

3335-1-01 Meetings of the board of trustees.

- (A) Regular meetings. Unless otherwise specified by the chair, there shall be at least six regular meetings of the board of trustees each year.
- (B) Special meetings. Special meetings of the board of trustees shall be held upon call of the chair. Special meetings may be called by the chair on his or her own initiative and shall be called by the chair, upon written request of three members of the board.
- (C) Time and place of meetings. Unless otherwise specified in the notice of meeting, all meetings of the board shall be held at the Columbus campus of the Ohio state university at such time as is designated in the notice of meetings.
- (D) Organization of meetings. At each meeting of the board, the chair, or in the chair's absence the vice chair, or in the absence of both of the foregoing, a chair chosen by a majority of the board present, shall preside. The secretary, or in the secretary's absence the associate secretary, shall perform the duties of the secretary of the meeting and shall keep the minutes thereof.
- (E) Order of business. Unless otherwise ordered by the board, the order of business at all meetings of the board shall be as follows:
 - (1) Roll call.
 - (2) Approval of minutes of preceding meeting.
 - (3) Election of officers (April meeting and as needed).
 - (4) Report of the president of the university.
 - (5) Report of committees of board of trustees.
 - (6) Unfinished business.
 - (7) Consent agenda
 - (8) New business.
- (F) Business to be considered at meetings. Any proposed action which is to be introduced by a board member and which will substantially affect university policy shall be presented to the other board members prior to the meeting at which the matter is to be considered by the board. Matters presented to the board by the president of the university shall follow the procedure outlined in paragraph (C) of rule 3335-1-03 of the Administrative Code. Any matter proposed for the board's consideration other than from a board member or from the president of the university shall be presented to the secretary of the board at least two weeks prior to the meeting at which it is to be considered by the board.
- (G) Quorum and manner of acting.
 - (1) A majority of the board members shall be present in person at any meeting in order to constitute a quorum for the transaction of business at such meeting and, except as otherwise provided in paragraph (G)(2) of this rule, the act of the majority of the trustees present at any such meeting at which a quorum is present shall be the act of the board of trustees. In the absence of a quorum, a majority of those present may adjourn the meeting from time to time until a quorum is had. Notice of any adjourned meeting need not be given.

- (2) The concurrence of a majority of all of the board members shall be necessary to elect or to remove the president or a member of the university faculty. A roll call vote is necessary when electing or removing a president or a member of the university faculty and when acting on motions involving the expenditure of university funds. On all other matters a voice vote shall be conducted.
- (3) Conflict of interest, abstention.

Trustees shall not deliberate, vote or otherwise involve themselves in a university contract or other official action when the trustees have interests, financial or fiduciary, that are prohibited under section 102.03 of the Ohio Revised Code. Trustees having prohibited interests under section 102.03 of the Ohio Revised Code shall disclose that such prohibited interests exist to the secretary of the board and shall abstain from any deliberations or votes on that contract or official action. Any contract or official action pending before the Board in which one or more trustees have prohibited interests may be approved by the affirmative vote of the majority of non-abstaining voting trustees, notwithstanding the fact that the disinterested trustees constitute less than a quorum of the trustees.