

## BOARD MEETING POLICY

Category:	Board of Governors
Number:	BO5
Responsibility:	President
Approval:	<i>Board of Governors, April 28, 2022</i>
Amendments:	Every 5 years or as circumstances warrant

### SCOPE

This policy applies to members of the public and Algoma University stakeholder's who attend the meetings of the Board of Governors.

### POLICY

#### 1. Notice of Meeting

A schedule of the date, location and time of the Board's regular meetings will be posted on the Board of Governors website in the public domain.

Changes in the schedule will also be posted on the website.

Agenda and supporting materials for open meetings will be available electronically on the website.

#### 2. Conduct During the Meeting

Observers may be asked to identify themselves.

Recording devices, videotaping and photography are prohibited, unless expressly approved by the Chair.

As stated in the Algoma University By-law, Section VI Meetings of the Board, Article 17, spectators (including representatives of the news media) shall not be permitted to address a meeting, to communicate with individual board members, to disturb the conduct of a meeting in any way, or to introduce signs or camera or other recording machines into the Board room.

The Chair may require anyone who displays disruptive conduct to leave.

### **3. Requests to Address the Board**

Members of the public may not address the Board or ask questions of the Board unless they have pre-arranged consent from the Chair to participate in the conversation. Individuals who wish to raise questions with the Board must contact the Secretary to the Board in advance of the meeting, as per Algoma University By-Law 7.4, VI.

### **4. Closed Session**

Members of the public, Algoma University stakeholders and media are excluded from the Closed Session.

The category of business to be discussed will be identified in the motion to adopt the confidential portion of the meeting agenda.

A closed session is so designated for the consideration of confidential business, such as matters:

- concerning personnel;
- financing;
- acquiring property;
- disposal of property;
- other confidential matters of the University (the disclosure of which might be prejudicial to an individual or to the best interests of the University)

#### Contact Information

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