

Administrative Series—2000

CLOSURES/DELAYED OPENINGS

The Chemeketa Community College president/chief executive officer or designee in collaboration with the public safety director or designee and, when necessary, outreach deans shall determine if it is necessary to completely close, delay the opening, or close before the completion of all day and/or evening activities at college owned and/or controlled facilities. Procedures may be developed to address special situations for programs or services with partner agencies using college owned and/or controlled facilities.

In locations where the college delivers services but does not own the facility, the college program manager for the site, in collaboration with the facility manager, shall determine if it is necessary to completely close, delay the opening, or close before the completion of all day and/or evening activities.

Procedures for dealing with a closure or delayed opening at any location, including staffing and compensation issues, shall be established. Employees who may have been excused from duty prior to the closure or delayed opening (for e.g., vacation, personal or sick leave) will report their absence on the monthly report form to reflect only the time their program/department was actually open.

Should any of the closure provisions of the college policies or procedures conflict with those contained in a collective bargaining agreement, the collective bargaining agreement will prevail for the applicable employees.

May 5, 1986

Adopted College Board of Education

November 20, 1991; July 25, 2001;
March 15, 2006; May 19, 2010; June 26, 2013;
May 18, 2016; July 24, 2019

Revised College Board of Education