

It is the decision of the Southeastern Illinois College Board of Trustees that any member of the Board may attend any open or closed meeting of the Board via electronic means (such as by telephone, video or Internet connection) provided that such attendance is in compliance with these rules and any applicable laws.

A member of the Board may attend a meeting electronically if the member meets the following conditions: A quorum is physically present throughout the meeting; and, a majority of the Board votes to approve the electronic attendance at the meeting.

- (a) The member should notify the Executive Assistant to the President as least seventy-two (72) hours before the meeting, unless impractical, so that necessary communications equipment can be arranged. Inability to make the necessary technical arrangements will result in the denial of a request for electronic attendance.
- (b) The member must assert one of the following three reasons why he or she is unable to physically attend the meeting,
 - (1) The member cannot attend because of personal illness or disability; or
 - (2) The member cannot attend because of employment purposes or the business of Southeastern Illinois College; or
 - (3) The member cannot attend because of a family or other emergency.
- (c) The Executive Assistant to the President, after receiving the electronic attendance request, shall inform the Board of the request for electronic attendance.

After a roll call establishing that a quorum is physically present, the presiding officer shall call for a motion that a member may be permitted to attend the meeting electronically after specifying the reason entitling the absent member to attend electronically. The motion must be approved by a vote of a majority of the Board.

The member participating electronically and other members of the Board must be able to communicate effectively, and members of the audience must be able to hear all communications at the meeting site. Before allowing electronic attendance at any meeting, the Board shall provide equipment adequate to accomplish this objective at the meeting site.

Any member attending electronically shall be considered an off-site attendee and counted as present electronically for that meeting. The meeting minutes shall also reflect and state specifically whether each member is physically present or present by electronic means.

A member permitted to attend electronically will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The member attending electronically shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any member attending electronically shall be called during any vote taken, and his or her vote counted and recorded by the Executive Assistant to the President and placed in the minutes for the corresponding meeting. A member attending electronically may leave a meeting and return

as in the case of any member, provided the member attending electronically shall announce his or her leaving and returning.

Adopted: February 20, 2007

Amended:

Legal Ref: Public Act 094-1058 (5 ILCS 120/7 new)