

## Public Meetings and Constituent Participation Policy

The Board of Trustees of the University of Oregon (the “Board”) believes that public comment and participation is an important component of effective governance. Additionally, the Board strives to ensure that its partners in shared governance at UO have meaningful opportunities to provide reports and feedback to the board at its regularly scheduled meetings.

### **Section 1- Comments by members of the public**

*1.1 The Board will provide a live public comment period at each regularly scheduled Board meeting.*

*1.2 The Board, or an assigned designee, will provide a response to questions that arise from the public comment period within 60 days of each regularly scheduled meeting.*

### **Section 2- Public Comment Guidelines**

2.1 Public comments must align with the Board’s published Public Comment Guidelines

2.2 Priority in public comment will be given to topics before the Board on the given meeting’s agenda. The Board Chair may grant an exception to this priority if no other individual is waiting to comment on an agenda item if time allows. The Board Chair may call individuals out of order to ensure that as many relevant viewpoints as possible are heard. The Chair may also ask that groups designate one spokesperson to make comments on a given topic.

2.3 Each full Board meeting will generally include 30 minutes scheduled for public comment.

2.4 Each person providing public comment is generally limited to three minutes. This time may be adjusted at the discretion of the Board Chair to include a greater number of participants.

2.5 Those wishing to make public comment at a meeting of the Board need to sign-up and provide their name, email, phone and relationship to the University either on the public sign-up sheet available at the meeting, or at least 24 hours prior to the meeting by emailing the Board.

2.6 Individuals wishing to provide written information to the Board may do so by emailing the Board at least 24 hours ahead of a meeting or bringing 30 copies of the material to the meeting, or delivering 30 copies to the Office of the Secretary 48 hours before the meeting.

2.7 The Board Chair and the Secretary will determine whether submitted material is appropriate for dissemination to trustees based on the University’s bylaws. Documents provided to the board are public records.

**Section 3- Participation by Campus Shared Governance Organizations**

*3.1 A representative from the Associated Students of the University of Oregon will be allowed to provide comments and submit a report at each regularly scheduled Board meeting.*

*3.2 A representative from the University of Oregon Senate will be allowed to provide comments and submit a report at each regularly scheduled Board meeting.*

**Section 4- Participation by Campus Labor and Employee Organizations**

*4.1 A representative from each official campus labor organization certified by the Employment Relations Board, will be allowed to provide comments and submit a report at each regularly scheduled Board meeting if requested.*

*4.2 A representative from the Officers of Administration Council will be allowed to provide comments and submit a report at each regularly scheduled Board meeting if requested.*