



# **BOARD POLICY**

**2360**

## **DESERT COMMUNITY COLLEGE DISTRICT**

### **MINUTES**

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 record all motions, the names of those Board members making and seconding motions, dissenting votes, and any other information as directed by the Superintendent/President or Board Chair.

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.

#### **References:**

**Education Code Section 72121(a)**  
**Government Code Section 54957.5**

Approval Date: August 16, 2007  
Cabinet 5-year Review: July 2, 2013  
Board 5-year Review: July 18, 2013  
Executive Cabinet Review/Approval: May 9, 2017  
College Planning Council/Information Item: May 12, 2017  
Board Review/Approval, 1<sup>st</sup> Reading: June 15, 2017  
Board Review/Approval, 2<sup>nd</sup> Reading: July 20, 2017  
Next Review: July 2022

Administrator: Superintendent/President