

**BOARD OF TRUSTEES  
UNIVERSITY OF THE DISTRICT OF COLUMBIA  
UDC RESOLUTION NO. 2015-26**

**SUBJECT: NOTICE OF PROPOSED RULEMAKING, AMENDMENT TO  
CHAPTER 1, GUIDELINES FOR PUBLIC COMMENT AND  
PUBLIC TESTIMONY AT BOARD MEETINGS**

**WHEREAS**, District of Columbia law (D.C. Official Code §38-1204.01((a)(1))) provides that the Board of Trustees of the University of the District of Columbia ("University") shall hold meetings periodically, as scheduled by the Trustees; and

**WHEREAS**, the Board values input from the University community and seeks to provide a clear process for receiving both oral and written testimony in an effective and efficient manner;

**THEREFORE, BE IT RESOLVED** that the Board of Trustees of the University of the District of Columbia hereby takes proposed rulemaking action to amend Chapter 1 of the University Rules (Title 8B DCMR) as indicated in the attached Notice of Proposed Rulemaking; and


**BE IT FURTHER RESOLVED** that the General Counsel is hereby directed to publish this Notice of Proposed Rulemaking in the D.C. Register as soon as is practicable for a comment period of not less than thirty (30) days, in accordance with the provisions of D.C. Official Code §2-505 (a).

Submitted by the Operations Committee

June 18, 2015

Approved by the Board of Trustees:

July 14, 2015

  
Elaine A. Crider  
Chairperson of the Board

## **NOTICE OF PROPOSED RULEMAKING**

The Board of Trustees of the University of the District of Columbia pursuant to the authority set forth under the District of Columbia Public Postsecondary Education Reorganization Act Amendments (Act) effective January 2, 1976 (D.C. Law 1-36; D.C. Official Code §§ 38-1202.01(a); 38-1202.06)(3),(13) (2001 & 2011 Supp.) hereby gives notice of its intent to amend Chapter 1 (Board of Trustees) of subtitle B (University of the District of Columbia) of title 8 (Higher Education) of the District of Columbia Municipal Regulations (DCMR) in not less than thirty (30) days from the date of publication of this notice in the *D.C. Register*.

The purpose of the proposed rule is to provide a process whereby public witnesses may provide testimony at Board of Trustee meetings. The Board of Trustees will take final action to adopt these amendments to the University Rules in not less than thirty (30) days from the date of publication of this notice in the *D.C. Register*.

**Chapter 1, BOARD OF TRUSTEES, of subtitle B, UNIVERSITY OF THE DISTRICT OF COLUMBIA, of title 8, HIGHER EDUCATION, is amended as follows:**

**Section 117, GUIDELINES FOR PUBLIC COMMENT is added as follows:**

- 117.1        Persons may submit written comments, subject to the rules in this chapter, prior to any Committee meeting.
- 117.2        Requests to testify at a Committee Meeting must be submitted no later than 5 business days prior to a scheduled meeting.
- 117.3        All written comments must be related to a specific agenda item/topic and must be identified in the heading of the testimony;
- 117.4        All written comments must be submitted electronically via email no later than 3 business days prior to the applicable meeting.
- 117.5        All timely submitted written comments, which are presented at a Committee meeting, will be submitted as part of the Committee Report at the next regularly scheduled full Board meeting.
- 117.6        The Committee Chair may, at their discretion, designate time during a meeting to receive comments orally, provided that only those persons who have submitted written comments in a timely manner may be permitted to speak.
- 117.7        Once it has been determined that oral comments will be received, the Committee Chair shall determine the amount of time that each person may be allowed to speak.

- 117.8 Once the Committee Chair has designated time for oral comments, all persons present, who have provided timely written comments, must be permitted to speak.
- 117.9 Twenty (20) hard copies of the written comments must be submitted to the Board Secretary no less than 24 hours prior to the scheduled meeting.
- 117.10 Where items are added to the agenda after the deadline for submission, the Committee Chair or Designee, may allow for public comment at his or her discretion.

**Section 118, GUIDELINES FOR PUBLIC TESTIMONY is added as follows:**

- 118.1 Persons may submit written testimony, subject to the rules in this chapter, prior to any full Board meeting.
- 118.2 Requests to testify at a Board Meeting must be submitted no later than 5 business days prior to a scheduled meeting.
- 118.3 All written testimony must be related to a specific agenda item/topic and must be identified in the heading of the testimony;
- 118.4 All written testimony must be submitted electronically via email no later than 3 business days prior to the applicable meeting.
- 118.5 The Board Chair or Designee may, at their discretion, designate time during a meeting to receive oral testimony, provided that only those persons who have submitted written testimony in a timely manner may be permitted to provide oral testimony.
- 118.6 Once the Board Chair or Designee has designated time for oral testimony, all persons present, who have provided timely written testimony, must be permitted to speak.
- 118.7 Persons who testify orally must provide twenty hard copies of their testimony to the Board Secretary no less than 24 hours prior to the scheduled meeting.
- 118.8 Where items are added to the agenda after the deadline for submission of testimony, the Board Chair or Designee, may allow for public testimony at his or her discretion.

All persons desiring to comment on the subject matter of the proposed rulemaking should file comments in writing not later than thirty (30) days after the date of publication of this notice in the D.C. Register. Comments should be filed with the Office of General Counsel, Building 39- Room 301-Q, University of the District of Columbia, 4200 Connecticut Avenue, N.W., Washington, D.C. 20008. Comments may also be submitted by email to [smills@udc.edu](mailto:smills@udc.edu). Individuals wishing to comment by email must include the phrase "Comment to Guidelines for Public Testimony" in the subject line.