

MINUTES

AP No. 2360

Board Reviewed: 5/17/06; 4/11/18

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- I. Minutes shall be taken at Board meetings recording all actions taken by the Board of Trustees. The minutes are public records and shall be available to the public as well as posted on the College website.
- II. The Superintendent/President's Office is responsible for maintaining minutes of Board meetings. The minutes shall be written to include only actions proposed and/or approved by the Board.
- III. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.
- IV. Source/Reference:

Education Code Section 72121(a)