

Policy Series 8000
Board Policy 8150

Meetings of the Board

Reference: WY Stat § 21-18-303, 21-18-305, 16-4-401 through 16-4-408

The Board of Trustees (Board) shall meet regularly. The Board meeting schedule will be made available annually, typically by the end of June for the fiscal year July 1 to June 30. The time and place of the meetings of the Board may be changed with proper public notice. Board, College Staff, or Consultant participation in the Board meeting may be in-person or via electronic means or telephone, when approved. All meetings of the Board of Trustees are open to the public except where allowed by statute.

The Board may hold Executive Session in accordance with WY Stat §16-4-405. All decisions of the Board shall be made in public session. The Board shall maintain minutes of Executive Sessions.

The Board may hold Special Meetings in accordance with WY Stat §16-4-404. A Special or Emergency Meeting shall consider only the business for which the meeting was called.

A quorum must be present for the transaction of business at meetings of the Board. A quorum comprises any four Trustees.

All meetings of the Board require an agenda. An agenda shall be prepared by the Board Chair in consultation with the President for review and approval by the Board during the meeting of the Board.

Items often included on the agenda generally include, but are not limited to, the following:

1. Call to order and roll call
2. Approval of Agenda – with provision made for additions (in Regular Meetings) and/or deletions
3. Consent Agenda – any item may be removed for discussion by any Trustee
4. Minutes – included in the consent agenda
5. Financial Reports – included in the consent agenda
6. President's Report
7. Advisory Committee Report
8. Faculty Senate Report
9. Student Government Association Report

Adoption Date: 11-17-2016

Review Dates:

Revision Dates: 7-14-2020; 11-18-2025

10. Sheridan College Foundation Report (typically every other month)
11. Public Comments
12. Unfinished business
13. New business
14. Adjourn

Minutes shall be taken at each meeting of the Board. The minutes of all Board meetings will typically be reviewed and approved at the next Regular Meeting. The minutes, once approved, shall be legally authenticated by the signatures of the Chair and Secretary of the Board. Once authenticated, the minutes shall be placed on permanent file in the President's office where they may be reviewed by any citizen.

The Board shall hold a public hearing to adopt the District Budget not later than the third Wednesday in July.

The Board shall hold a public hearing to levy an optional one mill for two fiscal years every even year in April.

The Board shall hold a public hearing to levy a BOCHES half-mill for two fiscal years every odd year in April.

Adoption Date: 11-17-2016

Review Dates:

Revision Dates: 7-14-2020; 11-18-2025