



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • COLLEGE OF CONTINUING EDUCATION

Board Policy

Chapter 2 – Board of Trustees

BP 2310 – REGULAR MEETINGS OF THE BOARD

Regular meetings of the board of trustees shall normally be held once a month unless otherwise determined by official action. Regular meetings of the board shall normally be held in the Board Conference Room, Suite 235-255 at the Charles W. Patrick District Office Building, 3375 Camino del Rio South, San Diego, California. The board endeavors to hold at least one meeting per year at each college.

In addition to regular meetings, the board may also hold workshops/retreats from time to time throughout the year for the study of special topics of interest to the board or the community.

Regular meetings may be adjourned to a subsequent time or day at the discretion of the Board should it appear to the Board that the business of the meeting has not been completed.

The setting of time limits on Board Meetings:

1. In the event the Board has scheduled both Open and Closed Sessions during one meeting, the total meeting time of both sessions shall not exceed 5 hours, except by majority vote of the Board at that time;
2. The Board shall adjourn no later than 10:00 p.m. No action shall be taken after that time, unless there has been a majority vote of the Board to determine a time certain for adjournment in order to hear urgent matters before the Board;
3. No item shall be considered or discussed longer than 30 minutes in any one meeting of the Board except by a majority vote of the Board. This time limit; however, will not preclude input within the time limits set by Board, from the Senates, other District staff, students or the general public. The Board may determine how much time will be allowed for discussion or action on any item;
4. Recommended guidelines are that members of the Board shall have a total of no more than five (5) minutes each to speak or question staff, and shall be recognized no more than twice by the presiding officer, on any item during the same meeting.
5. If a Board member believes that a detailed explanation is needed on his/her/their views on an issue, he/she/they will be invited to prepare a written paper detailing the main points or concerns. Copies will be distributed to the Board and relevant parties. The Board may by majority vote, table or postpone to a date certain, any item before the Board; and

6. Individual Board members shall have no more than five (5) minutes during the REPORT OF THE TRUSTEES, to discuss any matter they determine to be pertinent to the educational jurisdiction of this District.

A notice identifying the location, date, and time of each regular meeting of the Board of Trustees shall be posted at least ten days prior to the meeting and shall remain posted until the day and time of the meeting. All regular meetings of the Board of Trustees shall be held within the boundaries of the District except in cases where the Board is meeting with another local agency or is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District.

All regular and special meetings of the Board of Trustees shall be open to the public, be accessible to persons with disabilities, and otherwise comply with Brown Act provisions, except as required or permitted by law.

Also see BP 2320 Special and Emergency Meetings, BP 2340 Agendas, BP 2345 Public Participation at Board Meetings, BP 2350 Speakers, and BP 2355 Decorum

References:

Education Code Section 72000(d);
Government Code Sections 54952.2, 54953 et seq., and 54961

Adopted: 12/14/06

Revised: 12/14/17, 3/10/22, 12/19/24

(Replaces current SDCCD BP 2310; former policies 1001.8, 1001.17)