

Southwestern Oregon Community College

BP 2340 Board Meeting Agenda

Purpose:

To establish and define agenda development process and protocol utilized in the course and scope of Board business.

Statement:

The Board Chair shall develop the agenda with input from Board members and the College President. Submissions by others for inclusion on an agenda must be made at least nine working days prior to the scheduled meeting. Items on the agenda are at the discretion of the chairperson and must meet board authority requirements. The only exception would be a request to review the performance of the President. (BP2080 Staff and Public Complaints)

Meetings of the Board of Education are business meetings of the Board which are held in public therefore, agendas reflect items which pertain to matters under the authority of the Board.

1. Additions or modifications to the official agenda may be made by a Board member or the College President in the order of business when the Chair calls for agenda changes.
 - a. The Board Chair shall ask if any items should be moved from the Consent Agenda to another category.
 - b. At the oral request of a Board member or the College President, a Consent Agenda item will be moved to another category.
2. Meetings of the Board of Education are business meetings of the Board that are held in public, and though the Board values citizen participation, it reserves the right to take partial testimony, limit debate or take whatever actions necessary to offer a fair hearing to an individual within the time necessary to complete the published agenda.
3. Requests from others within the districts, for additions to the agenda must be submitted to the College President, who is the Clerk of the Board, at least nine working days prior to a scheduled meeting.
4. Requests for additions to the official agenda by visitors attending a meeting of the Board shall be allowed by an affirmative vote of a majority of the Board members.

Members of the public may request a copy of the agenda at the President's office. Individuals with vision impairment shall receive an agenda, related supporting materials available to the general public, and minutes in an appropriate alternative format upon request of at least 48-hour notice prior to and/or following a public meeting.

Appropriate auxiliary aids and services available to ensure equally effective communications with qualified persons with disabilities may include large print, Braille, audio recordings and readers. Primary consideration shall be given to the requests of the person with a disability in the selection of appropriate auxiliary aids and services.

Should the Board determine such requests would result in a fundamental alteration in the service, program or activity, or in undue financial and administrative burdens, alternate, equally effective communications shall be used. Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.

Efforts shall be made to honor requests for auxiliary aide services when made 48 hours prior to a scheduled meeting.

Adopted: 07/24/2023

Southwestern is an equal opportunity employer and educator.