



February 7, 2025

Guidance for Employees and Students

With recent federal changes the information below serves as a reminder to faculty, staff, and students about the college's policies and procedures regarding access to student information and to the college's campuses by visitors, including law enforcement and federal officers such as the FBI or Immigration and Customs Enforcement officers. This information is intended to assist, should any of these situations arise, as well as reassure our campus community that we are committed to protecting student information as is required by FERPA and maintaining a secure campus environment.

Visits by Law Enforcement

Visitors representing state, local and federal law enforcement agencies seeking information related to a specific person or persons shall be directed to contact the Public Safety Director or designee in the Public Safety office on the Salem campus (503-399-5023). Agencies include, but are not limited to police departments, sheriff's offices, the Federal Bureau of Investigation, and Immigration and Customs Enforcement. (Chemeketa [Policy/Procedure 2280](#)). Student information is not required to be released to law enforcement agencies without a judicial court order or subpoena.

[Oregon Sanctuary Law](#) bars state and local authorities, as well as employees of public bodies (including colleges and universities), from assisting in federal immigration efforts without a valid warrant. Even if a warrant is presented, employees should contact public safety, because not all warrants are equivalent.

Access to Student Information

Access to student information is limited and restricted to [directory information](#) per federal law (FERPA) and [Chemeketa Procedure 5140](#). However, the college is not required to release directory information, and any requests for student information should be directed to Enrollment Services. Directory information may be withheld if a student submits a non-disclosure form to Enrollment Services.

The college may be required to release student information specified upon court order or subpoena. In this case, the student will be informed following FERPA guidelines.

Compliance Statement

It is the policy of Chemeketa Community College and its Board that there will be no discrimination or harassment on the basis of race, religion, color, sex, age, national origin, ethnic origin, sexual orientation, gender identity, marital status, citizenship status, pregnancy and related conditions, family relationship, veteran's status, disabilities, tobacco usage during non-work hours, whistle blowing, victim of domestic violence and genetic information in any educational programs, activities or employment. Persons having questions about equal opportunity/affirmative action should contact the Affirmative Action Officer at 4000 Lancaster Dr. NE, Salem, Oregon 97309-7070; (503) 399-2537.