

COLLEGE OF MICRONESIA-FSM
BOARD POLICY No.1311

Notice of Meetings and Agenda

Date Adopted:	20-23 March 2006
Date Revised:	13 December 2017
Date Reviewed:	19 March 2015, 13 December 2017
References:	COM-FSM Board of Regents By-laws

REGULAR MEETINGS

For regular meetings, written notice is provided to board members at least ten calendar days in advance of the meeting day. Notice is also given to the public in advance of the meeting day.

SPECIAL MEETINGS

When a special meeting is called on the initiative of the chairperson or upon petition of two board members, at least thirty days notice of the special meeting is given to all members. Notice of special meeting states the purpose of the special meeting, its location, and date. Notice may be given in person, by telephone, facsimile, email, or by mailing a copy of the notice to the mailing address of the respective board members. In computing the notice requirement under this section, the time period begins to run from the date of mailing or transmission.

WAIVER OF NOTICE

The board may waive the thirty-day notice for special meetings by an affirmative vote of three members.

Attendance at any meeting, regular or special, by a regent is conclusively deemed a waiver of notice of that meeting unless objection is made at the outset of such meeting to the failure to give proper notice.

NOTICE OF BOARD AGENDA

Prior notice to the board of the agenda for a regular meeting need not be given except for the following agenda items:

- a) Consideration of the termination of the services of the president or other academic and administrative heads of a component of the college;
- b) Termination of officers of the board;
- c) Removal of a board member; or
- d) An amendment to the bylaws.