

Sierra College

ADMINISTRATIVE PROCEDURE

AP 2360

Minutes of Meetings of the Board of Trustees

Date Adopted:	12/2/2003
Date Revised:	3/5/2021
Date Reviewed:	3/5/2021
References:	Education Code Section 72121 subdivision (a)

The Superintendent/President shall cause minutes to be prepared of all regular and special meetings of the Board.

Minutes of meetings shall be reviewed, revised as appropriate, and adopted by the Board at its subsequent regular meeting. Minutes of meetings shall be posted to the District's website (www.sierracollege.edu).

In accordance with the Public Records Act, documents, including Board of Trustees minutes and supporting information, shall be available for public access during the time the district office is open to the public. The Superintendent/President may establish reasonable fees for the service.

See Board Policy 2360.