

Related Bylaws Article	Standing Rule	Meeting Date Passed	Notes
IV. The Council, A. Definition, 3.	<i>A student, who may also be an instructor, may be on the council.</i>	4/19/2017	
IV. The Council, C. Members & Specific Duties of Council Members, 3. Secretary	<i>Records will be passed on to succeeding secretaries. The secretary will keep the board apprised of the records' location.</i>	8/20/2014	
IV. The Council, C. Members and Specific Duties of Council Members, 3. Secretary	<i>The secretary will provide each committee chair a list of committee guidelines including copies of Robert's rules, standing rules, bylaws, original committee charge and any additional new duties.</i>	8/20/2014	
V. Meetings, A. At all meetings, 1.	<i>Starting Wednesday, April 24, 2019, regular meetings of the Telos Student Organization Council will be held at 3:30pm on the 4th Wednesday of the month in a room to be scheduled within the Bellevue College North Campus building.</i>	2/20/2019	
V. Meetings, C. Council Meetings, 2.	<i>Notice of additional council meetings must be made <u>at least</u> 72 hours before the meeting. Notice must be given to the secretary in time to get the notice out <u>at least</u> 72 hours in advance to the entire TSO membership.</i>	9/17/2014	

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V. Meetings, C. Council Meetings, 5.	<p><i>E-meetings: (1) All regular council participants will sign a form in advance or will submit an e-mail to the council chair indicating that they give permission to participate in e-meetings and follow the standing rules. Wherever possible, e-meetings shall be conducted via e-mail addresses set up specifically for council business. (2) Requests for e-meetings may be made during a regular meeting if a majority of council members feel a topic needs discussion before the next regular meeting. Requests for e-meetings may also be made by a council member between meetings if a majority of council members agree the matter is of sufficient urgency to justify an e-meeting. When proposing an e-meeting between regular council meetings, the member shall provide the reason that such a meeting is urgent. Objections to such a meeting shall be made by at least a third of the council members within 24 hours. (3) E-meetings shall be time-limited. The first item on the agenda would be to clarify the designated beginning date/time of the meeting and the proposed projected ending date/time of the meeting. The person who initiated the e-meeting should monitor the time and participation. Normally, e-meetings should be conducted in a 72 hour time span, unless there is a request for an extension. Council members will agree to monitor and respond to e-meetings in a timely manner to meet timing requirements. (4) All participation in e-meetings must be addressed to all members of the council in a "reply all" fashion. No e-mail relevant to the topic(s) under discussion shall be sent to less than all council members or sent as bcc or forwarded to others not on the council. (5) Participants in e-meetings include those on the council. On occasion, guests present at a council meeting may be included if an item is to be continued; or, members of committees or the general TSO membership may participate if the topic under consideration is of direct relevance to them. For instance, a meeting covering a curricular issue would include all members of the curriculum committee. If participants other than council members are included, they will have an opportunity to provide ideas and opinions during a designated time period, but would not be permitted to vote. (6) The TSO Council secretary will review the discussions and provide minutes of the meeting just as at a regular council meeting. These minutes will be reviewed and approved in the same manner as minutes for regular council meetings.</i></p>	11/18/2015	
V. Meetings, D. Executive Meetings, 2.	<p><i>An executive session/meeting may be attended by the executive committee defined in the bylaws. In addition, guests may be invited, as needed, to assist with issues.</i></p>	1/21/2015	

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