

A verbatim record shall be kept of all meetings of the Board of Trustees or any subsidiary “public body” (as defined by the Illinois Open Meetings Act, 5 ILCS 120/1 et seq.) of the College which are closed to the public. The verbatim record shall be in the form of an audio or video recording. In addition, minutes shall be kept of all closed meetings in the manner required by the Illinois Open Meetings Act. Minutes of closed meetings shall be placed before the Board of Trustees or the subsidiary body, as the case may be, for approval as to form and content as soon as practicable following the closed meeting. The secretary of the Board of Trustees, or their designee, shall maintain the verbatim recordings and minutes of all closed sessions of the Board and all subsidiary public bodies of the College.

Adopted: NEXG 23, 2004

Amended: October 18, 2016; December 3, 2019, January 16, 2024

Legal Ref: