



Date: July 21, 2008

Title of Proposed Procedures: Open Meetings Procedures

Applies to (check all that apply):

Faculty ____ **Staff** ____ **Students** ____

Division/Department: ____ **College** X

Topic/Issue:

Open Meetings policy for the general public

Background to Issue/Rationale for Procedure:

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.”

This procedure is taken from the Board by laws, approved on -----.

State/Federal Regulatory Requirements (cite if applicable):

Open Meeting Act, State Government Article 10-501 Et seq

Proposed Procedural Language:

The process to address the Board or its committees at a scheduled meeting requires that the individual or group submit a written request to the President at least 48 hours before the scheduled meeting. The request shall be acted upon by the Chair, who may, at his or her discretion deny it, grant it or grant it subject to limitations on the scope or [or] time of presentation. No individual or group shall be entitled to address the Board or its Committees unless the subject is deemed appropriate by the Chair and the duration of the presentation does not exceed limits imposed by the Chair. The Chair may refer the request to the President or a standing committee for follow-up and recommendations.

Proposed Implementation Date: February 17, 1993

Proposed by: Board of Trustees

Reformatted: August 4, 2008