

## **Title 9- Education- Mississippi Community College Board**

### **Part 1- Board Operations**

#### **Part 1 Chapter 1: Board Meeting Schedule**

*Rule 1.1 Meeting Dates.* The meeting dates, time and places for the Mississippi Community College Board are as follows:

- A. The third Friday of each month at 9:00 a.m. at 3825 Ridgewood Road, Room 501, Jackson, Mississippi 39211.
- B. The Thursday evening prior to the third Friday of each month at 6:00 p.m. at a location to be designated by staff and timely announced to the Board Members, media, college, and public.

The regular meeting dates, times and places set forth above may be changed from time to time by the Board to accommodate a campus visit, to permit the Board to meet in conjunction with the annual meeting of the Mississippi Association of Community and Junior Colleges, or for other purposes. The dates, times and places of these meeting will be timely announced to the Board Members, media, colleges, and public will appear in the minutes of the Board.

In the event the chairman determines that it is necessary or desirable to conduct a meeting through teleconference or video means, the chairman may direct the staff to issue notice of such meeting in accordance with the manner provided by law.

In addition to meeting notices being provided as required b law or by these policies and procedures, such notices may also be posted on the Board's website.

Source: *Miss. Code Ann.* §37-4-3.

*Rule 1.2 Special Meetings.* Special meetings called for emergencies or unanticipated business, which require the immediate attention of the Mississippi Community College Board, will be subject to the following: Special meetings of the MCCB may be called by the chairman. Prior to the meeting there must be a documented record of notification of all MCCB members. Additionally, the public must be notified of special meetings in accordance with applicable statutes and MCCB policies and procedures.

Source: *Miss. Code Ann.* §37-4-3.

#### **Part 1 Chapter 2: Public Access to MCCB Records**

*Rule 2.1 Public Access to MCCB Records.* Except where prohibited by law, any person will have the right to inspect or obtain reproduction of any public record of the Mississippi Community College Board.

The right to inspect public records will be acquired by a written request. Within five working days after the receipt of the request, notification of the time, place and method of access will be provided.

The right to obtain reproduction of a public record will be acquired by written request. The request must specify which records are to be reproduced and whether the reproductions are to be mailed or received in person. Copies of public records will be available at a rate of 25 cents per page or an established fee per document plus postage.

The financial provisions of this section may be waived by the Executive Director for requests from official representatives of community and junior colleges, colleges and universities, and state and federal agencies.

Denial of a request for access to or copies of Mississippi Community College Board public records will be in writing and will contain a statement of the specific reasons for the denial.

All written requests must be submitted to:

Executive Director  
Mississippi Community College Board  
3825 Ridgewood Road  
Jackson, MS 39211

Sources: *Miss. Code Ann.* §37-4-3 and 25-61-1 etc.