

**STATE BOARD OF COMMUNITY COLLEGES
For Future Action / For Action Bylaws Article**

Attachments contained herein as part of Attachment SBG 01 are:

- SBG 01a – SBCC Bylaws Article V Agenda – Proposed For Future Action / Action Language – Option 1a
- SBG 01b – SBCC Bylaws Article V Agenda – Proposed For Future Action / Action Language – Option 1b
- SBG 01c – SBCC Bylaws Article V Agenda – Proposed For Future Action / Action Language – Option 1c
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Article V. Agenda.

The agenda for a regular or special meeting of the State Board shall be prepared by the Secretary with approval of the Chair. A copy of the agenda for each regular meeting of the State Board, including notice of all expiring terms on or vacancies in membership of the State Board and its committees, and insofar as is practicable, copies of all reports and other materials to be presented to the regular meeting as a part of the agenda, shall be sent by the Secretary to each member at least seven days in advance of the regular meeting. If practicable, a copy of the agenda for each special meeting of the State Board with reports and other materials to be presented, shall be sent to each member at least five days in advance of the special meeting. When matters are to be considered by a committee between the time the agenda is sent and the time of any regular or special meeting of the State Board, and these matters are expected to be presented to the State Board for action at the meeting, all members of the State Board shall be sent such materials as a committee may prescribe by standing rule or as the chair of a committee may designate, in order to inform the State Board, insofar as may be feasible, of the nature of the action that might be asked of it.

Any person requesting an item to be placed on the State Board agenda for any meeting shall submit a written request with all supporting documents to the Secretary. In consultation with the Board Chair, the Secretary shall make the determination about what items are placed on the State Board agenda. All items related to amending the State Board of Community Colleges Code (SBCC Code) shall be placed on the agenda "For Future Action". All other items coming to the State Board for the first time shall be placed on the agenda "For Action".

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent agenda items shall be those of a non-controversial or routine nature. Any member of the Board has the right to comment on any consent agenda item. At the request of any member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item. The request to remove the item from the consent agenda shall be non-debatable and will be honored without discussion. Removal of an item from the consent agenda returns it to the appropriate committee's report for full Board discussion.

Any committee or member of the State Board may request consideration by the State Board of any items not on the agenda of a regular or special meeting. However, such an item shall not be so considered without the approval of two-thirds of the qualified members of the State Board present at such meeting.

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Any person requesting an item to be placed on the State Board agenda for any meeting shall submit a written request with all supporting documents to the Secretary. In consultation with the Board Chair, the Secretary shall make the determination about what items are placed on the State Board agenda. The Chair of each State Board committee shall confer with the committee staff to determine the placement of items on the agenda. If so decided by the Committee Chair in consultation with committee staff, items coming to the State Board for the first time may be placed on the agenda "For Action". At the request of any member of the committee or Board, any item listed "For Action" may be removed and given consideration as a "For Future Action" item upon the approval of the committee or Board. Unless the State Board votes to suspend its rules, any agenda item related to amending the State Board of Community Colleges Code (SBCC Code) coming before the State Board for the first time shall be placed on the agenda "For Future Action." Any item that has been on the State Board agenda "For Future Action" may be placed on the agenda "For Action" at any subsequent meeting.

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