

BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 205.2

Title: Board Meetings

Special Meetings

It may be necessary for the Board to conduct a special meeting in addition to the regularly scheduled Board meeting. Special meetings may be held as may be determined by the Board or called by the President of the Board or by the Secretary- upon the request of a majority of the members of the Board.

Public notice of special meetings shall be given by the Secretary at least twenty-four hours prior to such meetings, or in the event of an emergency meeting when it is necessary to hold a meeting with less than 24 hours notice, as much notice as is reasonably possible shall be given. Also, special meetings shall be held in the location officially designated for regular meetings unless such place is impossible or impractical. The nature of the good cause justifying departure from the normal advance notice and/or location requirements shall be stated in the minutes.

Only that business for which the special meeting was called may be considered at any special meeting. Action on other items shall be reserved for the next regular or special meeting. Interested news media shall be advised of special meetings, and such meetings shall be in compliance with the open meetings law.

Date of adoption 7/17/67 Legal Reference: (Code of Iowa)

Date of last revision 1/8/96 21.4; 279.2

Date of current revision 7/6/2020

Related Administrative Procedures and Cross References _____

Board of Director's Handbook; 205.8 Agenda for Board Meetings;

202.4 Committees - Standing and Temporary