Remote Attendance for Board or Committee Meetings

A Trustee may attend Board meetings via video or audio conference call whenever it is not possible for the Trustee to attend in person due to personal illness or disability, employment purposes, College business, or family or other emergency, or unexpected childcare obligation provided that the following conditions are satisfied:

1. A quorum of the members of the Board is physically present at the location of the meeting;

2. The Trustee has notified (i) the Chairman or Secretary and (ii) the College’s Director of Legislative Relations of the need and reasons for remote attendance in advance of the meeting, unless advance notice is impractical;

3. The voice of the Trustee attending remotely must be broadcast at the meeting so that the voice is audible to the entire audience; and

4. The Trustee attending remotely must be present on the telephone line for substantially the entire meeting.

Electronic attendance shall be allowed for all qualifying reasons. Upon the provision of notice as set forth in Paragraph 2 above, the Director of Legislative Relations shall make appropriate arrangements for the Trustee’s remote attendance at the meeting.

If the Trustee attending remotely would normally chair the meeting, the Vice-Chairman shall serve as Chairman for the meeting, or in the case of the remote attendance and/or absence of both the Chairman and the Vice-Chairman, the Board shall appoint a Trustee physically present at the meeting location to preside as Chairman pro tempore. The minutes of the meeting shall specifically reflect the Trustee(s) appearing by remote means.

The foregoing policy shall apply to any standing or ad hoc committee of the Board.

Authority: 5 ILCS 120/7; 110 ILCS 805/3-30.

History:
- Adopted 3/19/09
- Amended XX/XX/2023