# Los Angeles Community College District
## District-wide Governance Committee
### Self Evaluation Form

**Bond Steering Committee**

<table>
<thead>
<tr>
<th>For Academic Year: 2009-2010</th>
<th>Date of Self Evaluation: 2/10/2010</th>
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</thead>
<tbody>
<tr>
<td><strong>Month</strong></td>
<td><strong>Meeting Date(s)</strong></td>
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</tbody>
</table>
| March '09 | 3/3/09 | 12 | X | X | 1. Meeting date and time  
2. Draft art program resolution  
3. Retro-commissioning status  
4. Bond program PR RFP status  
5. District Academic Senate and the bond processes  
6. Firestone/South Gate follow up  
7. LEED Platinum update |
| April '09 | 4/14/09 | 14 | X | X | 1. Energy Task Force update  
2. Platinum update  
3. FF&E concerns  
4. Design Build preparation  
5. BuildLACCD consultant totals and % of Measure J  
6. Art Resolution |
| May '09 | 5/5/09 | 17 | X | X | 1. Design Build "Refresh" update  
2. Academic Senate Summit  
3. Energy conservation  
4. Retro-commissioning status  
5. OCIP re-compete  
6. Outreach service goals  
7. IT master plan status  
8. Energy team  
9. Website update |
| June '09 | 2/2/09 | 16 | X | X | 1. District Technology/Contracts  
2. Harbor College Land Acquisition  
3. Harbor NE Academic Building  
4. Firestone Site  
5. Ad Hoc Energy Task Force Report  
6. Energy Team Review |
| July '09 | 7/7/09 | 18 | X | X | 1. Procurement strategy  
2. Energy program review  
3. Design-Build update  
4. DSA closeout  
5. Firestone  
6. Posting of minutes  
7. LEED Platinum  
8. Meeting frequency/length/membership  
9. Academic Summit  
10. Director Report |
| August '09 | 8/4/09 | 17 | X | X | 1. Build-LACCD program director update  
2. LEED Platinum update  
3. Energy Oversight Committee update  
4. Energy Conservation and existing building upgrades (Demand Side Management)  
5. Academic Summit plans  
6. Firestone  
7. GreenHive showroom |
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<tr>
<td>January '10</td>
<td>1/12/10</td>
<td>19</td>
<td>X</td>
<td>X</td>
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### February ‘10  2/2/10

| 18 | X | X |

#### Average Attendance

| 16.5 |

### Major Committee Accomplishments & Achievements in Past Year

- Clarified role of committee including roles and responsibilities through active discussion and participation by committee members
- Made a concentrated effort to develop regular minutes of the committee with review by members for accuracy prior to posting on the building program website for the information of the broader LACCD community
- Developed and circulated regular committee agendas in advance of meeting with an opportunity for committee members and others to add items to the agenda for discussion
- Clarified make-up / membership of the committee and got new members to participate from previously unrepresented segments of the LACCD community

### Major Obstacles/Problems with Committee Function

- There is a continuing need for clearer, early communication that is inclusive of all segments of the LACCD community.
- There still is some confusion over the role of the committee and responsibilities of committee members.
- A location needs to be found that provides adequate space for all attendees to be comfortable with suitable acoustics to encourage hearing and conversation.
- The Committee agenda is quite long. There needs to be a focus on items of districtwide consequence with the individual colleges empowered to deal with item that are only of concern to that college.
- The amount of time available for the committee meeting is inadequate unless the size of the agenda is reduced.
## Recommendations for Improving Committee Process/Efficiency

- Provide easier visitor parking access for committee meetings to encourage broad participation from all colleges of the District.
- Provide an opportunity for more in-depth conversations at the committee meetings, perhaps by reducing the number of agenda items that need to be considered at each meeting.
- Provide a method to link committee minutes and agendas to multiple websites to increase visibility and understanding, and promote better communication across the bond program.

## Committee Goals (If Appropriate) for Coming Year

- Complete Design/Build Presentation at each interested college
- Complete Energy Plans for each of the nine colleges and eligible satellite facilities
- Further clarify role, responsibilities and committee processes over the next year to achieve better understanding and awareness of bond program issues across the District.

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Chair/Co-Chair Signature: [Signature]

Chair/Co-Chair Name: [Name]

Chair/Co-Chair Signature: [Signature]

Chair/Co-Chair Name: [Name]