



BOARD OF REGENTS  
OF  
NORTHERN NEW MEXICO COLLEGE

2019 OPEN MEETINGS ACT NOTICE RESOLUTION

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Section 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Board of Regents of Northern New Mexico College to determine at least annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, be it resolved this 11<sup>th</sup> day of January, 2019, by the Board of Regents of Northern New Mexico College that:

1. Regular meetings shall be held monthly and shall begin at 8:30a.m., unless otherwise specified. Meetings will be held on either the Espanola or El Rito Campus as specifically indicated in the meeting notice, unless otherwise specified. The Board's schedule of regular meetings will be posted on the Northern New Mexico College Website within 10 calendar days of the Board's determination of its regular meeting schedule. If any regular meeting is rescheduled, notice shall be given of such reschedule meeting pursuant to the requirements for giving notice of special meetings.
2. While telephonic participation in meetings is permitted by law and this resolution for board members when it is difficult or impossible to attend, the board strongly encourages physical presence at all board meetings, unless there are extenuating circumstances. Each member participating telephonically must be able to be identified when speaking, all meeting participants must be able to hear each other at the same time, and members of the public must be able to hear all members participating.
3. Notice of a regular meeting and an agenda containing a list of specific items of business to be discussed or transacted at the meeting shall be posted at least seventy two (72) hours in advance of any regular meeting.
4. Notice of a special meeting and an agenda containing a list of specific items of business to be discussed or transacted at the meeting shall be given at least seventy two (72) hours in advance of any special meeting called by the Chairman.

5. An Emergency meeting may be called within seventy two (72) hours of the emergency meeting in accordance with the requirements of the Open Meetings Act. If possible, notice shall be given at least twenty-four (24) hours in advance of any emergency meeting. This Board will avoid emergency meetings whenever possible. Within ten days of taking action on an emergency matter, the public body shall report to the attorney general's office the action taken and the circumstances creating the emergency; provided that the requirement to report to the attorney general is waived upon the declaration of a state or national emergency.
6. Notices and agendas as set forth in Section 2, 3, and 4 of this resolution shall state the date, time and place of the meeting and shall be disseminated by email or other means to local media seeking copies, and the College Community. Notices and agendas shall be posted in publicly accessible areas on the El Rito Campus and on the Espanola Campus. Digital copies shall be posted in the Board of Regents section of the Northern New Mexico College Website: [www.nnmc.edu](http://www.nnmc.edu). Copies of the written notice shall be provided to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation in the state that have made a written request for notice of public meetings.
7. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the President's Office at (505) 747-2140 at least one week prior to the meeting or as soon thereafter as possible.
8. The Board may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
  - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board taken during the open meeting. The vote shall be taken by roll call. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meetings.
  - (b) If a closed meeting is conducted when the Board is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.
  - (c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

9. Publication. A copy of the approved resolution shall be posted in publicly accessible places on the Espanola and El Rito Campuses. A digital copy of this resolution shall also be posted in the Board of Regents section of the Northern New Mexico College website: [www.nnmc.edu](http://www.nnmc.edu).

This resolution was adopted by the Board of Regents of Northern New Mexico College at a regular Board Meeting on January 11, 2019.

BOARD OF REGENTS OF NORTHERN NEW MEXICO COLLEGE

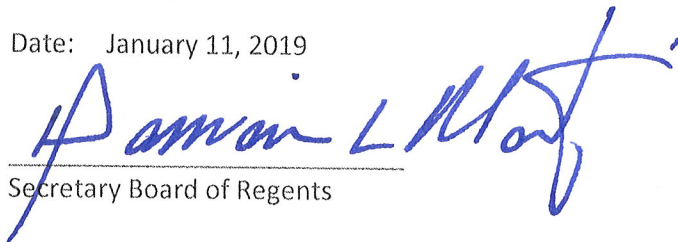
Date: January 11, 2019



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President, Board of Regents

Attest:

Date: January 11, 2019



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Secretary Board of Regents