



*Changing Lives...Building Communities*

**Title of Policy:** OPEN MEETINGS POLICY

**Applies to (check all that apply):**

Faculty\_\_\_\_ Staff\_\_\_\_ Students\_\_\_\_  
Division/Department\_\_\_\_ College\_\_\_\_ General Public  X

**Topic/Issue:**

Open Meetings policy for the general public

**Background to Issue/Rationale for Policy or Procedure:**  
**(For procedures, cite appropriate approved College Policy addressed)**

Effective July 1, 1992, the State's Open Meetings Act required each public body to "adopt and enforce reasonable rules regarding the conduct of persons attending its meetings and videotaping, televising, photographing, broadcasting, or recording of its meetings."

**State/Federal Regulatory Requirements (cite if applicable):**

Open Meetings Act

**Policy Language:**

**PUBLIC ATTENDANCE**

1. At any open session of the Baltimore city Community College (BCCC) Board of Trustees, the general public is invited to attend and observe.
2. Except in instances when the BCCC Board of Trustees expressly invites public testimony, questions, comments, or other forms of public participation, or when public participation is otherwise authorized by law, no member of the public attending an open session may participate in the session.

**DISRUPTIVE CONDUCT**

1. A person attending an open session of the BCCC Board of Trustees may not engage in any conduct, including visual demonstrations such as waving of placards, signs, or banners, that disrupt the session or that interferes with the right of members of the public to attend and observe the session.
2. The presiding officer may order any person who persists in conduct prohibited by subsection (1) of this section or who violates any other regulation concerning the conduct of the open session be removed from the session and may request police assistance to restore order. The presiding officer may recess the session while order is restored.

#### RECORDING, PHOTOGRAPHING, AND BROADCASTING OF OPEN SESSIONS

1. A member of the public, including any representative of the news media, may record discussions of the BCCC Board of Trustees at an open session by means of a tape recorder or any other recording device if the device does not create an excessive noise that disturbs members of the BCCC Board of Trustees or other persons attending the session.
2. A member of the public, including any representative of the news media, may photograph or videotape the proceedings of the BCCC Board of Trustees at an open session by means of any type of camera if the camera is operated without excessively bright artificial light that disturbs members of the BCCC Board of Trustees or other persons attending the session, and does not create an excessive noise that disturbs members of the BCCC Board of Trustees or other persons attending the session.
3. A representative of the news media may broadcast or televise the proceedings of the BCCC Board of Trustees at an open session if the equipment used is operated without excessively bright artificial light that disturbs members of the BCCC Board of Trustees or other persons attending the session, and does not create an excessive noise that disturbs members of the BCCC Board of Trustees or other persons attending the session.

4. The presiding officer may restrict the movement of a person who is using a recording device, camera, or broadcasting or televising equipment if such restriction is necessary to maintain orderly conduct of the session.

#### RECORDINGS NOT PART OF RECORD

A recording of an open session made by a member of the public, or any transcript derived from such a recording, may not be deemed a part of the record of any proceeding of the BCCC Board of Trustees.

**Approved by the Board of Trustees:** February 17, 1993

**Originator/Division:** Board of Trustees

**Reformatted:** August 4, 2008