

# Policy Manual



<b>Title:</b> Appearances Before the Board of Trustees	<b>Number:</b> 6Hx2-1.23
<b>Legal Authority:</b> Fla. Statutes 120.525, 286.0114, 1001.64, 1001.65	<b>Page:</b> 1 of 1

## GENERAL STATEMENT

The Board of Trustees (“Board”) recognizes a responsibility to hear the views of interested persons on issues directly related to matters within the jurisdiction of the board. This policy provides information regarding the steps to be followed in submitting a Request to Address the Board, the criteria to be utilized in granting or denying such requests, general procedures governing appearances, and exceptions to the requirements. The policy does not address Public Hearings. Any citizen is entitled to speak at such a hearing providing their comments are limited to the specific Public Hearing.

## THE POLICY and THE STUDENT

Students of the College should be able to use this forum to voice their comments and concerns about matters within the jurisdiction of the Board. This policy ensures that appearances before the Board are orderly and fairly presented. The Board will review College proposals for action and make adjustments and endorsements as appropriate for further consideration by the Board.

## THE POLICY and THE FACULTY AND STAFF

The Faculty and Staff of the College should be able to use this forum to voice their comments and concerns about matters within the jurisdiction of the Board. This policy ensures that appearances before the Board are orderly and fairly presented. The Board will review College proposals for action and make adjustments and endorsements as appropriate for further consideration by the Board.

## IMPLEMENTATION and OVERSIGHT

Any person seeking permission to address the Board at a Board meeting must submit a written request to the Secretary of the Board (the College President) within the specified time periods. Upon the Secretary of the Board’s approval, in consultation with the Board Chair, those requesting to speak shall be notified prior to the meeting of the Board. The Chair of the meeting will recognize duly registered individuals at the appropriate point during the meeting. Unduly repetitive comments may be discouraged and restricted by the Chair. The Chair reserves the right to fix time limits on presentations as he deems appropriate to the topic and may limit the number of spokespersons who appear before it in support of or in opposition to a given issue being considered by the Board. The Board, by majority vote, may extend such limits as it deems appropriate. Additionally, the Chair may decline to hear any matter determined by the Chair and President to be outside its jurisdiction.

## VIOLATION OF POLICY

In order to proceed with the essential business of the Board in an orderly manner, any individual who attempts to disrupt a Board meeting will be subject to appropriate action pursuant to law and college policy.

**History:** Adopted September 24, 2013

**Approved by the  
Board of Trustees**

**Date:**  
09/24/2013

**President’s Signature**

**Date:**  
09/24/2013