

PUBLIC COMMENT**Reason for Policy**

To provide an orderly and efficient manner to obtain public comments and to provide the public with an opportunity to participate in the meetings of the Board of Trustees (from hereon in the "Board").

Policy Statement

A. The Board is committed to allowing members of the public an opportunity to offer comments and suggestions for the efficient and effective administration of the College. To this end, a special time shall be set aside for the purpose of receiving such comments and suggestions. All comments and suggestions addressed to the Board during the Public Comment Period shall be subject to the following procedures:

1. Any person wishing to speak at a Board meeting must register on the speaker sign-up sheet prior to the start of such meeting and must indicate his/her full name, address, whether he/she is speaking in his/her individual capacity or as a representative of a group, and the topic he/she will address.
2. To permit maximum public comment and input, no individual speaker shall be permitted to speak for more than three (3) minutes regardless of topic and no time may be transferred or assigned by others to the speakers so as to extend the three (3) minute time limit.
3. In the event that persons shall wish to address the Board requiring additional time beyond the three (3) minute time allowance, the Board may grant extensions for an additional period of three (3) minutes.
4. Members of the Board, upon recognition by the Chairperson, shall have the privilege of questioning speakers during the public comment portion of the meeting. Time spent during questioning by members of the Board shall not be deducted from the time limit for comment permitted to each speaker.
5. It shall not be the normal practice of the Board to give responses or answers to issues or questions raised during the open public comment period, either by the Trustees or by employees of the Board. Any questions or issues raised will be referred to the appropriate individual for review and appropriate response. This provision shall not preclude the Board from responding to questions requiring brief answers or information.
6. The Chairperson of the Board, after consultation with the Board Attorney, may stop public comment if a speaker makes hostile, threatening or other inappropriate comments, subject to overrule by a majority of the Board.
7. Statutory or required public hearings will operate under policies and procedures set forth by the Chairperson at the beginning of the meeting. Individuals speaking under the directive of this paragraph may be limited to the subject matter at issue.

8. The following general guidelines will be in effect:
 - a. Individuals wishing to speak during the Board's public comment section of the meeting will be called to speak in the order listed on the speaker sign-up sheet.
 - b. Any individual may submit written documentation at any time, regardless of whether he/she also offers oral comments.
 - c. The Chairperson may:
 - i. Call a speaker to order if his/her statement is too lengthy or is abusive, obscene or otherwise inappropriate.
 - ii. Request that a speaker leave the meeting if he/she refuses to come to order.
 - iii. Request that any individual leave the meeting if he/she does not observe reasonable decorum.
 - iv. Request the assistance of college Security in the removal of a disorderly person who has previously been asked to leave and refused the request.
 - v. Call for a recess or adjournment to another time, if the lack of public decorum rises to such level that it interferes with the orderly conduct of the meeting.

Approved:
October 18, 2007
Board of Trustees