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## SECTION I. BOARD PROCEDURES

### A. BOARD OF TRUSTEES

The Board of Trustees of Northeastern Illinois University is a body corporate and politic of the State of Illinois created to operate, manage, control, and maintain Northeastern Illinois University. The Board of Trustees of and Northeastern Illinois University shall be referred to in these regulations as the "Board of Trustees" or the "Board".

### B. BOARD REGULATIONS

Board Regulations are ~~general statements of policy or procedure~~ rules or directives adopted by the Board concerning the conduct and operation of the Board or the university within the framework of the Board's Governing Policies. Guidelines, policies, or other Board actions directed to specific situations or intended to direct or guide the university are not to be construed as Board Regulations.

### C. ADOPTION, AMENDMENT, OR REPEAL OF BOARD REGULATIONS

1. Board Regulations may be adopted, amended, or repealed at any regular meeting of the Board by a majority vote of the voting membership of the Board. Requests for the adoption, amendment, or repeal of Board Regulations shall be submitted to the President, who shall notify the Board's Chair of such requests. The President shall report such requests with recommendations for action to the Board. Except as specified in paragraphs 3 and 4 below, the adoption, amendment, or repeal of Board Regulations shall occur only after a proposal for adoption, amendment, or repeal has been presented to the Board for first reading by the President.
2. Board action on the proposal shall normally not be taken earlier than next regular meeting following first reading. During the interim between first reading and Board action, the President shall distribute copies of the proposal to appropriate faculty, staff, and student groups. Up to ten days prior to the Board meeting at which action is to be taken, members of the faculty, staff, and student body may submit their views and comments in writing to the President for distribution to the Board together with the President's recommendation for action on the proposal.
3. The President is authorized to make non-substantive amendments to the Board Regulations as may be necessary for such purposes as name or title changes, correcting typographical errors and cross-references, and updating citations.
4. When justified by timing considerations or the nature of the subject matter, proposals for adoption, amendment, or repeal of Board Regulations may be acted upon by the Board at the time of first reading or at such Special Meeting the Board may convene.
5. Interpretations of Board Regulations shall be issued in writing by the Board's legal counsel upon request of the Board or the President.

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**D. COMPILATION OF BYLAWS, GOVERNING POLICIES, AND REGULATIONS**

The President shall maintain an official compilation of the Board's Bylaws, Governing Policies, and Regulations and shall provide copies to members of the Board. Copies shall be distributed to appropriate staff and student body officers, to each Dean and Director within the university, and shall be placed in the Northeastern Illinois University Ronald Williams Library for use by interested persons.

**E. DELEGATION OF AUTHORITY**

The authority delegated by the Board Regulations to the President may be further delegated by the President to appropriate and responsible officials of the University.

**F. BOARD MEETINGS****1. Agenda**

The President, in consultation with the Board Chair, shall develop an agenda prior to each Board meeting. The President shall normally mail meeting materials to Board members and other appropriate parties at least seven days prior to the next scheduled meeting. The President shall distribute a copy of the meeting materials to the Chair of the Faculty Senate. Distribution of meeting materials may be subject to reasonable limitations in the case of special or emergency meetings.

**2. Reports**

The President, in consultation with the Vice Presidents shall develop a format and schedule for reports to the Board. Items presented to the Board shall be submitted for either action or information. Each item presented for action shall be accompanied by an appropriate resolution or recommendation to provide a clear record of the action taken by the Board.

**3. Presentations**

- a. Persons desiring to address the Board shall submit a written request to the President at least five working days prior to the Board meeting. The request shall include the name, address and phone number of the person wishing to speak, the name of the group represented, and a summary of the presentation.
- b. The President and the Chair shall consult with respect to each request to address the Board. Prior to the meeting, the President shall indicate to each person properly submitting a request to address the Board whether the request will be granted or denied. If the request is granted, the form and duration of the presentation shall be subject to rulings of the Chair.

**4. Recording of Meetings**

Any person may record by tape, film, or other means the meetings of the Board of Trustees or its committees required to be open by Illinois law, provided that, if the recording process interferes with the overall decorum and proceeding of a meeting, such recording shall be discontinued at the request of the Chair or other presiding officer.

**Board of Trustees**  
5500 North St. Louis Avenue  
Chicago, IL 60625-4699

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5. **Publication of Proceedings**

A report of the proceedings of the Board shall be published for each fiscal year in sufficient number for distribution to interested parties.