

College Board of Education Series—1000

## BUDGET COMMITTEE MEMBER SELECTION

- College President/CEO (or designee):**
1. Initiates selection process by informing **Chemeketa Community College Board of Education** of resignations or upcoming vacancies.
  2. Informs **College Board of Education** if an incumbent wishes or does not wish to be reappointed.

- College Board of Education:**
1. Makes a decision to reappoint an incumbent who has served for three years or less, or to advertise position. A position filled by an incumbent who has served more than three years, and wishes to continue, must be advertised; however, the incumbent may reapply.
  2. Makes a decision to appoint a new member to a vacated position from an up-to-date list of qualified candidates or to seek new candidates to fill any openings.

- College President/CEO (or designee):**
1. If directed by the **College Board of Education**, informs citizens of vacancy with public notices.
  2. Prepares application materials and provides them to interested candidates upon request.

- College Board of Education Chairperson:**
1. Appoints screening committee of three **College Board of Education** members whenever necessary to screen potential candidates.

- College Board of Education Committee:**
1. Screens applications and/or interviews qualified candidates for any vacancy created mid-term or to begin a new term being advertised.
  2. Reports to **College Board of Education** names of all qualified applicants and recommends appointment(s) at next regular meeting.

- College Board of Education**
1. Makes final appointment(s).

July 15, 1991

*Adopted College Council*

February 15, 2006

*Reviewed Board of Education*

May 8, 1996

*Revised*

January 7, 2011; February 26, 2015;

September 18, 2019

*Revised by College Executive Administration*