



## Observer Requirements

Meetings of the Council are open to staff, students, members of Convocation and members of the media as observers. However, because of limitations on space in the R.C. Mills Room, no more than 15 observers (other than members of the media) may be admitted to any meeting.

Observers are issued with a pass on a first come first served basis. Passes may be booked in advance by contacting the [Corporate Governance & Risk Office](#) but those not collected 30 minutes prior to the commencement of the meeting will be available for re-allocation. Observers are asked to sign an attendance book.

Members of the media may obtain a pass through the [Director, Strategic Communications & Public Affairs](#).

Observers may not bring recording equipment or cameras into a meeting.

Observers have no speaking right and may not communicate with members of Council during the meeting. The Chair may declare a particular item to be confidential and observers will be asked to leave until consideration of that item has finished.

There may be occasion where, for security reasons, observers may not be granted admission to Council meetings.