



**NO. 1000      AUDIENCE PARTICIPATION IN BOARD MEETINGS**

- 1.0      To place an item on the agenda directly relating to the business of the College, a request must be made to the President's Office fourteen (14) calendar days prior to the regularly scheduled Board Meeting to permit appropriate consideration. The request should include a written summary of the subject to be considered and should indicate that all institutional policies and procedures for addressing such matters have been complied with. Disposition of the request will be announced no later than seventy-two hours preceding the Board Meeting.
- 2.0      To express an opinion on an item that is listed on the official Board agenda, a request must be made by noon on the day of the meeting. The request may be made by telephone (682-7503) or in person (7777 S. May, President's Office) and should state the general subject to be discussed and the name of the group being represented, if any. Normally persons addressing the Board will limit their remarks to five minutes.
- 3.0      During the meetings, the Board observes and strictly enforces rules of decorum. The chairperson may issue a warning to violators of this rule, or, in cases of public disturbance, may take appropriate action to expel a violator from the meeting.
- 4.0      Viewpoints on College matters can also be expressed by writing to the Board of Regents. Such correspondence should be addressed to the Oklahoma City Community College Board of Regents, 7777 S. May, Oklahoma City, OK, 73159.

Effective Date: 01-02-1991