



## **BP 2340 Agendas**

### **References:**

ORS 192.640  
BP 2330 Quorum and Voting

An agenda shall be posted on the College's official website at least 24 hours prior to the meeting time for regular meetings. The agenda shall include a brief description of each item of business to be transacted or discussed at the meeting. If requested, the agenda shall be provided in appropriate alternative formats so as to be accessible to persons with a disability.

Agendas shall be developed by the President of the college in consultation with the Board of Education Chair.

The order of business at regular meetings of the Board will generally follow: Call to Order; Adopt Agenda; Public Forum; Presentations, Approval of Minutes; Consent Agenda; Report of Deputy Clerk, Report of Board Chair and Board Committee Representatives; Accreditation, as necessary; Associated Student Government; Report of the President, including Staff Report(s); Old Business; New Business; Announcements/Communication; Board Forum; and Adjournment.

The order of business may be changed by consent of the Board of Education.

Individual Board members may request an item be added to the agenda in person at the agenda prep meeting or by submission in writing to the Board Chair or the President in advance of this preparation meeting. A quorum must NOT be created at the Agenda Preparation meeting. If more than three Board members are present then written submission is required and Board members other than the Board Chair and Vice Chair (or their designees) must immediately leave the meeting.

**END OF POLICY**

President's Cabinet Approval Date:	November 27, 2018
College Council Approval Date:	November 29, 2018
Board Adoption Date:	November 13, 2018
Last Revised:	November 13, 2018

Rescinds: 1.105, 1.145, 1.160