

FORM OF ORDER AND TRANSMITTAL BY BOARD, COMMISSION, OR COUNCIL

State of Washington

Board of Trustees

(name of governing body)

Community College District 12

(name of institution)

Resolution No. 81-9

Administrative Order No.

(1) Be it resolved by the board of trustees

of the Community College District 12 (institution)

acting at Garrett Heyns Education Center, Shelton, Washington (place)

that it does promulgate and adopt the annexed rules relating to:

EMERGENCY PROCEDURES (WAC 132L-26)

(2) ALTERNATIVE A. Use only for Adoption of Permanent Rules.

This action is taken pursuant to Notice No. filed with the code reviser on. Such rules shall take effect:

pursuant to RCW 28B.19.050(2) at a later date, such date being

(2) ALTERNATIVE B. Use only for Adoption of Emergency Rules.

We, the Board of Trustees of Community College District 12, find that an emergency exists and that the foregoing order is necessary for the preservation of the public health, safety, or general welfare and that observance of the requirements of notice and opportunity to present views on the proposed action would be contrary to public interest. A statement of the facts constituting such emergency is: Conflicts existing between Higher Education Personnel Board rules and District 12 rules would preclude the district from invoking a suspended operation order. The imminent threat posed by Mt. St. Helens and strikes by state employee unions could precipitate a condition requiring an order for suspended operations. The board finds these conditions imminent and posing an emergency condition which must be addressed by appropriate emergency rules.

(3) Pursuant to the requirements of WAC 1-13-040 that each order shall set forth an appropriate statement of state statutory authority (fill in statement (a), (b), or (c) as appropriate):

(a) This rule is promulgated pursuant to RCW and is intended to administratively implement that statute.

(b) This rule is promulgated pursuant to RCW which directs that the

(institution)

has authority to implement the provisions of

(name of act or RCW citation)

(c) This rule is promulgated under the general rule-making authority of the Community College District 12

(institution)

as authorized in RCW Chapter 28B.10 & 28B.50

(4) The undersigned hereby declares that he has complied with the provisions of the Open Public Meetings Act (chapter 42.30 RCW), the Administrative Procedure Act (chapter 34.04 RCW) or the Higher Education Administrative Procedure Act (chapter 28B.19 RCW), as appropriate, and the State Register Act (chapter 34.08 RCW).

STATE OF WASHINGTON first recorded in the order register of this governing body is herewith transmitted to the Code Reviser for filing pursuant to chapter 28B.19 RCW and chapter 1-13 WAC.

APPROVED AND ADOPTED June 9 19 81

JUN 12 1981

By [Signature]

District President

Title

CODE REVISER'S OFFICE

WSR 81-13-000

AMENDATORY SECTION (Amending Order 77-30, filed 9/1/77)

WAC 132L-26-010 AUTHORITY TO SUSPEND OPERATIONS. The president of District 12 is authorized to suspend the operation of any or all campuses in the district if, in his opinion, an emergency condition beyond his control makes this closure advisable (~~(--{Such-as;-but-not-limited-to:-Riot;-covit-disturbance;-mechanical failure;-severe-weather-conditions;-strike-or-work-stoppage-})~~ ) , and the public health, or property, or safety is jeopardized.

In accordance with WAC 251-22-240, as amended by the Higher Education Personnel Board (~~(December-22;-1975)~~), April 6, 1981, Community College District 12 adopts the following suspended operation rules.

AMENDATORY SECTION (Amending Order 77-30, filed 9/1/77)

WAC 132L-26-040 VOLUNTARY STAFFING. When the period of suspended operation is expected to exceed five working days, (~~(but-less-than-twenty-one;)~~) staffing shall be on a volunteer basis. Employees qualified to perform the task with the most layoff seniority shall be given the first option to work.

AMENDATORY SECTION (Amending Order 77-30, filed 9/1/77)

WAC 132L-26-050 MANDATORY STAFFING. If sufficient volunteers cannot be found, the president shall have the authority to require employees to work. If the employees who are requested to work withhold their services (except for extenuating circumstances as determined by the president) they shall not be allowed to use compensatory time (~~(or)~~), annual leave, a personal holiday, or make up work time lost, but will not be subject to any further disciplinary action. Employees will be called in reverse seniority.

AMENDATORY SECTION (Amending Order 77-30, filed 9/1/77)

WAC 132L-26-060 SUSPENDED OPERATION PROCEDURES AFTER (~~(TWENTY-ONE)~~) FIFTEEN DAYS. If the period of suspended operation is expected to exceed (~~(twenty-one)~~) fifteen days, the (~~(full-classified-personnel-layoff-provisions-shall-apply-)~~) personnel director shall request an extension from the director of the Higher Education Personnel Board subject to confirmation by the board. If the period of suspended operation exceeds fifteen days and no extension is granted, the full classified personnel layoff provisions shall apply.

If the suspended operation exceeds the period for which an extension was granted, the full classified personnel layoff provisions shall apply.

AMENDATORY SECTION (Amending Order 77-30, filed 9/1/77)

WAC 132L-26-075 OPTION TO RECOVER TIME LOSS. The district shall have the option to make up lost time due to suspended operations by extending the calendar. Classified and administrative employees who lose regular work time as a result of suspended operation may request to work additional hours in accordance with WAC 251-22-240. The District President shall have the option to approve or deny such requests. This response must be made within fifteen days after receipt of the request. Compensation for additional work hours shall be granted on a compensatory time basis at straight time.

AMENDATORY SECTION (Amending Order 77-30, filed 9/1/77)

WAC 132L-26-080 SUSPENDED OPERATIONS--NOT A LOCK-OUT. Suspended operations shall not be interpreted as a lock-out by the management of District 12.