

WAC 495A-121-070 Reporting, recording, and maintaining records.

(1) The record in a brief adjudicative proceeding shall consist of all documents as required by law and as specified in RCW 34.05.476.

(2) The office of the senior administrator of student services will maintain records of student grievances and disciplinary proceedings for at least six years.

(3) The disciplinary record is confidential.

(4) Students may request a copy of their own disciplinary record at their own reasonable expense by making a written request to the senior administrator of student services. Personally identifiable student information is redacted to protect another student's privacy.

(5) Students may authorize release of their own disciplinary record to a third party in compliance with FERPA, 20 U.S.C. Sec. 1232g; 34 C.F.R. Part 99, by making a written request to the senior administrator of student services.

(6) The college may inform the complainant of the outcome of the disciplinary proceeding involving a crime of violence or nonforcible sex offense as permitted by FERPA, 20 U.S.C. Sec. 1232g; 34 C.F.R. Part 99.

(7) Only with prior written consent of the student may the college communicate a student's disciplinary record to a person or agency outside the college, except as required or permitted by law. Exceptions include, but are not limited to, the student's parent(s) or legal guardian(s) who may review these records if the student is:

(a) A minor or a dependent;

(b) Is a minor and disciplinary action involves the use or possession of alcohol or controlled substance; or

(c) In connection with a health or safety emergency regardless if the student is a dependent or a minor as permitted by FERPA, 20 U.S.C. Sec. 1232g; 34 C.F.R. Part 99.

[Statutory Authority: RCW 34.05.250 and 28B.50.140(13). WSR 19-14-073, § 495A-121-070, filed 6/30/19, effective 7/31/19. Statutory Authority: RCW 28B.50.140(10). WSR 00-11-147, § 495A-121-070, filed 5/24/00, effective 6/24/00.]