

**SAN FRANCISCO COMMUNITY COLLEGE DISTRICT  
POLICY MANUAL**

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| Title:<br>QUORUM AND VOTING  | Number:<br>BP 1.08 |
| Legal Authority:<br>Education Code, sections 70902, 72000(d)(3), 81313,<br>81365, 81432, and 81452; Government Code, section<br>54954.2. |                    |

I. Quorum. A quorum of the Board shall consist of four members. No official action shall be taken when a quorum is absent.

II. Voting. The Board shall act by majority vote of all of the membership of the Board, unless a higher level of Board votes is required. A roll call vote shall be taken when requested by any Trustee or as otherwise required by law. No action shall be taken by secret ballot.

At times, a super majority or unanimous vote is required by law. These instances include, but are not limited to, a two-thirds vote of all members present or unanimous vote if less than two-thirds of the Board is present to override the failure to agendaize an item when the need to act arose after the agenda was posted, and two-thirds or unanimous votes required for certain actions concerning District real and personal property.

The Chancellor shall include special voting requirements on agendas.

Approved by District Board of Trustees on 8/27/09. Revised on 10/25/12.

