xcel Mechanical Systems, Inc. to provide general construction services for the Training Pool Heater and Variable Frequency Drives (VFD) project at Los Angeles Valley College with a substantial completion date of November 14, 2017.

Background

This contract was authorized by the Board of Trustees on February 8, 2017 (Com. No. FPD1).

The total cost of this contract is $248,611.
Funding and Development Phase


D. Action

Authorize Acceptance of Completion of Contract No. 33861 with Balfour Beatty Construction to provide general construction services for the Campus-Wide Telecommunications Upgrade project at Los Angeles Pierce College with a substantial completion date of October 31, 2015.

Background

This contract was authorized by the Board of Trustees on December 3, 2014 (Com. No. FPD2).

The total cost of this contract is $1,251,865.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Campus-Wide Telecommunications Upgrade 35P.5544.03.04. Construction Phase.

E. Action

Authorize Acceptance of Completion of Contract No. 4500246241 with Epsilon Engineering to provide general construction services for the Remove and Replace Rain Gutters project at West Los Angeles College with a substantial completion date of October 9, 2017.

Background

This contract was ratified by the Board of Trustees on December 12, 2017 (Com. No. FPD1).

The total cost of this contract is $54,700.
Funding and Development Phase


V. AUTHORIZE AMENDMENTS TO LEASE AGREEMENTS

A. Action

Authorize Amendment No. 6 to Lease Agreement No. 32668 with Mod Space for the option to purchase one (1) 48’ x 60’ modular building for the Furniture, Fixtures, and Equipment (FF&E)-Mission project at Los Angeles Mission College as of February 8, 2018 at a cost of $50,972. If applicable, all sales tax shall be paid.

Inclusive of this amendment, the total amount of this lease agreement is $259,833.

Background

This agreement was authorized by the Board of Trustees on October 7, 2009 (Com. No. FPD1). An amendment of this lease agreement is requested to purchase one (1) 48’ x 60’ modular building to be used by the College Project Team at Los Angeles Mission College.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Furniture, Fixtures and Equipment (FF&E) – Mission 40J.5455.05. All Phases.

B. Action

Authorize Amendment No. 7 to Lease Agreement No. 32733 with Mod Space for the option to purchase one (1) 12’ x 40’ modular building for the Furniture, Fixtures, and Equipment (FF&E)-Mission project at Los Angeles Mission College as of March 1, 2018 at a cost of $22,797. If applicable, all sales tax shall be paid.
Inclusive of this amendment, the total amount of this lease agreement is $128,045.

Background

This agreement was authorized by the Board of Trustees on October 7, 2009 (Comm. No. FPD1). An amendment of this lease agreement is requested to purchase one (1) 12’ x 40’ modular building to be used by the College Project Team at Los Angeles Mission College.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Furniture, Fixtures and Equipment (FF&E) – Mission 40J.5455.05. All Phases.

VI. AUTHORIZE AMENDMENT TO DESIGN-BUILD AGREEMENT

Action

Authorize Amendment No. 3 to Design-Build Agreement No. 33948 with Harper Construction Company, Inc. for additional Design-Build services for the School of Science project at Los Angeles Southwest College at a cost not to exceed $208,209 inclusive of eligible reimbursable expenses.

<table>
<thead>
<tr>
<th></th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Agreement</td>
<td>15,499,000</td>
</tr>
<tr>
<td>Approved Amendments</td>
<td>+ 733,970</td>
</tr>
<tr>
<td>Sub Total</td>
<td>16,232,970</td>
</tr>
<tr>
<td>Proposed Amendment</td>
<td>+ 208,209</td>
</tr>
<tr>
<td>Total</td>
<td>16,441,179</td>
</tr>
</tbody>
</table>

Inclusive of this amendment, the total cost of this Design-Build agreement is $16,441,179.

Background

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Comm. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on March 9, 2016 (Comm. No. FPD3). This Design-Build
agreement with Harper Construction Company, Inc. was authorized by the Board of Trustees on March 9, 2016 (Com. No. FPD3).

The following additional Design-Build services are proposed and are requested to be authorized:

Due to unforeseen conditions:

- Installed a second exit door in each laboratory classroom not originally depicted in design drawings and as required by the Division of the State Architect for additional laboratory user safety.

Amendment No. 3 to Agreement No. 33948 includes Change Order No. 3.

Funding and Development Phase

Funding is through Measure J Bond proceeds. School of Science 06S-618.01. Design and Construction Phases.

VII. AUTHORIZE PURCHASE ORDER

Action

Pursuant to Public Contract Code 20653:

a) Find it in the best interest of the District to procure under the authority of the California Multiple Award Schedule from the California Department of General Services (DGS) with The Garland Company, Inc, contract No. 4-01-56-0006A, and

b) Authorize the purchase of roof deck replacement material for the 2016-17 Repair Replace Facilities Building Deck project at Los Angeles City College at a cost of $17,432. If applicable, all sales tax shall be paid.

Background

Los Angeles Community College District is authorized to utilize the above CMAS contract from the DGS with The Garland Company, Inc that was created to provide a material purchasing mechanism for community college districts. It is in the best interest of the District to make such purchases as the pricing negotiated
for the materials under the CMAS contract have been assessed to be fair, reasonable, competitive and favorable to the District.

Under Public Contract Code 20653 nothing in this code shall preclude the governing board of any community college district from purchasing materials, equipment or supplies through the Department of General Services pursuant to Section 14814 of the Government Code.

**Funding and Development Phase**

Funding is through 2016 – 2017 Deferred Maintenance funding. Work Order No. 40001590. Construction Phase. Non-Bond project.

**VIII. RATIFY PURCHASE OF BUILDER’S RISK INSURANCE COVERAGE**

**Action**

Ratify purchase of Builder’s Risk Insurance Policies for coverage of the Arts, Media and Performance project at Los Angeles Mission College through Alliant Insurance Services (“Alliant”) Contract No. 33989 with Catlin Insurance Company and QBE Specialty Insurance Company (“Catlin/QBE”) for builder’s risk earthquake coverage from June 30, 2017 to August 31, 2017 at an additional cost of $4,434. The total value of the policy from July 31, 2016 to August 31, 2017 is increased to $105,692.

Premiums include estimated taxes and fees. Payments are to be made to Contract No. 33989 with Alliant Insurance Services.

**Background**

On March 9, 2016 (Com. No. FPD1), the Board of Trustees authorized Contract No. 50464 with Alliant Insurance Services, Inc. (“Alliant”) to provide Owner Controlled Insurance Program (OCIP) Broker and Administrator Services for the Bond program’s construction related activities. On October 15, 2016 (Com. No. FPD1), the Board of Trustees authorized Contract No. 33989 through Alliant with Catlin Insurance Company and QBE Specialty Insurance Company (“Catlin/QBE”) for builder’s risk, flood, fire, and earthquake coverage. Due to the increased construction cost and schedule of the Arts, Media and Performance project, it is requested the policy coverage be extended at an increased cost of $4,434.
Funding and Development Phase

Funding is through Proposition A/AA and Measure J Bond proceeds. Arts, Media and Performance 34M.5405.02. Construction Phase.

IX. RATIFY CORRECTION OF ERROR

Action

Ratify the following correction to an error shown on Item II. A. on Com. No. FPD1 on October 4, 2017:

Authorize three contracts with Regatta Solutions/ Inc. to provide general construction services for the Central Plant Microturbine Replacement project at East Los Angeles College to: 1) repair microturbines and the chiller; 2) replace gas compressors; and 3) install a turbine monitoring system; for a not to exceed cost of $537,180 $584,168.

Background

The Board action authorizing this contract included an inadvertent omission of provisions for the cost of the performance bond, payment bond, and allowance for liaison with the Division of the State Architect.

Funding and Development Phase

Funding is through Scheduled Maintenance and Deferred Maintenance Project funding as appropriate. Construction Phase. Non-Bond project.
Subject: APPROVE PERSONNEL SERVICES ROUTINE ACTIONS

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Total (This Report)</th>
<th>Total (07-01-17 to Date)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Academic Service:</td>
<td>253</td>
<td>3387</td>
</tr>
<tr>
<td>(Faculty, Academic Administration, Academic Supervisors)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Classified Service:</td>
<td>122</td>
<td>900</td>
</tr>
<tr>
<td>(Clerical, technical, supervisors, maintenance &amp; operations, trades, classified managers, confidential)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Unclassified Service:</td>
<td>525</td>
<td>9345</td>
</tr>
<tr>
<td>(Student workers, professional experts, community services staff, community recreation)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>900</td>
<td>13632</td>
</tr>
</tbody>
</table>

DATE RANGE: November 7, 2017 – December 4, 2017

All personnel actions reported herein are in accordance with the Board of Trustees Rules and are within the approved budget. Personnel actions include retirements, employment, leaves, separations/resignations and assignment changes.

The classified assignments noted above have not been certified by the Personnel Commission and are subject to further audit by the Personnel Commission due to SAP transition issues and may be subject to change.

Karen Martin, Personnel Director
Personnel Commission

Recommended by: Albert Roman, Vice Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By __________________________ Date __________________________

Fong
Hoffman
Kamlager

Buena
Moreno
Svonkin
Veres
Martinez

Student Trustee Advisory Vote
Subject: APPROVE EMPLOYMENT CONTRACT FOR INTERIM COLLEGE PRESIDENT

Ratify contract of employment for Mary Gallagher to serve as the Interim President of Los Angeles City College from January 2, 2018 through June 30, 2018 or until a permanent president is selected. Dr. Gallagher will be placed on step 2 of the President's Salary Schedule and will receive the $500 per month car allowance.

Background: The retirement of the regular president has created a vacancy in the presidency at Los Angeles College; the search for a permanent president commenced during Spring 2018. Dr. Gallagher was selected by direct appointment to serve on an interim basis while the search to find a permanent president is conducted. Dr. Gallagher has many years of successful service as Vice President of Administrative Services at Los Angeles Trade-Technical College.
Subject: APPROVE SALARY REALLOCATION FOR MISCELLANEOUS CLASSIFICATIONS IN THE UNCLASSIFIED SERVICE

Authorize the alignment of the job classifications in the unclassified service listed in Exhibit A (as attached) with the new State of California minimum wage beginning January 1, 2018.

Background: The State of California will increase the minimum wage to $11.00 effective January 1, 2018. In order to be compliant with the new law, the baseline student employee classifications in the unclassified service that are currently below the new rate have all been increased to $11.00. The Human Resources Department has been working with the Personnel Commission and select members of the Colleges in reviewing all the student worker classifications and their pay rates. Once this process is completed, Human Resources Department will bring the recommendation to the Board for approval sometime in July 2018.

The Personnel Commission recommended the changes to community recreation rates where applicable.
Exhibit A

LACCD

Classifications for Student and Community Recreation Series* Whose Proposed Rates will Change as a Result of the New Minimum Wage Increase to $11.00 Effective January 1, 2018

<table>
<thead>
<tr>
<th>Class Code</th>
<th>Job Classification</th>
<th>Proposed New Rates</th>
<th>Current Rates</th>
<th>Proposed New Rates Effective 1/1/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>U8685</td>
<td>Student Aide</td>
<td>$10.50</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>U8687</td>
<td>Student Aide (Special)</td>
<td>$10.50</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>U8691</td>
<td>Calworks Student Assistant I</td>
<td>$10.50</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>U8282</td>
<td>Police Cadet I</td>
<td>$10.50</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>U8477</td>
<td>Recreation Event Assistant I</td>
<td>$10.50</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>U8459</td>
<td>Recreation Event Assistant II</td>
<td>$11.55</td>
<td>$12.10</td>
<td></td>
</tr>
<tr>
<td>U8425</td>
<td>Recreation Event Assistant III</td>
<td>$12.71</td>
<td>$13.31</td>
<td></td>
</tr>
<tr>
<td>U8455</td>
<td>Child Development Center Assistant I</td>
<td>$10.50</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>U8455</td>
<td>Child Development Center Assistant II</td>
<td>$11.55</td>
<td>$12.10</td>
<td></td>
</tr>
<tr>
<td>U8454</td>
<td>Child Development Center Assistant III</td>
<td>$12.71</td>
<td>$13.31</td>
<td></td>
</tr>
<tr>
<td>U8466</td>
<td>Youth Camp Assistant</td>
<td>$10.50</td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>U8465</td>
<td>Lead Youth Camp Assistant</td>
<td>$11.55</td>
<td>$12.10</td>
<td></td>
</tr>
<tr>
<td>U8462</td>
<td>Youth Camp Coordinator</td>
<td>$13.86</td>
<td>$14.52</td>
<td></td>
</tr>
</tbody>
</table>

Legend:

* Does not include classifications whose rates do not change.

= Rates Derived by Personnel Commission
Subject: APPROVE STIPEND INCREASE FOR UNCLASSIFIED WALK-ON ASSISTANT COACHES

Authorize a 2.0% increase to the stipends for the Walk-On Assistant Coach classification, effective July 1, 2017. (See Exhibit A)

Background: The Walk-On Assistant Coach is an unclassified position, while the other three coaching classifications belong to the AFT Faculty Guild and have already received the 2.0% increase. This item aligns the stipends for Walk-On Assistant Coach with the other coaching classifications.

Recommended by: Albert J. Román, Vice Chancellor

Approved by: Francisco C. Rodriguez, Chancellor
Exhibit A
2.0% Increase
Walk-On Assistant Coach Stipends Total Stipend Per Sport
Effective July 1, 2017

<table>
<thead>
<tr>
<th>Sport</th>
<th>Current Rates</th>
<th>Proposed 2.0% Increase Rates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Football</td>
<td>8805</td>
<td>8982</td>
</tr>
<tr>
<td>M/W Cross Country</td>
<td>7798</td>
<td>7954</td>
</tr>
<tr>
<td>M/W Water Polo</td>
<td>7800</td>
<td>7956</td>
</tr>
<tr>
<td>M/W Soccer</td>
<td>8049</td>
<td>8211</td>
</tr>
<tr>
<td>M/W Volleyball</td>
<td>9684</td>
<td>9879</td>
</tr>
<tr>
<td>M/W Basketball</td>
<td>11820</td>
<td>12056</td>
</tr>
<tr>
<td>Baseball</td>
<td>10312</td>
<td>10520</td>
</tr>
<tr>
<td>Softball</td>
<td>9684</td>
<td>9879</td>
</tr>
<tr>
<td>M/W Swim/Dive</td>
<td>9684</td>
<td>9879</td>
</tr>
<tr>
<td>M/W Track/Field</td>
<td>9684</td>
<td>9879</td>
</tr>
<tr>
<td>M/W Tennis</td>
<td>9684</td>
<td>9879</td>
</tr>
<tr>
<td>Wrestling</td>
<td>9684</td>
<td>9879</td>
</tr>
<tr>
<td>Badminton</td>
<td>10314</td>
<td>10521</td>
</tr>
<tr>
<td>Golf</td>
<td>8808</td>
<td>8988</td>
</tr>
<tr>
<td>Playoffs *</td>
<td>629</td>
<td>642</td>
</tr>
</tbody>
</table>
Subject: APPROVE AGREEMENT BETWEEN THE LOS ANGELES COMMUNITY COLLEGE DISTRICT AND THE LOS ANGELES COMMUNITY COLLEGE DISTRICT ADMINISTRATORS' ASSOCIATION REPRESENTED BY THE TEAMSTERS LOCAL 911

Approve an agreement between the Los Angeles Community College District and the Administrators' Unit represented by California Teamsters Public, Professional & Medical Employees Union Local 911 governing wages, hours and other terms and conditions of employment for the period July 1, 2017 through June 30, 2020.

Background: In accordance with the Government Code, the designated representatives of the Los Angeles Community College District and the Administrators' Unit represented by California Teamsters Public, Professional & Medical Employees Union Local 911 have met and negotiated in a good faith effort and have reached agreement on matters governing wages, hours and other terms and conditions of employment for the period July 1, 2017 through June 30, 2020. A copy of the agreement is available from the Vice Chancellor's Office, Human Resources, and will be posted on the district web site: California Teamsters Public, Professional and Medical Employees' Union, Local 911

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________
Subject: APPROVE MASTER BENEFITS AGREEMENT

Approve the Master Benefits Agreement between the Los Angeles Community College District and the Los Angeles College Faculty Guild, AFT Local 1521; the AFT College Staff Guild, Local 1521A; the Los Angeles City and County School Employees Union, SEIU, Local 99; the Los Angeles/Orange Counties Building and Construction Trades Council; the Supervisory Employees' Union, SEIU Local 721; and Los Angeles Community College District and the Administrators' Unit represented by California Teamsters Public, Professional & Medical Employees Union Local 911, regarding Hospital-Medical, Dental, Vision Group Coverage, Group Life Insurance Coverage, and the District's Employee Assistance Program.

Background: The LACCD and labor members of the Joint Labor Master Benefits Committee have met and negotiated in a good faith effort and have reached agreement on matters pertaining to the medical, dental, vision, group life insurance coverage and the Employee Assistance Program for the period July 1, 2017 through June 30, 2020. A copy of the agreement is available in the Office of the Vice Chancellor, Human Resources, and will be posted on the district web site:

https://www.laccd.edu/Departments/HumanResources/Documents/MBA%20TA%20Summary%202012-17-17.pdf
Subject: **APPROVE SALARY RATE INCREASE FOR UNREPRESENTED CONFIDENTIAL EMPLOYEES, CLASSIFIED MANAGERS AND ACADEMIC MANAGERS**

Authorize a 2.0% salary rate increase for unrepresented confidential employees, classified managers and academic managers.

I. Effective July 1, 2017 all salary schedules, increments, and differentials shall be increased by 2.0%.

II. The District shall continue providing the same Health Benefits Program for unrepresented employees afforded to all other bargaining units.

III. For 2018-19 and 2019-2020 unrepresented confidential employees, classified managers and academic managers shall receive the same salary increase given to all other bargaining units.

A list of all unrepresented classifications is available in the Office of the Vice Chancellor of Human Resources.
Subject: **APPROVE NEW EDUCATIONAL COURSES AND PROGRAMS**

I. **APPROVE NEW CREDIT COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>CO TECH 007</td>
<td>Electron Devices (4 Units) CITY</td>
<td>CSU</td>
</tr>
<tr>
<td>CO TECH 029</td>
<td>Introduction to Computer Forensics (3 Units) CITY</td>
<td>CSU</td>
</tr>
<tr>
<td>ADM JUS 490</td>
<td>Legal Update – 80 Hours (3.5 Units) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>ADM JUS 491</td>
<td>Legal Update – 120 Hours (4.5 Units) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>ADM JUS 492</td>
<td>Legal Update – 160 Hours (6 Units) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>ENG SUP 101</td>
<td>Plane Surveying II: Boot Camp for High School Students (2 Units) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>ENG SUP 200</td>
<td>Business Practices for Land Surveyors &amp; Civil Engineers (1 Unit) EAST</td>
<td>CSU</td>
</tr>
</tbody>
</table>

Recommended by:

Angela Echeverri, President, DAS

Ryan Comner, Vice Chancellor, EPIC

Approved by:

Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By date

Buelna

Fong

Hoffman

Kamlager

Moreno

Svonkin

Veres

Martinez

Student Trustee Advisory Vote
<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRETEK</td>
<td>Low Angle Rope Rescue (1.5 Units) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>FIRETEK</td>
<td>Ocean Lifeguard Training Academy (1.5 Units) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>FIRETEK</td>
<td>Lifeguard Recertification (0.25 Units) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>FIRETEK</td>
<td>Ambulance Operator Academy (4.5 Units) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>FIRETEK</td>
<td>Fire Service Labor/Management Relations (1 Unit) EAST</td>
<td>NT</td>
</tr>
<tr>
<td>KIN</td>
<td>Spin &amp; Sculpt I (1 Unit) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>LOGTIC</td>
<td>Cooperative Education – Logistics (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>TECTHTR</td>
<td>Introduction to Theatrical Lighting (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>TECTHTR</td>
<td>Scenic Design for Theatre (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>TECTHTR</td>
<td>Sketching and Rendering for Design (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>TECTHTR</td>
<td>Computer Drafting for Theatre (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>TECTHTR</td>
<td>Shakespeare Festival Workshop IV (2 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>THEATER</td>
<td>Stanislavsky: The Art of the Actor (2 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>CH DEV</td>
<td>Transitional Kindergarten (3 Units) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>MATH</td>
<td>Just in Time Support for Statistics (1 Unit) MISSION</td>
<td>NT</td>
</tr>
</tbody>
</table>
## II. RATIFY ADDITIONS TO EXISTING CREDIT COURSES

The following is a college addition of individual credit courses which have been previously adopted by the Board of Trustees.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>CO SCI</td>
<td>C++ Programming II (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>COMM</td>
<td>Intercultural Communication (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN MAJ</td>
<td>Spin &amp; Sculpt I (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>MEDIART</td>
<td>Introduction to Digital Film/Video Production (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>ARTHIST</td>
<td>Introduction to Modern Art (3 Units) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>EGD TEK</td>
<td>Engineering Graphics (3 Units) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>ENG GEN</td>
<td>Statics (3 Units) MISSION</td>
<td>CSU</td>
</tr>
</tbody>
</table>
## III. APPROVE NEW NONCREDIT COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSICSKL 044CE</td>
<td>Reading and Writing for College and Career Readiness (0 Unit) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>BSICSKL 070CE</td>
<td>Innovation: Igniting Creativity at Work (0 Unit) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>BSICSKL 072CE</td>
<td>The Creative Edge: Outstanding Leadership (0 Unit) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>BSICSKL 076CE</td>
<td>Successful Innovation and Creativity in the Workplace (0 Unit) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>BSICSKL 079CE</td>
<td>Creativity, Innovation and Leadership (0 Unit) WEST</td>
<td>NT</td>
</tr>
</tbody>
</table>
IV. APPROVE NEW EDUCATIONAL CREDIT PROGRAMS

East Los Angeles College

A. Certificate of Achievement in IT Technician Pathway: Stage I Computer Retail Sales and Support (24 Units)

Los Angeles Mission College

A. Associate of Science in Computer Programmer (60 Units)
B. Associate of Science in Cyber Security Associate (60 Units)
C. Associate of Science in Full Stack Developer (60 Units)

West Los Angeles College

A. Certificate of Achievement in Corrections (15 Units)
V. APPROVE NEW EDUCATIONAL NONCREDIT PROGRAMS

West Los Angeles College

A. College Readiness Certificate of Competency (0 Unit)
B. Administrative Assistant Certificate of Completion (0 Unit)
C. Administrative Assistant for the English Language Learner Certificate of Completion (0 Unit)
D. Career Exploration: Information Communications Technology/Digital Media Certificate of Completion (0 Unit)
E. In-Home Supportive Services Provider (IHSS) for the English Language Learner Certificate of Completion (0 Unit)
F. Workplace Success I: Creativity Leadership Certificate of Completion (0 Unit)
G. Workplace Success II: Creativity and Innovation in the Workplace Certificate of Completion (0 Unit)
Subject: APPROVE NEW COMMUNITY SERVICES OFFERINGS

I. Approve the following new Community Services course offerings as submitted by Los Angeles Pierce College, as listed in Attachment 1.
# Los Angeles Pierce College

## Vocational

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sigma Six Green Belt</td>
<td>Students in this class will learn how to prepare for the American Society of Quality (ASQ) Green Belt Certification Exam.</td>
</tr>
</tbody>
</table>

## Health

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laff Aerobics</td>
<td>Students in this class will learn how to engage their core muscles through laughter and low impact movement.</td>
</tr>
</tbody>
</table>

## General Education

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Papers: How and Where to Search</td>
<td>Students in this class will learn a variety of research techniques that they can use when writing research and term papers.</td>
</tr>
<tr>
<td>Math: Word Problems and Critical Thinking</td>
<td>Students in this class will learn various techniques for solving math word problems.</td>
</tr>
<tr>
<td>Coaches Workshops</td>
<td>Students in this class will learn key aspects of coaching K-12, and will also discuss various coaching topics.</td>
</tr>
</tbody>
</table>
Subject: **APPROVE COLLEGE AND CAREER ACCESS PATHWAY PARTNERSHIP AGREEMENT BETWEEN THE CULVER CITY UNIFIED SCHOOL DISTRICT AND THE LOS ANGELES COMMUNITY COLLEGE DISTRICT**

Assembly Bill 288 (Education Code Section 76004), effective January 1, 2016, authorizes the governing board of a community college district to enter into a College and Career Access Pathways partnership with the governing board of a school district with the goal of developing seamless pathways from high school to community college for career technical education, preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.

The Culver City Unified School District ("CCUSD") and the Los Angeles Community College District ("LACCD") propose to execute a College and Career Access Pathway Partnership Agreement, a copy of which is attached as Attachment A.

**Background:** Assembly Bill 288 (Education Code Section 76004(b)) requires the governing board of each district to hold an open public meeting to present their proposed College and Career Access Pathway Partnership agreement as an informational item prior to adopting the agreement. At a subsequent open public meeting, both governing boards of must take comments from the public and shall thereafter approve or disapprove the proposed agreement. The Agreement was noticed at the December 6, 2017 meeting of the LACCD Board of Trustees.
Attachment A

COLLEGE AND CAREER ACCESS PATHWAYS
PARTNERSHIP AGREEMENT

BETWEEN

LOS ANGELES COMMUNITY COLLEGE DISTRICT,

a community college district duly organized and existing under the laws

of the State of California

AND

CULVER CITY UNIFIED SCHOOL DISTRICT,

a school district duly organized and existing under the laws

of the State of California

DATED

January 10, 2018
COLLEGE AND CAREER ACCESS PATHWAYS

PARTNERSHIP AGREEMENT

This College and Career Access Pathways Partnership Agreement ("Agreement") is made as of the ___ day of ____________ 2018 ("Commencement Date"), by and between the LOS ANGELES COMMUNITY COLLEGE DISTRICT, a community college district duly organized and existing under the laws of the State of California ("LACCD"), and the CULVER CITY UNIFIED SCHOOL DISTRICT, a school district duly organized and existing under the laws of the State of California ("CCUSD"). LACCD and CCUSD hereby agree as follows:

RECATALS

A. Assembly Bill 288, effective January 1, 2016, authorizes the governing board of a community college district to enter into a College and Career Access Pathways partnership with the governing board of a school district for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.

B. Assembly Bill 288 allows community college districts to enter into partnership agreements with high school to outline the terms of the partnership and to establish protocols for information sharing, joint facilities use, and parental consent for high school pupils to enroll in community college courses.

C. Assembly Bill 288 authorizes specified high school pupils to enroll in up to 15 units per term if those units constitute no more than four community college courses per term, are required for the pupils' partnership programs, are part of an academic program designed to award students both a high school diploma and an associated degree or a certificate or credential, and would authorize a community college district to exempt special part-time and special full-time students taking up to a maximum of 15 units per term from specified fee requirements.

AGREEMENT:

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Terms of the Partnership:

   1.1. Term of the Agreement: The term of this Agreement shall be five (5) years from the Commencement Date, unless otherwise terminated as provided herein.

   1.2. Submission and Amendments: Pursuant to Education Code Section 76004(c)(3), copies of this Agreement shall be filed with both the Chancellor of the California
Community Colleges ("State Chancellor") and with the Department of Education before the start of the partnership created by this Agreement. The State Chancellor may void this Agreement if it is determined that this Agreement does not comply with the intent of Education Code Section 76004. Any amendment to this Agreement shall be filed with the State Chancellor and the Department of Education. The parties may meet on an annual basis to determine if the Agreement should be amended, to include but not be limited to adding additional courses and pathways that have been developed.

1.3. Courses Offered Under this Agreement: LACCD shall offer courses to CCUSD students who are dual enrolled at both CCUSD and LACCD. LACCD shall offer courses at Culver City High School, Culver Park High School, Culver City Middle School and/or on the West Los Angeles College campus, a LACCD campus. LACCD will offer these courses to CCUSD’s students for college credit and limit courses to CCUSD students pursuant to Education Code Section 76004(o). Courses will be offered during the 2017-18 school year through the 2021-22 school year on any of the campuses listed in this paragraph, or as added, removed, and/or otherwise modified by amendment to this Agreement.

1.3.1. Minimum Class size: CCUSD and LACCD will work collaboratively to ensure a class size of at least 30 students. In circumstances in which fewer than 30 students are enrolled in the course, LACCD retains the right to cancel the course until such time that the class size threshold is met.

1.4. Employer of Record: All courses offered under this Agreement shall be taught by faculty employed by LACCD. LACCD shall be the employer of records for these faculty members and shall be responsible for all assignment monitoring and reporting obligations to the county office of education and under applicable federal teacher quality mandates, if any.

1.5. Collective Bargaining: LACCD and CCUSD certify that all actions taken pursuant to this Agreement are in compliance with all local collective bargaining agreements.

1.6. Criteria for Assessing Pupils' Ability to Benefit: In developing the educational program created under this Agreement, LACCD and CCUSD shall make assessments as to whether the participating CCUSD students have the ability to benefit from the courses offered in this Agreement. LACCD and CCUSD shall apply the following criteria in making this assessment: 1) Students will demonstrate that they have met any identified pre-requisites for courses. 2) Counselors or high school administration will recommend students to be placed in courses based on their having met course pre-requisites or having demonstrated readiness for college-level courses.

1.7. Total Number of High School Student Served Per Year is projected to be: 500

1.8. Total Number of FTES Projected to be Claimed by LACCD Per Year: 60

1.9. Apportionment: Pursuant to Education Code Section 76004(s), LACCD shall request and receive state apportionment funding for all college courses offered under this Agreement. Pursuant to Education Code Section 76004(r), CCUSD shall not seek or receive a state allowance or apportionment funding for any instructional activity for which LACCD
requests or receives state apportionment funding. Any courses offered under this Agreement shall be offered at such times to ensure that CCUSD students are scheduled to meet minimum day requirements to receive average daily attendance funding.

1.10. Student Fee Exemptions: Pursuant to Education Code Section 76004(q), LAUSD students admitted to LACCD under this Agreement as special part-time students shall be exempt from the following student fees: Student Representation Fee (Education Code Section 76060.5); Nonresident Tuition Fee (Education Code Section 76140); Transcript Fee (Education Code Section 76223); Enrollment Fee (Education Code Section 76300); Apprentice Fee (Education Code Section 76350); and Child Development Center Fee (Education Code Section 79121). A high school pupil enrolled in a course offered through this Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. (Education Code Section 76004(f).)

1.11. Protocol for Information Sharing: Any education records or personally identifiable information pertaining to any CCUSD students taking courses under this Agreement shall be exchanged between CCUSD and LACCD in compliance with the Family Educational Privacy Rights Act (FERPA), Education Code Sections 76200-76246, and LACCD Board Rules. LACCD shall provide a dual enrollment application form on which the parent or guardian of the CCUSD student will provide written consent to information sharing between CCUSD and LACCD. Education records and personally identifiable information regarding CCUSD students shall be shared between the Points of Contact identified in Paragraph 6 below. CCUSD’s and LACCD’s Points of Contact shall then further share that information within their respective institutions as necessary.

1.12. Parental Consent: CCUSD shall obtain any required parental consent for any CCUSD student taking LACCD courses under this Agreement. Parental consent will be part of the application process, which includes the dual enrollment/ special part-time student approval form.

2. Courses Offered under this agreement

2.1. Courses Offered: Appendix A to this Agreement lists the courses that LACCD shall offer on CCUSD campuses. Each course listed in Appendix A is offered for the purpose of: 1) preparing students for transfer; or 2) completing a CTE (career technical education) Pathway. Courses are offered to expand dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education. All courses listed in Appendix A are offered to attain these specific goals.

2.2. Use of CCUSD Facilities: When LACCD offers any course specified in Appendix A at a CCUSD site, CCUSD shall provide the classrooms in which LACCD's faculty shall conduct the courses and provide parking spaces for use by LACCD faculty.

2.3. Materials Fees: In compliance with Education Code Sections 76004(f) and 49011, CCUSD shall provide to its students, at no cost to the students, all textbooks, equipment, and any materials needed in connection with any course specified in Appendix A. LACCD will seek to minimize costs of textbooks through methods such as ensuring that textbooks can be used for at least three years. LACCD will provide class sets of textbooks
and materials for students to use during the course and return to CCUSD at the conclusion of the course during the first calendar year of this agreement. Each year thereafter, LACCD will loan textbooks and materials for 50% of the courses and CCUSD will provide textbooks and materials for the other 50% of the courses.

2.5 LACCD Faculty: No LACCD or community college instructor who has been convicted of any sex offense, as defined in Education Code Section 87010, or any controlled substance offense, as defined in Education Code Section 87011, shall be retained by LACCD to teach any course on any CCUSD campus. All LACCD faculty teaching courses under this Agreement shall meet all required minimum qualifications and conditions including clearance through a Live Scan process.

2.6 No Displacement of CCUSD Faculty: CCUSD certifies that no CCUSD faculty member who was teaching a course similar to one offered under this Agreement has been displaced or terminated because a course is being offered by and/or through LACCD under this Agreement.

2.7 Admission of Special Part-Time or Full-Time Students: CCUSD students who are selected to take courses at LACCD campuses under this Agreement shall be admitted to LACCD as special part-time or special full-time students pursuant to Education Code Section 76001 and applicable regulations and LACCD Board Rules. CCUSD students admitted to the LACCD under this Agreement, or otherwise permitted to enroll in LACCD courses, shall be subject to LACCD's student Code of Conduct, LACCD student discipline rules and regulations, and applicable Education Code sections, or other laws, governing community college student discipline.

2.8 Unit Limit: Pursuant to Education Code Section 76004(p), CCUSD students admitted as special part-time students and taking courses under this Agreement, may enroll in up to a maximum of 15 units per term if: 1) the units constitute no more than four community college courses per term; 2) the units are part of an academic program under this Agreement; and 3) the units are part of an academic program that is designed to award students both a high school diploma and an associate degree or a certificate or credential.

3. Certifications: LACCD hereby certifies that: 1) the community college courses offered for college credit on CCUSD's campus do not reduce access to the same course offered on LACCD's campus; 2) community college courses that are oversubscribed or have waiting lists shall not be offered in this Agreement; 3) participation in this partnership and this Agreement is consistent with LACCD's core mission pursuant to Education Code Section 66010.4; and 4) CCUSD students participating in this partnership and this Agreement will not cause otherwise eligible adults to be displaced from LACCD courses.

4. Remedial Courses: Any remedial course taught by LACCD faculty at CCUSD's campus shall be offered only to CCUSD's high school students who do not meet their grade level standard in math, English, or both, as demonstrated by a “D” or “F” grade in grade 10 or 11 as determined by CCUSD. LACCD and CCUSD faculty shall engage in a collaborative effort to deliver an innovative remediation course as an intervention in the student’s junior or senior year to ensure the student is prepared for college-level work upon graduation. Students may not take such courses in order to accelerate their course selection at the high
school under any circumstances. These courses will only be accepted to remediate a "D" or "F" grade in a high school English and/or math class.

5. **Points of Contact at LACCD and CCUSD:** The following officials shall serve as the point of contact under this Agreement:

**CCUSD:**

Dr. Lisa Michel  
Director, Secondary Teaching & Learning  
CULVER CITY Unified School District  
4034 Irving Place  
Culver City, CA 90232  
Phone: (310) 842-4220 x 4250  
Fax: (310) 842-4274  
Email: lisamichel@ccusd.org

**LACCD:**

Dr. Ryan Corner  
Vice Chancellor  
L.A. Community College District  
770 Wilshire Boulevard  
Los Angeles, CA 90017  
Phone: (213) 891-8801  
Fax: (213) 891-2278  
Email: cornnerm@email.lacc.edu

Or

Ara Aguiar  
Vice President, Academic Affairs  
West Los Angeles College  
9000 Overland Ave., Culver City, CA 90230  
Phone: (310) 287-4238  
Fax: (310) 841-0396  
Email: AguiarA@wlac.edu

6. **Annual Reporting to the State Chancellor:** During the term of this Agreement, on or before January 1 of each year, CCUSD and LACCD shall submit a joint report to the State Chancellor. The report shall state: 1) the total number of CCUSD students, by schoolsite, taking courses under this Agreement, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws; 2) the total number of community college courses offered under this Agreement by course category and type and by schoolsite; 3) the total number and percentage of successful course completions, by course category and type and by schoolsite; and 4) the total number of full-time equivalent students generated through courses offered under this Agreement. By October 1 of each year of this Agreement, the Points of Contact from CCUSD and LACCD shall meet to plan and commence the preparation of the joint report.

7. **Mutual Defense and Indemnity:** LACCD shall indemnify and hold harmless CCUSD, its governing board, officers, representatives, trustees, agents, consultants, employees, and volunteers for any and all loss, cost, expense, claims, or liability for injury to or death of any person, or damage to any property, caused by the negligence and/or tortious conduct of LACCD in the performance of LACCD's responsibilities under this Agreement. In such an event, LACCD, at its own expense, shall also defend all actions, suits, or other proceedings brought against CCUSD, its governing board, its officers, representatives, trustees, agents, consultants, employees, or volunteers and satisfy any judgment rendered against CCUSD, its officers, agents, or employees because of such negligence and/or tortious conduct. Similarly, CCUSD shall indemnify and hold harmless LACCD, its governing board, officers,
representatives, trustees, agents, consultants, employees, and volunteers for any and all loss, cost, expense, claims or liability for injury to or death of any person, or damage to any property, caused by the negligence and/or tortious conduct of CCUSD in the performance of CCUSD's responsibilities under this Agreement. In such an event, CCUSD, at its own expense, shall also defend all actions, suits, or other proceedings brought against LACCD, its governing board, officers, representatives, trustees, agents, consultants, employees, or volunteers and satisfy any judgment rendered against LACCD, its officers, agents, or employees because of such negligence and/or tortious conduct.

8. **Insurance:** Without limiting the parties' indemnification obligations herein and as a material condition of this Agreement, each party shall maintain, at its expense and for the duration of this Agreement, a program of insurance or self-insurance and provide evidence thereof, as required below, against claims for injury, damage or loss that may arise from or in connection with this Agreement and/or the use of facilities under the Agreement. Each party shall furnish the other party with certificates of insurance or other satisfactory documentation of all insurance or self-insurance required by this Agreement. Each party shall have the other party added as additional insureds to all of the following policies. The Minimum Scope and Limits of Insurance shall be as follows (coverage shall be at least as broad):

A. **Commercial General Liability Insurance** "occurrence" form only to provide defense and indemnity coverage to the insured for liability for bodily injury, personal injury, and property damage, of not less than a combined single limit of Five Million Dollars ($5,000,000.00) per occurrence. The general aggregate limit shall be twice the required per occurrence limit. If such insurance is obtained from a third party insurer and not self-insured, the insuring party shall name the other party as an additional insured on the policy.

B. **Business Automobile Liability Insurance** to provide defense and indemnity coverage to the insured for liability for bodily injury and property damage covering owned, non-owned, and hired automobiles of not less than a combined single limit of One Million Dollars ($1,000,000) per occurrence. If such insurance is obtained from a third party insurer and not self-insured, the insuring party shall name the other party as an additional insured on the policy.

C. **Workers' Compensation Insurance** as required by the Labor Code of the State of California, and Employers' Liability insurance with limits of not less than One Million Dollars ($1,000,000.00) per accident. Any notice required to be served hereunder shall be in writing.

9. **Choice of Law and Venue:** This Agreement, its interpretations, performance or any breach thereof, shall be governed by, and the rights, duties, and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. Any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Los Angeles County, California.

10. **Termination:** Either party shall have the right to terminate this Agreement without cause by providing to the non-terminating party a written notice of termination. In the event of
termination without cause mid-semester, all reasonable efforts shall be made to ensure the effective date of termination is not until after the end of the semester to enable students to complete, and receive full credit for, the classes then underway. Notice of termination shall be provided at least sixty (60) days prior to the termination date. Each party shall continue to fulfill its obligations under this Agreement until date of termination.

11. Notices: Any notices to be given pursuant to this Agreement shall be in writing and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

To CCUSD:

CULVER CITY Unified School District
CCUSD Administrative Offices
4034 Irving Place
Culver City, CA 90232
ATTN: Assistant Superintendent, Business Services

To LACCD:

Los Angeles Community College District
Contracts Office - 3rd Floor
770 Wilshire Boulevard
Los Angeles, California 90017

12. Miscellaneous: This Agreement constitutes the entire agreement between the parties hereto pertaining to the subject matter hereof and all prior and contemporaneous agreements, representations and understandings of the parties hereto, oral or written, are hereby superseded and merged herein. No supplement, modification or amendment of this Agreement shall be binding unless in writing and executed by all parties hereto. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provisions, whether or not similar, nor shall any waiver be a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver. The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions hereof. This Agreement may be executed in any number of counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

13. Board Approval Required. This Agreement is conditioned upon the approval of the governing boards of both CCUSD and LACCD as set forth by Education Code Section 76004.

IN WITNESS WHEREOF, LACCD and CCUSD have executed this Agreement as of the date first above written.
CULVER CITY UNIFIED SCHOOL DISTRICT
By: _______________________________
Name: _______________________________
Title: _______________________________

LOS ANGELES COMMUNITY COLLEGE
DISTRICT,
By: _______________________________
Name: _______________________________
Title: _______________________________
Appendix A

Courses Offered by LACCD on CCUSD Campuses

1. Courses offered to prepare students for transfer (Education Code Section 76004(a) and (d))

<table>
<thead>
<tr>
<th>COURSE</th>
<th>UNITS</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 201</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 202</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 300</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 301</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 302</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 304</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 305</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 501</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 502</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>ART 639</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 1</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 3</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 4</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 5</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 10</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 18</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 107</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 111</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 112</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>CINEMA 125</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>COMM 101</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>COUNSEL 5</td>
<td>2</td>
<td>CCHS</td>
</tr>
<tr>
<td>COUNSEL 40</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>DANCEST 301</td>
<td>1</td>
<td>CCHS</td>
</tr>
<tr>
<td>DANCEST 814</td>
<td>2</td>
<td>CCHS</td>
</tr>
<tr>
<td>DANCEST 822</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>DANCETQ 463</td>
<td>1</td>
<td>CCHS</td>
</tr>
<tr>
<td>MULTIMD 210</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>MUSIC 101</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>MUSIC 161</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>MUSIC 165</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>MUSIC 201</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>MUSIC 271</td>
<td>3</td>
<td>CCHS</td>
</tr>
<tr>
<td>MUSIC 501</td>
<td>1</td>
<td>CCHS</td>
</tr>
<tr>
<td>MUSIC 561</td>
<td>1</td>
<td>CCHS</td>
</tr>
<tr>
<td>MUSIC 775</td>
<td>1</td>
<td>CCHS</td>
</tr>
</tbody>
</table>
2. Courses offered to help high school complete a Career Pathway (Education Code Section 76004(a) and (d))

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCHITECTURE</td>
<td>161</td>
<td>2</td>
</tr>
<tr>
<td>ARCHITECTURE</td>
<td>162</td>
<td>3</td>
</tr>
<tr>
<td>ARCHITECTURE</td>
<td>180</td>
<td>1</td>
</tr>
<tr>
<td>CO SCI</td>
<td>900</td>
<td>3</td>
</tr>
<tr>
<td>CO SCI</td>
<td>902</td>
<td>3</td>
</tr>
<tr>
<td>CO SCI</td>
<td>939</td>
<td>3</td>
</tr>
<tr>
<td>CO SCI</td>
<td>940</td>
<td>3</td>
</tr>
<tr>
<td>CO SCI</td>
<td>952</td>
<td>3</td>
</tr>
<tr>
<td>CO SCI</td>
<td>955</td>
<td>3</td>
</tr>
<tr>
<td>CO SCI</td>
<td>957</td>
<td>3</td>
</tr>
<tr>
<td>CO SCI</td>
<td>958</td>
<td>3</td>
</tr>
<tr>
<td>FLM PRD</td>
<td>100</td>
<td>3</td>
</tr>
<tr>
<td>FLM PRD</td>
<td>105</td>
<td>6</td>
</tr>
<tr>
<td>FLM PRD</td>
<td>385</td>
<td>3</td>
</tr>
<tr>
<td>THEATER</td>
<td>110</td>
<td>3</td>
</tr>
<tr>
<td>THEATER</td>
<td>130</td>
<td>3</td>
</tr>
<tr>
<td>THEATER</td>
<td>200</td>
<td>3</td>
</tr>
<tr>
<td>THEATER</td>
<td>233</td>
<td>3</td>
</tr>
<tr>
<td>THEATER</td>
<td>265</td>
<td>2</td>
</tr>
<tr>
<td>THEATER</td>
<td>271</td>
<td>2</td>
</tr>
<tr>
<td>THEATER</td>
<td>275</td>
<td>2</td>
</tr>
<tr>
<td>THEATER</td>
<td>278</td>
<td>3</td>
</tr>
<tr>
<td>THEATER</td>
<td>300</td>
<td>3</td>
</tr>
</tbody>
</table>
Subject: **APPROVE OUT OF STATE STUDENT TRAVEL**

I. **Los Angeles City College**

Twelve students and one faculty member will travel to the American Chemical Society National Conference 2018 Undergraduate Poster Presentation in New Orleans, LA during the period of March 16 to March 19, 2018.

**Background:** The American Chemical Society National Conference 2018 Undergraduate Poster Presentation, sponsored by American Chemical Society (ACS), will offer students an opportunity to present a poster board at the national conference on their undergraduate research focusing on the causes of KMnO4 degradation. Students will present with other undergraduates from four-year universities, intermingle and network with university professors, and attend ACS undergraduate workshops and seminars. LACC students are the only community college student presenters at this conference.

**FISCAL IMPLICATION:** The estimated total cost of the trip is $9,000. A total of $9,000 in SFP/Categorical STEM Pathways Title III funds will be used for this travel.

II. **East Los Angeles College**

Thirty students and four faculty members will travel to the Kennedy Center American College Theater Festival Region VIII Festival 50 in Mesa, AZ during the period of February 12 to February 18, 2018.

**Background:** The Kennedy Center American College Theater Festival Region VIII Festival 50, sponsored by Mesa Community College, will offer students an
opportunity to compete in the Irene Ryan acting auditions, present and exhibit the design concepts and process and participate in the theater festival. They will have the opportunity to network with theater students and faculty from other colleges in Region VIII.

**FISCAL IMPLICATION:** The estimated total cost of the trip is $18,826. A total of $4991 in SFP/Categorical Perkins funds, $11,012 in college ASO funds, and $2823 in student club funding will be used for this travel.

### III. Los Angeles Southwest College

Twenty-four students and two faculty members will travel to the Kennedy Center American College Theater Festival Region VIII Festival 50 in Mesa, AZ during the period of February 13 to February 17, 2018.

**Background:** The Kennedy Center American College Theater Festival Region VIII Festival 50, sponsored by Mesa Community College, will offer students an opportunity to compete in the Irene Ryan acting auditions, present and exhibit the design concepts and process and participate in the theater festival. They will have the opportunity to network with theater students and faculty from other colleges in Region VIII.

**FISCAL IMPLICATION:** The estimated total cost of the trip is $12,836. A total of $5945 in college general funds, and $6891 in SFP/Categorical Student Equity funds will be used for this travel.
Subject: **APPROVE IN-STATE STUDENT TRAVEL**

I. **Los Angeles Community College District**

Four students and one administrator will travel to the Community College League of California 2018 Annual Legislative Conference during the period of January 27 to January 30, 2018.

**Background:** This convention is sponsored by the Community College League of California. The purpose of the trip is to provide students with the opportunity to meet and engage California community college professionals and state and national leaders as well as learn about new members of legislative committees, legislative proposals affecting colleges and student learning, and advocacy strategies for the current legislative year.

**FISCAL IMPLICATION:** The estimated total cost of the trip is $6,000. A total of $6000 in District funds will be used for this travel.
Subject: PERSONNEL COMMISSION ACTIONS

I. Classification and Salary Studies

A. Concur with the action of the Personnel Commission to reallocate the salary schedule for the class of Supervising Construction Inspector, as follows, effective January 1, 2018.

<table>
<thead>
<tr>
<th>Current Salary Schedule: 9106.37:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$9,106.37</td>
<td>$9,607.22</td>
</tr>
<tr>
<td>$109,276.44</td>
<td>$115,286.6</td>
</tr>
<tr>
<td>$52.54</td>
<td>$55.43</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>New Salary Schedule: 8684.06:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$8,684.06</td>
<td>$9,161.68</td>
</tr>
<tr>
<td>$104,208.72</td>
<td>$115,986.96</td>
</tr>
<tr>
<td>$50.10</td>
<td>$52.86</td>
</tr>
</tbody>
</table>

Recommended by: Karen J. Martin, Personnel Director
B. Concur with the action of the Personnel Commission to reallocate the salary schedule for the class of Construction Inspector, as follows, and place EN 798826 on a starred salary rate of 9799.36/month (step 5), effective December 6, 2017.

**Current Salary Schedule: 7910.20**

<table>
<thead>
<tr>
<th>Monthly</th>
<th>Annually</th>
<th>Hourly</th>
</tr>
</thead>
<tbody>
<tr>
<td>$7,910.20</td>
<td>$45.64</td>
<td>$50.10</td>
</tr>
<tr>
<td>$94,922.40</td>
<td>$48.15</td>
<td>$50.79</td>
</tr>
<tr>
<td>$8,345.26</td>
<td>$50.79</td>
<td>$56.54</td>
</tr>
<tr>
<td>$8,804.26</td>
<td>$53.59</td>
<td></td>
</tr>
<tr>
<td>$9,288.48</td>
<td>$56.54</td>
<td></td>
</tr>
<tr>
<td>$9,799.36</td>
<td>$56.54</td>
<td></td>
</tr>
</tbody>
</table>

**Proposed Salary Schedule:**

Hourly Flat Rate of $50.10

**BACKGROUND:** A classification and salary review of the two positions was initiated by the Director of Facilities Planning and Development due to changes in the level of responsibilities associated with the positions as well as organizational changes that have taken place in the division. A salary survey conducted for comparable positions from the three largest employers of construction inspectors in the Los Angeles area, as well as salary settings bases changes, resulted in a downward salary adjustment of 11.3% and 4.6% for the classes of Construction Inspector and Supervising Construction Inspector respectively. The recommendation to place the salary for the Construction Inspector on a flat rate salary is consistent with the prevailing wage practices of the industry.

As a result of the salary study the only incumbent in the class of Construction Inspector was placed on a lower reallocated salary schedule. In order to limit the financial loss to the incumbent, the District administration requested that he be placed on a star rated salary. This star rated salary is in effect for a maximum of 39 months or until the salary schedule of the employee’s class surpasses the star rated salary.
II. Establishment of New Classifications

A. Concur with the action of the Personnel Commission to establish the new class of Student Programs Specialist, and allocate the new class to salary schedule $5091.23, effective December 6, 2017.

**Student Programs Specialist**

Salary Schedule 5091.23

<table>
<thead>
<tr>
<th>Monthly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>$5091.23</td>
<td>$5371.25</td>
</tr>
<tr>
<td>$5666.66</td>
<td>$5978.33</td>
</tr>
<tr>
<td>$6307.14</td>
<td>$61,094.76</td>
</tr>
<tr>
<td>$64,455.00</td>
<td>$67,999.92</td>
</tr>
<tr>
<td>$71,739.96</td>
<td>$75,685.68</td>
</tr>
</tbody>
</table>

**BACKGROUND:** The new classification was established at the request of the Vice Chancellor of Finance and Resources Development who expressed a need for a professional-level staff position which provides support with regulatory compliance issues, transactional processing, problem solving, data analysis, and reporting functions for Federal, State, and other specially funded academic and/or student programs. An interest in the new class was also expressed by the Vice Presidents, Academic Affairs, and Vice Presidents, Student Services. The recommended salary is based on consideration of both external salary data and internal alignment with other related professional-level positions in the classified service.

B. Concur with the action of the Personnel Commission to establish the new class of Accounting Technician (Restricted), and allocate the new class to salary schedule $3679.98, effective December 20, 2017.

**Accounting Technician (Restricted)**

Salary Schedule 3679.98

<table>
<thead>
<tr>
<th>Monthly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,679.98</td>
<td>$3,882.38</td>
</tr>
<tr>
<td>$4,095.90</td>
<td>$4,321.18</td>
</tr>
<tr>
<td>$4,558.84</td>
<td>$44,159.77</td>
</tr>
<tr>
<td>$46,588.56</td>
<td>$49,150.80</td>
</tr>
<tr>
<td>$51,854.16</td>
<td>$54,706.08</td>
</tr>
</tbody>
</table>

**BACKGROUND:** The new classification was established at the request by the Division of Finance and Resource Development, in accordance with Education Code Section 88079, Restricted Employees Classification and Personnel Commission Rule 518, Positions Classified as Restricted which authorizes the Board of Trustees to establish positions and restrict initial appointment to mentally, physically, or developmentally disabled persons. The recommended salary for the new class is based on direct alignment with the counterpart unrestricted class of Accounting Technician.
Subject: **APPROVE INTEGRATED PLANS (9 COLLEGES)**

1. **LOS ANGELES CITY COLLEGE**
2. **EAST LOS ANGELES COLLEGE**
3. **LOS ANGELES HARBOR COLLEGE**
4. **LOS ANGELES MISSION COLLEGE**
5. **LOS ANGELES PIERCE COLLEGE**
6. **LOS ANGELES SOUTHWEST COLLEGE**
7. **LOS ANGELES TRADE-TECHNICAL COLLEGE**
8. **LOS ANGELES VALLEY COLLEGE**
9. **WEST LOS ANGELES COLLEGE**


Background: In early 2015 the California Community Colleges Chancellor’s Office (CCCCO) undertook an effort to pursue policy changes that support colleges in developing cohesive and coordinated program strategies by integrating planning and budgeting for three categorical programs: the Basic Skills Initiative (BSI), the Student Equity Program (SE), and the Student Success and Support Program (SSSP). It was recognized that these programs all had the same ultimate goal of increasing student success and closing achievement gaps and that an integrated planning framework was needed to account for overlap between and among the programs, implementation of college-wide coordinated strategies, focus and direct appropriate resources on implementation of high impact practices, and reduce the administrative burden of developing and reporting on multiple plans.

Approved by: Francisco C. Rodriguez, Chancellor
Colleges were required to analyze prior plans, identify past successes, and develop new integrated plans and budgets using model templates provided by the CCCCO. Over the period 2015-2017 all District colleges, assisted by the Educational Programs and Institutional Effectiveness Student Success Office, employed collaborative processes to accomplish this, while also ensuring that these plans were aligned with higher level college, District, and system-level strategic plans and initiatives. The integrated plans, which cover the period 2017-19, are due to the CCCCO no later than January 31, 2018 and, as condition of state funding, require Board of Trustees approval.

All college plans were presented to the Board’s Institutional Effectiveness and Student Success Committee on December 13, 2017. The committee received and discussed these plans and recommended approval by the Board of Trustees.
Subject: **APPROVE 2018-2023 LOS ANGELES COMMUNITY COLLEGE DISTRICT STRATEGIC PLAN**

Approve the 2018-2023 Los Angeles Community College District Strategic Plan

**Background:** District level strategic plans establish district-wide priorities and serve as organizing framework for college strategic plans. These plans are required to meet accreditation standards related to integrated planning and reporting of institutional outcomes. The process of developing the 2018-2023 LACCD Strategic Plan was carried out under the auspices of the District Planning Committee, a participatory governance committee representing all District constituencies. It began in August 2016 and followed a work plan that included a comprehensive evaluation of the 2012-2017 District Strategic Plan, a data inquiry and information gathering process, development of goals and objectives, selection of measures and data analysis to establish targets, obtaining feedback from internal and external constituencies and approvals from the colleges, District constituencies, and the Board of Trustees. The Los Angeles Community College District Strategic Plan represents the District’s mission and purpose and is submitted for review and approval to the Board of Trustees.

Approved by: Francisco C. Rodriguez, Chancellor

<table>
<thead>
<tr>
<th>Chancellor and Secretary of the Board of Trustees</th>
</tr>
</thead>
<tbody>
<tr>
<td>By</td>
</tr>
<tr>
<td>Date</td>
</tr>
</tbody>
</table>

<p>| |</p>
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Buelna</td>
</tr>
<tr>
<td>Moreno</td>
</tr>
<tr>
<td>Fong</td>
</tr>
<tr>
<td>Svonkin</td>
</tr>
<tr>
<td>Hoffman</td>
</tr>
<tr>
<td>Voren</td>
</tr>
<tr>
<td>Kamlager</td>
</tr>
<tr>
<td>Martinez</td>
</tr>
<tr>
<td>Student Trustee Advisory Vote</td>
</tr>
</tbody>
</table>

Com. No. CH2 Division: Chancellor Date: January 10, 2018 Page 1 of 1
Subject: **APPROVE LOS ANGELES PIERCE COLLEGE MISSION STATEMENT AND 2017-2021 STRATEGIC MASTER PLAN**

Approve the Mission Statement and Strategic Master Plan, 2017-2021 for Los Angeles Pierce College (LAPC).

**Background:** Accreditation standards require that colleges regularly review their mission statements to ensure that they continue to reflect the institution’s broad educational purpose, intended population, type of degrees and other credentials offered, and commitment to achieving student learning. Additionally, the standards require Board of Trustees approval of the college mission statement since it is central to institutional planning and decision-making. Accreditation standards also require that colleges periodically update their strategic and educational master plans since these plans provide a framework for institutional direction, improvement, and public accountability. As these plans represent the college’s mission and purpose, they are also submitted for review and approval to the Board of Trustees. On December 13, 2017, the Board’s Institutional Effectiveness & Student Success Committee reviewed both the revised LAPC Mission Statement and Strategic Master Plan, 2017-2021, and recommended its approval by the Board.

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

<table>
<thead>
<tr>
<th>By</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Student Trustee Advisory Vote

<table>
<thead>
<tr>
<th>By</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Chancellor:

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Buelna</td>
<td></td>
</tr>
<tr>
<td>Fong</td>
<td>Moreno</td>
</tr>
<tr>
<td>Hoffman</td>
<td>Svonkin</td>
</tr>
<tr>
<td>Kamlager</td>
<td>Veres</td>
</tr>
<tr>
<td></td>
<td>Martinez</td>
</tr>
</tbody>
</table>

Student Trustee:

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Student Trustee Advisory Vote
Subject: **NOTIFICATION OF OUT OF STATE STUDENT TRAVEL**

**I. Los Angeles Pierce College**

Twenty-five students and one faculty member will travel to Estero de Punta Banda, Baja California, Mexico for the class Biology 11C: The Marine Biology of the Wetland Community Environment of the Punta Banda, Baja California, Mexico during the period of March 8 to March 19, 2018.

**Background:** Biology 11C is a field study class that examines the ecology of the wetland community in the Estero de Punta Banda region of the Baja California peninsula.

**FISCAL IMPLICATION:** The estimated total cost of the trip is $3375. Funds from students’ personal funds will be used for this travel. No District funds will be used for this travel.

**II. Los Angeles Pierce College**

Twenty-five students and one faculty member will travel to Bahia de los Angeles, Baja California, Mexico for the class Biology 123: The Marine Biology of the Sea of Cortez in Bahia de los Angeles, Baja California, Mexico during the period of July 27 to August 10, 2018.

**Background:** Biology 123 is a field study class that examines the ecology of the midriff island ecosystem of the Sea of Cortez. Students will learn the principles of biological oceanography of this system, the ecology of the birds, marine and desert plants, fish, invertebrates, whales and dolphins. An emphasis is placed on fisheries, conservation biology and the unique circumstances of underdeveloped countries in these respects.

**FISCAL IMPLICATION:** The estimated total cost of the trip is $34,125. Funds from students’ personal funds will be used for this travel. No District funds will be used for this travel.
Subject: RATIFY OUT OF STATE STUDENT TRAVEL

I. East Los Angeles College

Four students and one faculty member travelled to the Smithsonian Undergraduate Internship Program in Washington, D.C. during the period of January 6 to February 8, 2018.

Background: The museum studies internship provided four students with professional workshops led by ELAC’s Vincent Price Art Museum, followed by a month-long internship coordinated by the Smithsonian’s Office of Fellowships and Internships (OFI). Students will be mentored by museum professionals, gain knowledge of the education and experience required to obtain a museum career, and upon their return visualize a path for themselves as future museum professionals.

FISCAL IMPLICATION: The estimated total cost of the trip was $16,299. Funds from the Vincent Price Art Museum Foundation were used for this travel. No District funds were used for this travel.
Subject: APPROVE DISCIPLINARY ACTION FOR CLASSIFIED PERMANENT EMPLOYEE

SUSPENSION OF CLASSIFIED PERMANENT EMPLOYEE

The ten (10) day suspension of employee (EN 776343) assigned to Los Angeles Valley College (LAVC) as an Administrative Analyst is based on the following cause:

- Inefficiency
- Inattention to or Dereliction of Duty

Background: The above recommendation is in accordance with procedures listed in Education Code Section 88123 and Personnel Commission Rule 735. Evidence is on file in the Employer-Employee Relations Unit of the Human Resources Division to support the above recommendation.

Due process rights guaranteed by Skelly v. State Personnel Board, 15 Cal. 3d 194 (1975) have been afforded the above listed permanent employee.