

## College Board of Education Series (1000)

### #1350

## Public Participation at Chemeketa Community College Board of Education Meetings

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There will be a time at each regularly scheduled Chemeketa Community College Board of Education meeting for the general public to address the College Board of Education regarding items not on the agenda.

When the public comment portion of the College Board of Education meeting is opened, the presiding officer will read the college guidelines for public comment (time, limit, etc.).

Members of the public also may submit written communications to the College Board of Education on items on the agenda or speak to agenda items at the College Board of Education meeting. Written communication regarding items on the College Board of Education's agenda should reach the office of the president/chief executive officer no later than five (5) working days prior to the meeting at which the matter concerned is to be before the College Board of Education. All such written communications shall be dated and signed by the author and shall contain the residence or business address of the author and the author's organizational affiliation, if any.

Members of the public also may submit written communications to the College Board of Education on items, not on the agenda or speak to items not on the agenda at the College Board of Education meeting.

All written communications to the College Board of Education will be reviewed and handled appropriately.

Claims for damages are not considered communications to the College Board of Education under this rule but shall be submitted to Chemeketa's general counsel.

December 15, 2021

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*Adopted College Board of Education*

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*Revised College Board of Education*