



Sunshine Act

1. PURPOSE

The purpose of this Policy is to provide guidance and establish parameters for compliance by Northern Pennsylvania Regional College (“NPRC” or the “College”) with the Pennsylvania Sunshine Act.

2. SCOPE AND APPLICABILITY

This policy is applicable to all College employees, Board of Trustees, volunteers, and students.

3. REFERENCES

- 3.1 INDX-1110-01: Master Policy Index
- 3.2 CLDR-1110: Policy Review Schedule
- 3.3 NPRC-1115: Board Agenda Development and Use of Consent Agenda
- 3.4 The Pennsylvania Sunshine Act, 65 C.S. §§ 701-706, as amended

4. DEFINITIONS

- 4.1 College shall mean Northern Pennsylvania Regional College.
- 4.2 Board Meeting shall mean any meeting of the College’s Board of Trustees.
- 4.3 Board of Trustees shall mean the Board of Trustees for Northern Pennsylvania Regional College.

5. POLICY

- 5.1 The College’s Board of Trustee recognizes the Pennsylvania Sunshine Act and is committed to compliance to the act to the extent required by law.
- 5.2 The Board of Trustees will ensure public notice is provided with respect to all meetings by:
 - 5.2.1 Posting a prominent written notice of the place, date, and time of board meetings
 - 5.2.2 Posting notice of board meetings on the College’s website

5.2.3 Providing publication notices of board meetings in accordance with the Pennsylvania Sunshine Act.

5.3 The Board of Trustees establishes the parameters by which the public may participate in board meetings in compliance with the Pennsylvania Sunshine Act and NPRC-1115: Board Agenda Development and Use of Consent Agenda.

6. RESPONSIBILITIES AND TIMELINES

6.1 The College Board of Trustees, President, and the Assistant to the Board of Trustees shall be responsible for ensuring compliance with the Pennsylvania Sunshine Act.

6.2 The College Board of Trustees, employees, students, and volunteers shall comply with the Pennsylvania Sunshine Act as required by law.

7. REVIEW STATEMENT

Review of this policy will occur in alignment with CLDR-1110: Policy Review Schedule.

8. SIGNATURES

Signature on file

Chairperson, Board of Trustees
Signature on file

Date

President

Date

Revision Notes: Policy in Revision