

3333-1-01

Organization and procedure.**(A) Organization**

- (1) The Ohio board of regents (~~OBR~~the board), an advisory board to the chancellor appointed under section 3333.01 of the Revised Code, shall organize for the conduct of business at the regular November meeting each year, or the next regular meeting if no regular meeting is held in November, by electing from its membership a ~~chairman~~ chairperson, vice ~~chairman~~ chairperson, and secretary. The board may also elect additional officers from time to time, as are deemed necessary and appropriate, ~~who may or may not be members of the board.~~
- (2) ~~The board of regents shall appoint a chancellor as its chief executive officer. The chancellor shall serve at the pleasure of the board. The duties of the chancellor shall be prescribed by resolution of the board. The chancellor shall appoint members of the administrative staff, to comply with section 3333.03 of the Revised Code. The chairperson, vice chairperson, and secretary shall be elected for a term of two years. Additional officers shall be elected for a term determined by the board at the time of their election.~~
- (3) Newly appointed members before entering on official duties and after qualifying for office, shall take and subscribe to an oath of office, to uphold the constitution and laws of the United States and this state, and to perform the duties of office honestly, faithfully and impartially.
- ~~(3)~~(4) The headquarters of the board shall be located in Columbus, Ohio.

(B) Meetings

- (1) Meetings of the ~~Ohio board of regents~~ shall be held on a regular basis with the board meeting at least four times annually and as the board may otherwise determine from time to time. Additional meetings may be fixed by action of the board or upon call by the ~~chairman~~ chairperson. Public notice of meetings shall be given in accordance with rule 3333-1-14 of the Administrative Code.
- (2) Members shall be given at least one month's advance notice of regular meetings.
- (3) Meetings of the board may be held at any location in the state.
- (4) Official business of the board shall be transacted only in meetings open to the public, except as executive sessions may be called for consideration of matters specified in division (G) of section 121.22 of the Revised Code.

- (5) Members shall be given advance notice of the agenda of each meeting by the ~~secretary or the chancellor~~ chairperson, chancellor, or chancellor's designee.
- (6) A majority of the entire membership of the board shall constitute a quorum, and official business shall be transacted only when a quorum is present. Pursuant to section 3333.02 of the Revised Code, the formation of a quorum and the taking of votes at meetings conducted by interactive video teleconference is permitted if provisions are made for public attendance at any location involved in such a teleconference.
- (7) Members are expected to attend all meetings of the board. Pursuant to section 3.17 of the Revised Code, any member who fails to attend three-fifths of the regular and special meetings held by the board during any two-year period forfeits the member's position on the board.
- ~~(7)~~(8) Except as otherwise provided by rule, law, or other action of the board, all proceedings of the board shall be governed by parliamentary rules as set forth in "Robert's Rules of Order," which can be accessed at <http://www.robertsrules.com/>.

(C) Order of business

The order of business for regular meetings of the board shall be at the discretion of the ~~chairman~~ chairperson, but shall generally include the following:

- (1) Call to order;
- (2) Roll call;
- (3) Certification of conformity with division (F) of section 121.22 of the Revised Code;
- (4) Approval of the minutes
- ~~(4)~~(5) ~~Committee reports — including a summary of items agreed to by a majority vote of the committee, and items recommended for full board approval;~~New Business/Old Business
- ~~(5) Vote;~~
- (6) Report of the chancellor;

~~(7) Consideration of new and amended administrative rules, distributions and releases of appropriated funds, certificates of authorization, new degrees and degree programs, controlling board requests, personnel actions, and other such items;~~

~~(8) Vote;~~

~~(9)~~(7) Adjournment;

The order of business for special meetings shall be established by the ~~chairman~~ chairperson.

(D) Minutes

The board shall keep an official set of minutes of all official business transacted by the board and these minutes shall be open for public inspection. These minutes shall be authenticated by the ~~chairman~~ chairperson and secretary after approval by the board. Each member shall receive a copy of the minutes.

(E) Committees

(1) The board may authorize such standing or special committees as it may deem desirable from time to time. The ~~chairman~~ chairperson shall designate the members of such committees.

~~(2) The board may authorize the appointment of advisory committees from time to time. Such advisory committees will normally report to the board through the chancellor. Any standing or special committee appointed by the board may seek advice and counsel from members of the public with respect to the issues or subject matter being addressed by such committees.~~

(F) Reports

The board shall also publish an annual report on the condition of higher education. The board may divide the report into parts, one reflecting the board's findings regarding the topic selected for review, and one reflecting the annual evaluation of the chancellor as required by law, a master plan as required by law to be prepared by it, and may publish such other studies or reports from time to time as it may deem desirable. All published reports shall be made available to the governor and the general assembly, and to the general public via the OBR website.

(G) Compensation and expenses

All members shall serve without compensation; however, all members shall be reimbursed for necessary expenses incurred in the conduct of board business according to state procedures.

- ~~(1) All members shall be reimbursed for necessary expenses incurred in the conduct of board business.~~
- ~~(2) The board shall adopt a budget annually in accordance with the state appropriations and other income received by the board. Said budget shall constitute authorization to the chancellor to incur obligations in accordance therewith.~~
- ~~(3) The compensation of all staff members who serve under the chancellor shall be determined by the chancellor.~~
- ~~(4) Staff members shall be paid travel expenses in accordance with the financial regulations of the state.~~
- ~~(5) All vouchers in payment of obligations of the board shall be signed by the chancellor or by the designated finance officer of the board.~~

(H) Amendment

These rules may be amended at any time by majority vote of the entire membership of the board.

Effective: 07/15/2014

R.C. 119.032 review dates: 03/18/2014 and 07/15/2019

CERTIFIED ELECTRONICALLY

Certification

06/18/2014

Date

Promulgated Under: 111.15
Statutory Authority: 3333.02
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