

BYLAW

Prior to each regular meeting, the President shall prepare and transmit to the members of the Board an agenda for the meeting. Additional items shall be considered that are not on this agenda on the recommendation of the Chairman and by majority approval.

At all meetings, except special meetings, the business before the Board shall be disposed of in the following manner:

1. Statement of Compliance
2. Approval of minutes of previous meeting
3. Unfinished business of previous meeting
4. Reports of standing committees
5. Reports of special committees
6. Communications to the board by the president of the college
7. Other communications to the board
8. Miscellaneous business

The Chairman, with the consent of the Board, may change the order of business for any reason.

All committees to which any matters are referred shall report at the first meeting after such reference, unless further time is allowed by the Board or by the Chairman.

ADOPTED: February 22, 1965

Revised: August 29, 1980

Revised: November 7, 1983

REVIEWED: March 5, 1991