

1000.8 Meetings of the Board

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

The Board shall meet regularly. The Board schedule will be made available annually by the end of June for the fiscal year July 1 to June 30. The time and place of regular meetings of the Board may be changed with proper public notice. Participation in the Board meetings may be in-person or via electronic means, such as video conference, if necessary. All regular meetings of the Board are open to the public.

The Board shall hold a public hearing to adopt the Gillette Community College District budget no later than the third Wednesday in July.

The Board may hold Executive Sessions in accordance with State Statute. An executive session is limited to discussion as outlined in State Statute. The Board shall follow proper protocol in opening and closing an executive session, only voting in public session, and shall maintain minutes of all executive sessions.

Special meetings and emergency meetings may be called by the Chair of the Board. Written notice shall be given to members in advance unless a special meeting is arranged for in a meeting when all Board members are present. A special or emergency meeting shall consider only the business of which the meeting was called.

A quorum must be present for the transaction of business at regular or special meetings. Any four members of the Board constitute a quorum.

An agenda shall be prepared by the Chair of the Board, or designee, in consultation with the President, for each of the regular meetings and for special and emergency meetings if the business at hand requires it. Provision shall be made for the introduction of additional items at the meeting. The order of business for the regular meetings of the Board shall be:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Introductions of Guests
5. Approval of the Agenda
6. Approval of Consent Agenda
7. Approval of Minutes of the Last Meeting

Adopted: October 20, 2021

Reviewed:

Revised:

Gillette Community College District
Board Policy
Series 1000

8. Financial Report
9. GCCD President's Report
10. Organizational Reports
11. Student Success Story
12. Enrollment
13. Faculty Senate Update (bi-monthly)
14. Staffing Update (included in consent agenda)
15. Advisory Council Report
16. Student Senate Report (bi-monthly)
17. GCCD Foundation Report
18. Committee Reports (As needed)
19. Old Business
20. New Business
21. Public Comments (Comments should be limited to 3 minutes duration for each agenda item. Please state your name, affiliation, and agenda item to address)
22. Upcoming Events/Activities
23. Adjourn

A record of the proceedings of the Board shall be made at each meeting. The minutes of all Board meetings shall 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, and filed with the Wyoming Community College Commission, where they may be reviewed by any citizen.

Adopted: October 20, 2021

Reviewed:

Revised: