



BOARD OF REGENTS
OF
NORTHERN NEW MEXICO COLLEGE

OPEN MEETING NOTICE RESOLUTION

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Board of Regents of Northern New Mexico College to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, be it resolved this 20th day of March, 2017, by the Board of Regents of Northern New Mexico College that:

1. Regular scheduled meetings shall be held at 8:30 am the **fourth Monday of each month**, unless otherwise specified. Meetings will be held on either the Espanola or El Rito Campus as specifically indicated in the meeting notice. While telephonic participation in meetings is permitted by law for board members, the board strongly encourages physical presence at all board meetings, unless there are extenuating circumstances.
2. Notice shall be given at least ten (10) days in advance of any regular meeting.
3. Notice shall be given at least three (3) days in advance of any special meeting called by the Chairman.
4. Notice shall be given, if possible, at least twenty-four (24) hours in advance of any emergency meeting. This Board will avoid emergency meetings whenever possible.
5. Notices as set forth in Sections 2, 3, and 4 of this resolution shall state the date, time and place of the meeting and shall be disseminated to the Rio Grande Sun, to the College community, and posted in the following locations: El Rito Campus, Espanola Campus, Northern New Mexico College Website. Copies of the written notice shall be provided to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation in the state that have made a written request for notice of public meetings.
6. The Board's meeting notices shall include an agenda of business to be discussed or transacted at the meeting. A final agenda shall be available at least 72 hours prior to the meeting at the Office of the President at the Espanola Campus. Except in an emergency, the Board shall act only on items appearing on the agenda. If any regular meeting is rescheduled, notice shall be given of such rescheduled meeting pursuant to the requirements for giving notice of special meetings.

7. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the President's Office at 505-747-2140 at least one week prior to the meeting or as soon as possible.
8. The Board may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meeting Act.
 - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meetings.
 - (b) If a closed meeting is conducted when the Board is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.
 - (c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
9. Publication. This resolution shall be published once in the Rio Grande Sun within thirty (30) days after approval of this resolution. A copy of the approved resolution shall also be posted at the Espanola and El Rito Campuses.

This resolution was adopted by the Board of Regents of Northern New Mexico College at a regular Board Meeting held on June 30, 2016.

BOARD OF REGENTS OF NORTHERN NEW MEXICO COLLEGE

Date: May 20, 2017

President, Board of Regents

Attest:

Date: May 20, 2016

Secretary, Board of Regents