

BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 205.7

Title Board Meetings

Notice of Board Meetings

Public notice of regular or special meetings of the Board shall be provided by posting the agenda on a bulletin board at the Stone Avenue administrative offices at 4647 Stone Avenue, Sioux City, Iowa. Notice shall be given at least 24 hours prior to the commencement of each meeting, unless for good cause such notice is impossible or impractical, in which case as much notice as is reasonably possible will be given. The notice shall include the time, date, place, and tentative agenda. Notice shall be provided to the news media and to others who have filed a request for notice with the Secretary-Treasurer of the Board. All requests for notice must be renewed annually.

Notice of the call of a special meeting shall be given to each Board member in writing and mailed to his/her home at least 24 hours before the meeting unless for good cause such notice is impossible or impractical, in which case as much notice as is reasonably possible will be given. The notice shall specify the time, date, place, and purpose (tentative agenda) of the meeting. Attendance at the special meeting shall constitute a waiver of notice.

Date of adoption 7/21/86

Legal Reference: (Code of Iowa)

Date of last revision _____

21.4

Date of current revision 1/8/96

Related Administrative Procedures and Cross References _____

Board of Director's Handbook