

# ADMINISTRATIVE REGULATION 2360

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

## MINUTES OF THE BOARD OF TRUSTEE 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 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)*