

THE UNIVERSITY OF AKRON
Conformity to section 121.22 of the Revised Code
as provided in the requirements of
Amended substitute Senate Bill No. 74
enacted by the Ohio general assembly on July 31, 1975

3359-4-04 Compliance with sunshine law.

- (A) Whereas the meetings of the board of trustees of the university of Akron have been regularly conducted as public meetings for a number of years; and
- (B) Whereas on July 31, 1975 the general assembly of the state of Ohio enacted Amended Substitute Senate Bill No. 74 to amend section 121.22 of the Revised Code to eliminate executive sessions of state and local public bodies unless specifically authorized by law, and to insure open public meetings; and
- (C) Whereas said act was. approved by the governor and filed in the office of the secretary of state on August 29, 1975; and
- (D) Whereas the act requires that a public body shall, by rule, establish a reasonable, method whereby any person may determine the time and place of all regularly scheduled meetings and the time, place and purpose of all special meetings; and
- (E) Whereas the act requires that a public body shall not hold a special meeting unless it gives at least twenty-four hours advance notice to the news media that have requested notification, except in the event of an emergency requiring immediate official action; and
- (F) Whereas the act provides that the public body may hold an executive session only at regular or special meetings for the sole purpose of considering those items permitted by law and specified in section 121.22 of the Revised Code; and
- (G) Whereas the act also provides that in the event of an emergency, the member or members calling the meeting shall notify the news media that have requested notification immediately of the time, place, and purpose of the meeting; and
- (H) Whereas the rule shall provide that any person may, upon request and payment of a reasonable fee, obtain reasonable advance notification of all meetings at which any specific type of public business is to be discussed; and
- (I) Whereas provisions for advance notification may include, but are not limited to, mailing the agenda of meetings to all subscribers on a mailing list or mailing notices in self addressed, stamped envelopes provided by the person:
Therefore be it
- (J) Resolved, that

- (1) The chairman of the board of trustees of the university of Akron shall, at the September meeting of the board, announce the time, date and place for the regularly scheduled meetings of the board of trustees for the succeeding twelve months and shall, at each scheduled meeting of the board, announce the time, date and place of the next scheduled meeting of the board.
- (2) The secretary of the board of trustees shall place on file in the university library and post on a bulletin board in the secretary's office the schedule of regular meetings as announced by the chairman of the board.
- (3) The secretary of the board of trustees shall, upon adoption of this resolution, notify one or more newspapers of general circulations in Summit county, Ohio, one or more VHF and one or more UHF television stations whose broadcasts are received in Summit county, Ohio, one or more AM and one or more FM radio stations whose broadcasts are received in Summit county, Ohio, and any official student newspaper publication and radio station which may then be operating on the campus of the university of Akron of the adoption of this resolution.
- (4) A representative of any of the hereinbefore mentioned media may request notification of regularly schedule meetings for the year beginning in October and ending in September by submitting to the secretary of the board a sufficient number of self-addressed, stamped envelopes in which to mail such notices.
- (5) Any person desiring notification of regularly scheduled meetings of the board of trustees may receive same (for twelve months) by depositing with the secretary of the board a sufficient number of self addressed, stamped envelopes in which to mail such notification.
- (6) In the event of any change in the calendar of regularly scheduled meetings of the board of trustees during the year commencing in October and ending in September, the chairman and the secretary of the board shall follow the procedures hereinabove set forth not later than thirty days preceding the first meeting conducted under such revised schedule.
- (7) The secretary of the board of trustees shall, upon receipt of notice from chairman of the board of trustees, members, of the board of trustees, or the president of the university, of the scheduling of a special meeting of the board of trustees or of a meeting of a committee where five or more members of the board are expected to attend, but in no event later than twenty-four hours prior to the commencement of the meeting, notify representatives of the public media hereinbefore specified and all other persons who have so requested, of the date, time, place and stated purpose of the meeting using self addressed, stamped envelopes provided by the

aforementioned representatives or other persons. In the event of an emergency situation where twenty-four hour notification is not possible, the secretary shall verbally notify such media representatives by telephone call to the local telephone number specified by such media representatives and shall record the fact of such notice in the minutes of the meeting.

- (8) Persons desiring notice of any regular or special meeting of the board of trustees at which specific subject matters designated by the person desiring notice are included in the agenda of the meeting, may request such notice in writing to the secretary of the board, including with the request a sufficient supply of self-addressed, stamped envelopes for mailing the notice.
- (9) In giving notice provided for in this resolution, the secretary of the board may rely on the assistance of any member of the university staff and any such notice is complete if given by such staff member in the manner provided herein.

Effective: Prior to November 4, 1977

Certification: _____
Assistant Secretary
Board of Trustees

Prom. Under: 111.15

Rule Amp.: Ch. 3359