

**Los Angeles Community College District
Board Task Force Committee Minutes
Sexual Assault, Sexual Harassment, and Title IX
Wednesday, January 10, 2018
9:00 a.m.**

Committee Member: Andra Hoffman, Chair

Welcome and Opening Remarks by Trustee Andra Hoffman

Trustee Hoffman welcomed everyone to the meeting. She indicated that there will be two meetings scheduled monthly until June and the Committee will present its recommendations to the Board of Trustees at the June 2018 Board meeting. She stated that at the November Board meeting, she had requested a report for the last five years of sexual harassment incidents that were reported to the Los Angeles Community College District (LACCD). She deferred to Dr. Albert J. Román, Vice Chancellor, Human Resources, to review the statistics and answer any questions.

Review Title IX/Sexual Harassment Report, 2013-17

Documents entitled "Report Summary 2013-2017" and "Clery Report 2013-2017 Crimes Reported to the Sheriff's Bureau" were distributed.

Dr. Román discussed the documents with respect to the number of incidents reported, but not substantiated, and the colleges' roll in the process for sexual complaints. He discussed the awareness at the state and local level. He indicated that since training has been conducted throughout the LACCD, it has raised awareness throughout the District and informed employees of the resources available to protect them from discrimination and sexual harassment. He deferred to Officer Rubio.

Officer Rubio discussed the "Clery Report 2013-2017" crimes reported to the Sheriff's Bureau and the investigation process.

A question and answer session was conducted with respect to the policies and procedures of a criminal investigation and the level of confidentiality for these cases.

Ms. Joanne Waddell, President, Los Angeles College Faculty Guild, recommended that Mr. David Salazar, Chief Facilities Executive, be included in the Committee's discussion since the Bond Program has strict rules in place that Mr. Salazar can share with the Committee.

Trustee Hoffman noted that initially she was interested in workplace violence and bullying, but with the current climate of sexual harassment awareness her focus turned to sexual harassment issues and the Board Task Force Committee was created. She indicated that at a later time, she will be requesting information on workplace violence and bullying in regards to policies and procedures.

Trustee Hoffman requested a detailed report of all the crimes reported to the LACCD.

Dr. Román indicated that he would be reaching out to the colleges for these reports. He cautioned that confidentiality is crucial since some of these cases are still pending investigations.

Continue Presentation: Title IX at LACCD Workshop

Ms. Cristy W. Passman and Ms. Victoria Friedman, Compliance Officers, continued the PowerPoint presentation *Title IX at LACCD Workshop*. Participants engaged in an interactive exercise.

A question and answer session was conducted regarding employees missing out on training because they are not able to see emails on a daily basis informing them of training sessions or they don't have regular access to a computer.

Trustee Hoffman stated that a policy should be implemented clearly stating the various methods to communicate and training employees other than online or by emails to ensure that everyone has the opportunity to the sexual harassment training and Title IX Workshop.

Ms. Friedman recommended that the Committee members submit either in writing or verbally at the next meeting hypothetical scenarios that have not been addressed in the Title IX Workshop presentations in regards to policy or how to handle a situation. In order to include the responses at the next committee meeting of the scenarios, it was determined that they be submitted by January 25, 2018 to the Task Force Committee.

Trustee Hoffman and Dr. Roman responded that this a great idea.

Trustee Hoffman inquired if a Clery Report is required for the Educational Services Center.

Ms. Anne Diga, Associate General Counsel, indicated that she would look into this and get back to the Committee.

Begin Review of Administrative Regulation C-14: District Procedures

Ms. Passman discussed the process of adding the Title IX policy to the Administrative Regulations.

This item will be brought back to the Task Force Committee for discussion.

Future Agenda Items

None.

Next Meeting

January 31, 2018

ADJOURNMENT

There being no objection, the meeting was adjourned at 11:05 a.m.