



BOARD POLICY

2340

DESERT COMMUNITY COLLEGE DISTRICT

AGENDAS

An agenda shall be posted adjacent to the place of meeting as well as on the District's internet website at least 72 hours prior to the meeting time for regular meetings. The agenda shall include a brief description of each item of business to be transacted or discussed at the meeting. If requested, the agenda shall be provided in appropriate alternative formats so as to be accessible to persons with a disability

No business may be acted on or discussed which is not on the agenda, except when one or more of the following apply:

- A majority of the members decides there is an "emergency situation" as defined for emergency meetings;
- Two-thirds of the members (or all members if less than two-thirds are present) determine there is a need for immediate action and the need to take action came to the attention of the Board subsequent to the agenda being posted;
- An item appeared on the agenda of, and was continued from, a meeting held not more than five days earlier.

The order of business may be changed by consent of the Board.

The Superintendent/President shall establish administrative procedures that provide for public access to agenda information and reasonable annual fees for the service.

Board members and members of the public may place matters directly related to the business of the District on an agenda for a Board meeting by submitting a written summary of the item to the Superintendent/President. The written summary must be signed by the initiator. The Board reserves the right to consider and take action in closed session on items submitted by members of the public as permitted or required by law.

Agendas shall be developed by the Superintendent/President in consultation with the Board Chair.

Agenda items submitted by individual Board members or members of the public must be received by the Office of the Superintendent/President three weeks prior to the regularly scheduled Board meeting.

Agenda items initiated by individual Board members or members of the public shall be placed on the Board's agenda following the items of business initiated by the Board and by staff. Any agenda item submitted by individual Board members or members of the public and heard at a public meeting cannot be resubmitted before the expiration of a 90-day period following the initial submission.

References:

Education Code Sections 72121 and 72121.5

Government Code Sections 54954 et seq. and 6250 et seq.

Approval Date: October 19, 2007

Administrator: Superintendent/President

Updated: November 18, 2008

5-Year Review/Board Approval Date - 2nd Reading: January 15, 2016

Executive Cabinet Review/Approval: August 15, 2017

College Planning Council/Information Item: September 22, 2017

Board Review/Approval, 1st Reading: November 15, 2017

Board Review/Approval, 2nd Reading: December 15, 2017

Next Review: December 2022