



PROPOSED 2012 MEETING CALENDAR

**Wednesday Meetings**

|                 |                                     |                    |
|-----------------|-------------------------------------|--------------------|
| January 25      | Location to be Determined           | Full Board         |
| February 15     | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| March 14        | Location to be Determined           | Full Board         |
| April 18        | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| May 16          | Location to be Determined           | Full Board         |
| June 13         | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| June 20         | (Via Conference Call, if necessary) | Full Board         |
| September 18-19 | Location to be Determined           | Board Retreat      |
| October 17      | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| November 14     | Location to be Determined           | Full Board         |
| December 12     | Boca Raton Campus<br>ADM 305        | Committee Meetings |

Note: All Board meetings begin at 10:00 a.m. unless otherwise noted. Board meetings may be scheduled to coincide with special campus/site events.



PROPOSED 2012 MEETING CALENDAR

**Tuesday Meetings**

|                 |                                     |                    |
|-----------------|-------------------------------------|--------------------|
| January 24      | Location to be Determined           | Full Board         |
| February 14     | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| March 13        | Location to be Determined           | Full Board         |
| April 17        | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| May 15          | Location to be Determined           | Full Board         |
| June 12         | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| June 19         | (Via Conference Call, if necessary) | Full Board         |
| September 18-19 | Location to be Determined           | Board Retreat      |
| October 16      | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| November 13     | Location to be Determined           | Full Board         |
| December 11     | Boca Raton Campus<br>ADM 305        | Committee Meetings |

Note: All Board meetings begin at 10:00 a.m. unless otherwise noted. Board meetings may be scheduled to coincide with special campus/site events.



PROPOSED 2012 MEETING CALENDAR

**Thursday Meetings**

|                 |                                     |                    |
|-----------------|-------------------------------------|--------------------|
| January 26      | Location to be Determined           | Full Board         |
| February 16     | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| March 15        | Location to be Determined           | Full Board         |
| April 19        | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| May 17          | Location to be Determined           | Full Board         |
| June 14         | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| June 21         | (Via Conference Call, if necessary) | Full Board         |
| September 18-19 | Location to be Determined           | Board Retreat      |
| October 18      | Boca Raton Campus<br>ADM 305        | Committee Meetings |
| November 15     | Location to be Determined           | Full Board         |
| December 13     | Boca Raton Campus<br>ADM 305        | Committee Meetings |

Note: All Board meetings begin at 10:00 a.m. unless otherwise noted. Board meetings may be scheduled to coincide with special campus/site events.

## **ARTICLE VI**

### **MEETINGS**

#### **Section 6.1**

##### **NOTICE AND AGENDA**

All meetings of the BOT and its committees shall be noticed and open to the public at all times. No resolution, rule, or formal action shall be considered binding except as taken or made at a public meeting in accordance with Section 286.011 of the Florida Statutes. However, these notice or public meeting requirements shall not apply where the matters being considered are exempt by law from the notice or open meetings requirements, or both. The General Counsel or his or her designee shall be present at all BOT and Committee Meetings, whether open or not, unless otherwise provided by the BOT. All meetings required to be noticed will be posted on the Florida Atlantic University website at <http://www.fau.edu>.

Agenda items requiring action by Trustees must be submitted to the Corporate Secretary or his/her designee with sufficient time for the agenda and supporting information to be forwarded and received by the Trustees at least seven (7) days prior to the meeting requiring their vote. The time for submission of agenda items may be shortened only with the permission of the Corporate Secretary or his/her designee. No item requiring BOT action at a regular meeting may be included in the agenda without consideration by the committee having jurisdiction over the subject matter, unless previously approved by the BOT Chair and the Corporate Secretary in consultation with each other. Unanimously approved action items from committee meetings will be placed on the agenda as consent agenda items. Prior to the full BOT meeting, the BOT Chair or the committee chair may choose to have any specific item from a committee meeting placed as a separate item on the discussion section of the agenda. Likewise, prior to or at the time of the meeting, any Trustee may request that a specific item be moved to the discussion section of the agenda.

#### **Section 6.2**

##### **REGULAR MEETINGS**

There shall be no less than five (5) regular meetings a year, or as otherwise determined by the BOT.<sup>2</sup> For each calendar year thereafter, the schedule of meetings shall be set no later than the last meeting of the prior calendar year. Regular meetings shall be scheduled at 10:00 A.M. on the second Wednesday of the month in which the meeting is being held. Once established in accordance with these procedures, the time and date of a regular meeting may be changed only by an affirmative vote of a quorum of the BOT, or where deemed a necessity by the BOT Chair or the corporate Secretary in consultation with each other.

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<sup>2</sup> Upon adoption of these policies and procedures, the BOT shall set, at its next regular meeting, the schedule for regular BOT meetings for the remainder of the calendar year.