

Bylaw History
<b>Bylaw No.</b> 3
<b>Approving Jurisdiction:</b> Board of Governors
<b>Original Effective Date:</b> November 16, 1982
<b>Revised Date:</b> November 2012

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## **Bylaw No. 3**

### ***Meetings of the University Board of Governors***

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1. Meetings

All meetings of the University Board of Governors will be run according to the *University Act*, the bylaws, the Board manual and Robert’s Rules of Order (current edition).

2. Public Attendance

All Board meetings shall be considered open to the public unless the Board determines otherwise in accordance with Section 15 of the Board Manual.

3. Minutes

The minutes of the University Board meetings shall contain a record of the formal actions undertaken at the meeting.

4. Actions of the Board

Except for matters requiring a bylaw, any action of the Board upon any matter coming before it shall be evidenced by resolution and the entry thereof in the minutes of the Board shall be prima facie evidence of the action taken.

5. Electronic Media Response

Whenever there is a matter of urgency which requires the immediate attention of the Board, the Chair may instruct the President or designate to canvass the Board members by any electronic media on the resolution and record each member’s vote. The resolution shall be valid and effective if affirmed by a majority of the Board and shall be recorded in the minutes of the Board at its next meeting.