

ATTENDING A PUBLIC MEETING AT THE CSU CHANCELLOR'S OFFICE
401 GOLDEN SHORE, LONG BEACH, CA 90802-4210 (562) 951-4000

All guests must be credentialed; please follow the procedures outlined below.

Campus Staff and Guests Who Are Assisting with a Presentation:

- Please advise campus representatives or guests assisting you with a board presentation to enter the building on the north side through the employee entrance, and meet them at that location to provide them with a special access card.
- Please escort your guests to the Dumke Auditorium and seat them on the left side of the auditorium (as you face the board) in the staff seating area so they can be available as needed during your agenda item.
- Campus staff or guests who are attending, but not assisting with a board agenda item, must enter through the public entrance where they will be issued a visitor badge and will be seated in the general audience area as seating is available.

Public Speakers, Media and Other Attendees:

- Anyone wishing to address the board is asked to pre-register in writing two days in advance of the meeting by following the information outlined in section 8 in the [Rules Governing the Board of Trustees](#).
- Pre-registered speakers will sign in at the Speakers/Media table outside the Dumke Auditorium and will be given an identification card to be worn in the Dumke and returned when leaving.
- Media representatives must have current and valid media credentials and sign in at the speakers/media table. (Exceptions will be made for student media representatives.) Media will be directed to the press section in the Dumke auditorium.
- If the Dumke auditorium reaches capacity, an overflow room will be opened with a live stream of the board meeting. Security officers will manage the seating capacity and overflow, escorting guests to the overflow room as needed.