MHEC Faculty Advisory Council

Amendment to the FAC-MHEC By-laws for Remote Participation in Regular Monthly Meetings

September 16, 2014

If at all possible, FAC members should attend regularly scheduled FAC-MHEC meetings in person; however, an acceptable and occasional alternative is by means of teleconferencing technology.

For all regularly-held official meetings of the Faculty Advisory Council of the Maryland Higher Education Commission, a member of that Council shall be permitted to participate remotely, via video or audio telecommunication, in the same capacity and with the same rights as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The FAC representative who will be participating from a remote location (hereafter referred to as *Remote Member*) shall be heard, his/her attendance counted for purposes of a quorum, his/her statements considered, and, should a vote be held, the vote shall be counted as a vote by anyone attending in person. Accordingly, the name of the *Remote Member* shall be called during any vote taken, and the vote counted, recorded by the Secretary, and reported in the minutes.

The *Remote Member* may leave a meeting and return as is the case for any member, provided the *Remote Member* shall announce his or her leaving and returning. The *Remote Member* is responsible for providing the Chair of the FAC with sufficient lead time and detailed information (e.g., Skype login details) so that there is no delay or undue interruption to the regularly held meeting. General procedures for remote connection to FAC meetings shall be provided on the FAC-MHEC website, under the tab for “Meetings”: <http://www.fac-mhec.csmd.edu/>

*Submitted by Richard J. Siciliano, FAC Representative for the Non-Metropolitan Area Community Colleges: Allegany, Carroll, Cecil, Chesapeake, College of Southern Maryland, Frederick, Garrett, Hagerstown, Harford, and Wor-Wic Community College.*