

Personnel Series—3000

**REDUCTION OF/OR LEAVE OF ABSENCE FROM CONTRACT**

Employees contracted by Chemeketa Community College for annual employment may request a reduction of the full-time equivalency of the contract with supervisor and Executive Team approval and/or in accordance with applicable bargaining agreements.

Employees may request a leave of absence from their complete employment obligation when an emergency or other circumstances exist subject to approval by the supervisor, Executive Team, and/or in accordance with applicable bargaining agreements.

July 17, 1985

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*Adopted College Board of Education*

April 19, 2006; July 21, 2010;

January 15, 2014; May 17, 2017

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*Revised College Board of Education*