**Section 5050.10 Individual or Group Requests for Making Presentations to the Board**

a) General Public

1) A representative of the general public may request the opportunity to make a presentation, provided that his/her request is made to the Board Secretary no later than 3 business days prior to the Board meeting for which the request to make a presentation is made, except as an emergency might require.

2) Any person shall be permitted an opportunity to address the Board provided that the subject is pertinent to the jurisdiction, authority, duties or obligations of the Board. Any other appearances are at the discretion of and must be approved by the Chairperson. Each appearance will be subject to reasonable time limits. The party whose request for appearance is approved will be notified in advance of the appointed time and place.

3) The time of appearances that have been approved will be scheduled as the Board agenda permits or as the Chairperson deems appropriate.

b) Institutional Staff

1) All communications to the Board regarding matters of institutional concern (only those matters that are not resolved by the institution) from faculty, staff, and students of the institutions will be submitted simultaneously to the institutional president or appropriate institutional office, to the Chairperson of the Board and Executive Director in order that they may be informed of the nature of the communications. Exceptions to this communications pattern will occur only under extraordinary circumstances.

2) The Chairpersons of the Faculty Advisory Council, the Student Advisory Committee, the Independent College and University Advisory Committee, the Council of Community College Presidents and the Proprietary Advisory Committee shall have the opportunity to speak at each Board meeting.

3) Special guests in attendance at Board meetings may be introduced with the permission of the Board Chairperson.

(Source: Amended at 36 Ill. Reg. 17847, effective December 6, 2012)