



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • CONTINUING EDUCATION

## Board Policy

### Chapter 2 – Board of Trustees

#### BP 2315 – CLOSED SESSIONS

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Closed sessions of the Board of Trustees shall only be held as permitted by applicable legal provisions including but not limited to the Ralph M. Brown Act (Government Code Sections 54950 et seq.), other sections of the California Government Code, and the California Education Code. Matters discussed in closed session may include:

1. The appointment, employment, evaluation of performance, discipline, or dismissal of a public employee;
2. Charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session. The employee shall be given at least 24 hours written notice of the closed session.
3. Advice of counsel on pending or anticipated litigation, as defined by law;
4. Consideration of tort liability claims as part of the District's membership in any joint powers agency formed for purposes of insurance pooling;
5. Real property transactions;
6. Threats to public security;
7. Review of the District's position regarding labor negotiations and giving instructions to the District's designated negotiator;
8. Discussion of student disciplinary action, with final action taken in public;
9. Conferring of honorary degrees;
10. Consideration of gifts from a donor who wishes to remain anonymous;
11. To consider its response to a confidential final draft audit report from the Bureau of State Audits.

The agenda for each regular or special meeting shall contain information regarding whether a closed session will be held and shall identify the topics to be discussed in any closed session in the manner required by law.

No minutes shall be taken of the proceedings of the Board of Trustees while convened in Closed Session. If action is taken in closed session, minutes must be taken and may be kept confidential and apart from public session minutes. Actions taken in closed session, along with the vote or abstention of every member present, shall be publicly reported as required by the Ralph M. Brown Act.

All matters discussed or disclosed during a lawfully held closed session and all notes, minutes, records, or recordings made of such a closed session are confidential and shall remain confidential unless and until required to be disclosed by action of the Board of Trustees or by law.

If any person requests an opportunity to present complaints to the Board of Trustees about a specific employee, such complaints shall first be presented to the Chancellor. Notice shall be given to the employee against whom the charges or complaints are directed. If the complaint is not resolved at the administrative level, the matter shall be scheduled for a closed session of the Board of Trustees. The employee shall be given at least 24 hours written notice of the closed session, and shall be given the opportunity to request that the complaints be heard in an open meeting of the Board of Trustees.

Reference: Education Code Section 72122;  
Government Code Sections 54950 et seq. (Ralph M. Brown Act), 54956.8,  
54956.9, 54957, 54957.1, 54957.6, and 11125.4

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**Adopted:** 12/14/06

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*(Replaces current SDCCD BP 2315)*