

TRANSMITTAL OF RULES ADOPTED

FROM: Community College District No. 12  
(Name of Agency)

TO: CODE REVISER  
LEGISLATIVE BLDG. (Southwest Corner, Ground Floor)  
OLYMPIA 98504

The enclosed rules Permanent rules  , being Order No. \_\_\_\_\_  
Emergency rules

relating to (Name of rules or description of subject matter)

Emergency Procedures for Community College District 12,  
WAC 132L-26-010 through WAC 132L-26-080

(ALTERNATIVE A. Use only for adoption of permanent rules)

pursuant to Notice No. \_\_\_\_\_ ① filed with the code reviser  
on \_\_\_\_\_ ② were regularly adopted as permanent rules of  
(date)  
this agency at \_\_\_\_\_ on \_\_\_\_\_ and are herewith  
(place) (date)  
filed in the office of the code reviser pursuant to chapter 34.04  
RCW. The effective date of such rules shall be \_\_\_\_\_ ③

(ALTERNATIVE B. Use only for adoption of emergency rules)

pursuant to its finding in the attached administrative order,  
that the immediate adoption of these rules 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 the  
public interest, were regularly adopted as emergency rules of this  
agency at Centralia, Washington on May 10, 1977 and  
(place) (date)  
are herewith filed in the office of the code reviser pursuant to  
chapter 34.04 RCW.

The undersigned hereby certifies that the requirements of chapter  
34.04 RCW and of the Open Public Meetings Act of 1971, chapter  
42.30 RCW have been fulfilled.

Dated this 18th day of May 1977.

STATE OF WASHINGTON

FILED

MAY 18 1977

CODE REVISER'S OFFICE

DUCKET # 9716 FILE # 11

Community College District No. 12  
(AGENCY)

By STEVEN P. RECOR

Assistant Attorney General  
Title

- ① Notice number as appears on the copy of notice returned to you by reviser's office (if proceedings were continued, use no. of last notice)
- ② Stamped date as appears on the copy of notice returned to you by reviser's office (if proceedings were continued, use date of last notice)
- ③ Unless a later date is specified in this order or is prescribed in another statute, rules are effective 30 days after filing:  
RCW 34.04.040. Leave this space blank except in such special cases.

ADMINISTRATIVE ORDER  
Community College District No. 12  
Adoption of Rules

A resolution relating to the adoption of permanent rules of Community College District No. 12, to wit: a new section setting forth emergency procedures for Community College District No. 12, WAC 132L-26-010 through WAC 132L-26-080.

WHEREAS, there is a present threat of a general state-wide strike by public employees, and

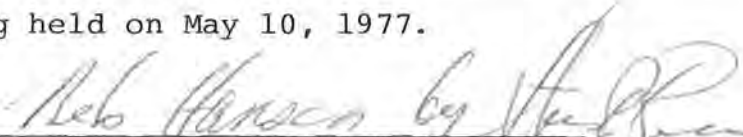
WHEREAS, such a strike would create a serious emergency for Community College District No. 12 in which it will be necessary to preserve the public health, safety and general welfare, and

WHEREAS, in order to deal with such an emergency it is necessary that Community College District No. 12 adopt emergency rules dealing with district policies in the event district operations are suspended temporarily;

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Community College District No. 12 adopt on an emergency basis WAC 132L-26-010 through WAC 132L-26-080, a copy of which regulations are attached hereto and made a part hereof by this reference, and

BE IT FURTHER RESOLVED that this Administrative Order after being first recorded in the Order Register of this agency, shall be forwarded to the Code Reviser together with the emergency regulations referred to above for filing, pursuant to Chapter 34.04 RCW.

I certify that the foregoing, together with the attached rules, accurately reflects the action taken by the Board of Trustees of Community College District No. 12 during the course of their regularly scheduled public meeting held on May 10, 1977.

  
President, Community College District  
No. 12; Secretary, Board of Trustees

## EMERGENCY PROCEDURES

### WAC 132L-26

WAC 132L-26-010. 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, civil disturbance, mechanical failure, severe weather conditions, strike or work stoppage.)

In accordance with WAC 251-22-240, as amended by the Higher Education Personnel Board, December 22, 1975, Community College District 12 adopts the following suspended operation rules:

WAC 132L-26-020. All compensation paid classified employees during a period of suspended operations shall be in accordance with the provisions of WAC 251-22-240, Higher Education Personnel Board Rules.

WAC 132L-26-025. In the event of suspended operation, the president or his designee shall have the option to staff any campus or any portion thereof in any manner during the first five days of suspended operation.

WAC 132L-26-030. If the course of events causes the president to declare a closure of any campus due to emergency conditions and that decision is transmitted to the local radio stations and broadcast prior to one hour before the reporting time of an employee, the provisions of WAC 251-22-240 shall not apply.

WAC 132L-26-035. If operations are suspended, employees are directed to contact the district dean of administration's office or other designated office prior to returning to work on the following day to determine whether the institution will be reopened or if partial staffing is required. Teaching personnel will contact the dean/director of the appropriate division for this purpose.

WAC 132L-26-040. When the period of suspended operation is expected to exceed five (5) working days, but less than fifteen (15), staffing shall be on a volunteer basis. Employees qualified to perform the task with the most lay-off seniority shall be given the first option to work.

WAC 132L-26-045. Employees who are requested to work and who are unavailable or withhold their services (except for illness or prearranged leave not related to or precipitated by the suspended operation) shall not be allowed to use compensatory time, annual leave, or leave without pay and their absence will be treated as an unauthorized absence.

WAC 132L-26-050. If sufficient volunteers cannot be found, the president shall have the authority to hire temporary employees during the periods of suspended operations to meet the needs of the institution.

WAC 132L-26-055. During periods of suspended operations, employees may be required to temporarily perform tasks above or below their assigned categories.

WAC 132L-26-060. If the period of suspended operation is expected to exceed fifteen days, the full classified personnel lay-off provisions shall apply. Notification of lay-offs may not be given until the condition of suspended operations has been in existence for three (3) days.

WAC 132L-26-065. Lay-offs necessitated by conditions causing suspended operations shall be accomplished in accordance with WAC 251-10-030.

WAC 132L-26-070. The district will provide all employees with a copy of the Closure Notification Plan and the Recall Plan.

WAC 132L-26-075. The district shall have the option to make up lost time due to suspended operations by extending the calendar.

WAC 132L-26-080. Suspended operations shall not be interpreted as a lock-out by District 12.