Submitted By: Harry Khanna, Vice President Academic Affairs

Subject: Amendment to ASUCSD Council Bylaws

The ASUCSD Council approved the Amendment to ASUCSD Council Bylaws. See Attached.

Approved: 16
Against: 1
Abstain: 7

Council Approval;
Certified by:

________________________  __________________________
Chair of the Council    Date for Chair of the Council

________________________  __________________________
Presidential Approval    Date for the President
J. Minutes of the Council Proceedings

1. The minutes of the proceedings of the Council shall be taken by the Clerk of the Council.

2. The minutes shall include:
   a. The full text of all committee, officer and Council Member reports presented in written or preferably electronic form. For reports to be included in the minutes, they must be submitted to the Clerk by 12:00 PM two (2) academic days before the subsequent council meeting.
   b. The text of all items and proposed amendments as finally considered under Old Business and Items of Immediate Consideration.
   c. The full text of all items as submitted for New Business.
   d. The full text of all main motions, secondary motions when needed for clarity, votes, and “points of order” effecting a ruling from the Chair and amendments to agenda items, first and second degree.
   e. A synopsis of announcements made by Council Members, each speech made during Public Input, and those reports presented orally.

3. By 4:30 PM two (2) three (3) academic days before the subsequent Council Meeting, unofficial recorded minutes of the previous Council Meeting shall be sent to all Council Members over the AS email listserv and posted on the AS website.

4. All Council minutes shall be considered unofficial until approved by majority vote of the Council.

5. Once recorded and approved by the Council, the minutes shall be posted to the AS website within two (2) academic days or made available by paper copy upon request of any member of the public or press.