



Book	Siskiyou Joint Community College District Board Policies
Section	Chapter 2: Governance
Title	Minutes
Code	BP 2360
Status	Active
Adopted	August 5, 2008
Last Revised	May 3, 2016
Last Reviewed	August 17, 2021
Prior Revised Dates	09/02/2008
Origin	Superintendent/President
Office	President's Office
Next Review	July 1, 2025

The Superintendent/President shall cause minutes to be taken of all meetings of the Board. The minutes shall record all actions taken by the Board. The minutes shall be public records and shall be available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

The minutes shall also record the names of those present, all motions, the names of those making and seconding motions and the votes cast.

Legal	Education Code Section 72121(a) Government Code Section 54957.5
Cross References	Administrative Procedure 2360