## ADMINISTRATIVE REGULATION

BOARD OF TRUSTEES

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

## MINUTES OF THE BOARD OF TRUSTEES MEETINGS

The Chancellor's Office is responsible for maintaining minutes of Board meetings according to current law and the provisions of the Brown Act. The minutes shall be written to include only actions proposed and/or approved by the Board.

Public comments will be topically summarized in the Board meeting minutes. Upon request by a speaker who is addressing the Board, a "for-the-record" statement shall be included in the Board Meeting Supplemental Minutes, with the understanding that the speaker will provide a written copy of the statement at the time it is presented.

Reference: Education Code Section 72121(a)

Adopted:05-09-13Revised:02-14-19Revised:09-08-22