



**University  
of Manitoba**

**University of Manitoba  
Board of Governors**

**Guidelines for Visitors**

Subject to limitations of space, meetings of the Board shall be open to the public except during closed and confidential sessions designated for the consideration of confidential business, such as matters concerning personnel, finance, acquisition or disposal of property, and other confidential matters of the University, the disclosure of which might be prejudicial to an individual or to the best interests of the University.

Visitors who wish to attend an Open Session of a Board of Governors meeting to observe the proceedings are requested to advise the University Secretary in advance of their intentions. Such visitors may be required to sign-in upon arrival at the meeting. Visitors may also be asked to comply with measures to address any safety and security considerations that may arise.

The business of Board meetings must be allowed to proceed appropriately in a climate of respect. These Guidelines are consistent with past practice and the Respectful Work and Learning Environment Policy.

- **Visitors are welcome to attend Open Sessions of Board of Governor meetings up to the maximum capacity of the meeting room.** Visitors will exit the meeting immediately upon completion of the Open Session of the meeting or at the request of the Chair.
- **Visitors, including members of the news media, attending meetings of the Board of Governors shall not be permitted to address the meeting, to communicate with individual members, to disturb the conduct of a meeting in any way, or to introduce placards or signs into the meeting room.**
- **Interference with or disruption of the progress of a meeting by a visitor will not be permitted** and any visitor who attempts to impede the business of the meeting will be instructed by the meeting Chair to leave immediately.
- **No audio or visual, or audio and visual record or transmittal by any visitor** to any Board of Governors or committee meeting is permitted without prior approval by the Chair.
- Confidential matters are addressed by the Board of Governors in closed session. Visitors may be invited, at the discretion of the Chair, to attend Closed Sessions of Board of Governor meetings when required to facilitate the work of the Board.
- All meetings of Board Committees are Closed and Confidential.

***Questions concerning these Guidelines may be directed to the Office of the University Secretary.  
Room 312 Administration Building  
(204) 474-9593***