



The use of the BoardDocs program has made the development and delivery of meeting agendas, minutes, and supporting documents more effective, efficient, and user friendly and is a useful method of reviewing, searching, utilizing, storing, and archiving meeting materials. The BoardDocs program provides employees, students, and the public with easy access to meeting materials.

The Board of Trustees designates BoardDocs as the official repository for governing Board meeting agendas, minutes, and supporting documents. The Board of Trustees directs the Chancellor to delegate the expanded use of BoardDocs to various governance groups at the District and college level as the official repository of their meeting agendas, minutes, and supporting documents. The use of BoardDocs as the official meeting repository throughout the District also provides a searchable, historical record for the District and enhances the ability to obtain and retain information for accreditation purposes.

The Chancellor's Office shall designate the appropriate document publishers (those who manage BoardDocs sites for the various District and college level meetings) and provide for training in the implementation and use of BoardDocs across various meetings.

Subscription to the BoardDocs service is renewed on an annual basis. Use of BoardDocs increases transparency, reduces the time and resources spent producing meeting agendas, allows for meeting efficiency, and significantly improves access to meeting information.

Board approval date: 5/17/16 (to be effective July 1, 2016)