



CHAPTER 1	SECTION NO.
Board of Trustees	1.05
REFERENCE	<i>Adopted: October 12, 2010</i>
1.05.03.01 Addressing the Board of Trustees	<i>Reviewed: September 14, 2010; May 5, 2011; June 6, 2017</i>
	<i>Revised: June 8, 2011; June 6, 2017</i>

It shall be the policy of the Kishwaukee College Board of Trustees to encourage any individual or lawful organizations to address the Board if their desire is the furtherance of the educational objectives and philosophy of Kishwaukee College.

Groups or individuals who desire to have a specific topic placed on the agenda shall submit a written request at least five (5) working days prior to the public Board meeting. Said request shall be made in writing and shall explain the topic and provide rationale for the topic to be placed on the agenda. The written request shall be submitted to the President of the College at least five (5) working days prior to the next Board meeting. A copy of any written material to be presented to the Board at any such appearance shall accompany the request to be placed on the agenda.

Public Comment: Individuals wishing to address the Board during the public comment section of the agenda will need to complete the required sign in sheet (available prior to the meeting in the Founder’s Boardroom) with the requested information.

Addressing the Board and Public Comments will be limited to three minutes in length and should be limited to topics of concern or actions relevant to the Board of Trustees. The Chair reserves the right to limit the number of individuals or groups who will be recognized to speak and to terminate public comment which is abusive or disruptive. The maximum amount of time which will be provided for public comment at any one meeting shall be one hour. It shall be the discretion of the Board if after one hour, more time shall be allowed for public comment. It shall be the option of the Board Chair to halt presentations which repeat points already addressed or are not per the rules herein established.

The Board Chair shall have the authority to determine procedural matters regarding public participation not otherwise defined in Board Policy.