

10501 Time and Place of Regular, Special and Emergency Board Meetings

- (1) Regular meetings of the Board shall be held at 6:30 P.M. on the fourth Tuesday of each month at a location designated by the Chair. The time and/or date and/or place of a regular meeting may be changed by vote of a majority of the full membership of the Board. Regular meetings of the Board may be held by means of virtual conferencing as provided for under and subject to the requirements of the Nebraska Open Meetings Act.
- (2) A working meeting preceding any regular meeting may be called in the same manner as special meetings are called, as provided for in this Policy.
- (3) Special meetings of the Board shall be called upon a resolution duly approved by the Board at a Board meeting, or by the Chair of the Board whenever he or she determines that such a meeting is necessary or desirable, or upon petition or consent of a simple majority of the members of the Board to the Chair who shall thereupon call the special meeting. Special meetings shall be held pursuant to advance agenda and advance public notice in the same manner as regular meetings, *provided*, that notice of a special meeting shall be given to members of the Board (and published in the manner described in Board Policy 10503) not less than two days prior to the special meeting and, *provided further*, that the agenda for a special meeting may be transmitted to members of the Board by e-mail or other electronic means, or by hand delivery, not less than 24 hours prior to the special meeting. The agenda may be amended thereafter in any manner and at any time permissible under the Nebraska Open Meetings Act. Special meetings of the Board may be held by means of virtual conferencing as provided for under and subject to the requirements of the Nebraska Open Meetings Act.
- (4) Emergency meetings of the Board may be called when due to the emergency nature of the matter time does not permit reasonable advance public notice of the meeting. (In this connection, an “emergency” is an event or occasional combination of circumstances that calls for immediate action or remedy; a pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition.) An emergency meeting of the Board shall be called by the Chair of the Board whenever he or she determines that such a meeting is necessary, or upon petition or consent of a simple majority of the members of the Board to the Chair who shall thereupon call the emergency meeting. The nature of the emergency shall be stated in the minutes and any formal action taken in an emergency meeting shall pertain only to the emergency. Emergency meetings may be held by means of virtual conferencing. The provisions of Board Policy 10503, pertaining to notification of news media requesting notice of the meetings, shall be complied with in conducting an emergency meeting. Complete minutes of such emergency meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.
- (5) If an emergency is declared by the Governor pursuant to the Nebraska Emergency Management Act and the territorial jurisdiction of the College is included in the emergency declaration, in whole or part, the Board may hold a meeting by virtual conferencing during such emergency if reasonable advance publicized notice is given as described in the

Nebraska Open Meetings Act. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the Board may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the Board. The Board shall provide access by providing a dial-in number or a link to the virtual conference. The Board shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Nebraska Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. The provisions of Board Policy 10503, pertaining to notification of news media requesting notice of the meetings, shall be complied with in conducting an emergency meeting. The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided for in the Nebraska Open Meetings Act.

(Amended 5/23/78; 1/27/81; 12/18/84; 3/24/92; 9/22/92; 6/23/98; 3/27/01; 3/23/10; 5/28/13; 4/26/22)