

## Chapter 106-140 WAC USE OF FACILITIES

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### WAC

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### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

106-140-001	Business enterprises policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-001, filed 7/11/78; Order 2, § 106-140-001, filed 1/13/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-140-030	Publicity and literature. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-030, filed 7/11/78; Order 2, § 106-140-030, filed 1/13/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-140-053	Soliciting and selling of published materials—Time, place and manner of soliciting and selling of published materials. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-053, filed 7/11/78; Order 2, § 106-140-053, filed 1/13/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-140-101	Use of university facilities—Business office. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-101, filed 7/11/78; Order 4, § 106-140-101, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-140-140	Business office hours—Cashier. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-140, filed 7/11/78; Order 4, § 106-140-140, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-140-145	Check cashing-cashier's office. [Order 4, § 106-140-145, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-140-146	Check cashing-cashier's office—Partial return in cash. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-146, filed 7/11/78; Order

- 4, § 106-140-146, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-150 University bookstore—Refunds. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-150, filed 7/11/78; Order 4, § 106-140-150, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-151 University bookstore—Used book purchases. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-151, filed 7/11/78; Order 4, § 106-140-151, filed 6/16/72, effective 7/20/72.] Repealed by WSR 83-11-033 (Order 52), filed 5/16/83. Statutory Authority: RCW 28B.35.120(11).
- 106-140-152 University bookstore—Bookstore check cashing policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-152, filed 7/11/78; Order 4, § 106-140-152, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-153 University bookstore—Methods of purchase. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-153, filed 7/11/78; Order 4, § 106-140-153, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-154 University bookstore—Book orders. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-154, filed 7/11/78; Order 4, § 106-140-154, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-155 College bookstore—Pricing. [Order 4, § 106-140-155, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-157 University bookstore—Animals prohibited. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-157, filed 7/11/78; Order 4, § 106-140-157, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-159 University bookstore—Hours. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-159, filed 7/11/78; Order 4, § 106-140-159, filed 6/16/72, effective 7/20/72.] Repealed by WSR 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

**WAC 106-140-010 Business sales.** The soliciting, selling, exposing for sale, or offering to sell of any goods, services, articles, wares or merchandise of any nature whatsoever, within the boundaries of Central Washington University property is prohibited except by written permission of the board of trustees, president, or his designee: Provided, That this section shall not apply to any otherwise legal private, personal, noncommercial sales between individuals where no general or public solicitation, exposure for sale or offer to sell is involved, or to the soliciting, selling, exposing for sale, or offering to sell of individual books, newspapers, magazines, pamphlets, and similar published materials.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-010, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-010, filed 7/11/78; Order 2, § 106-140-010, filed 1/13/72.]

**WAC 106-140-011 Business sales—Restrictions.** Central Washington University property and facilities may not be used for the activities set forth in WAC 106-140-010 unless such activities serve the purposes and needs of the university and are sponsored by a university department, agency, or recognized organization. Such activities must be in compliance with the commercial activity policies of the university.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-011, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Or-

der 39), § 106-140-011, filed 7/11/78; Order 2, § 106-140-011, filed 1/13/72.]

**WAC 106-140-020 Advertising—Advertising in recognized student and faculty publications.** Advertising in publications of the university and its recognized student or faculty organizations or on university-operated radio or television broadcasts is permitted within the requirements of journalistic policies, prices, rules, and regulations established by each program.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-020, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-020, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-020, filed 7/11/78; Order 2, § 106-140-020, filed 1/13/72.]

**WAC 106-140-021 Advertising—Advertising on bulletin boards.** Advertising in order of priority, by students, university employees, and recognized organizations thereof on bulletin boards is approved but shall be subject to regulation by the vice president for student affairs or his or her designated representative with respect to priority when there is a lack of space, and to the size and duration of the posting. This section applies to bulletin boards located at the following places:

	Location	Users
(1)	Samuelson Union Building Nature of advertisements: Activities of the sponsoring organization only.	Student government activities Campus-sponsored groups Campus-sponsored events
(2)	Mitchell Hall Nature of advertisements: Activities of the sponsoring organization only.	Student government activities Campus-sponsored groups Campus-sponsored events
(3)	Bookstore Nature of advertisements: Activities of the sponsoring organization only.	All recognized campus organizations and students.
(4)	Any additional ASC bulletin board space which may be provided by the university or by a recognized organization.	

	Location	Users
	Nature of advertisements: Activities of the sponsoring organization only.	All recognized campus organizations.
(5)	Residence halls Nature of advertisements: Activities of the sponsoring organization only.	All recognized campus organizations.

Advertising by other than Central Washington University affiliated or recognized groups is not permitted at any time on university property and will be removed upon discovery.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-021, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-021, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-021, filed 7/11/78; Order 2, § 106-140-021, filed 1/13/72.]

**WAC 106-140-023 Advertising rates—Student publications.** The following rules shall be followed regarding advertising rates in student publications:

(1) Display advertising rates shall be appropriately and publicly announced prior to each year's publication period.

(2) Rates shall bear reasonable relationship to prevailing commercial standards and shall be based upon current economic conditions, publication financial requirements, and competitive situations.

(3) Differentials in display advertising rates shall be permitted based upon frequency and amount of advertising by advertisers and upon classification of advertisements, such as "local" or "national."

(4) Classified advertising rates, appropriately set and properly announced, shall be on the basis of cost per line.

(5) Closing dates for receipt of advertising material shall be set according to current mechanical publication requirements.

(6) Acceptability of advertisements shall be determined prior to each year's publication period and based upon current state law, other university rules and regulations, and commonly accepted practices and mores.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-023, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-023, filed 11/7/86.]

**WAC 106-140-025 Advertising rates—KCAT radio station.** Whenever possible, the advertising rates of KCAT shall be in accordance with the standards set by the Intercollegiate Broadcasting System.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-025, filed 11/7/86.]

**WAC 106-140-027 Gallery art display.** Displays of art in the Sarah Spurgeon Gallery shall be subject to the following conditions:

(1) All work displayed in the gallery shall be invited, authorized, and scheduled by the gallery director and/or department chair and shall comply with United States supreme court rulings on the display of works of art.

(2) All campus displays of art authorized by the gallery director and/or department chair shall comply with these rules and be subject to the supervision of the gallery director and/or department chair.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-027, filed 11/7/86.]

**WAC 106-140-031 Publicity and literature—Outdoor signs.** These signs may include banners, posters, stick signs, sandwich boards, or other types of signs. Any sign causing destruction of property will be removed upon discovery.

(1) Student activity signs approved by the scheduling center may be placed anywhere on the major walkways or malls immediately adjacent to the Samuelson Union Building.

(2) Stick signs and banners or posters may be posted in the immediate area of Commons and Holmes dining hall entrances. Signs in these areas will be limited to two feet by three feet in size. Pep banners or any other large signs to be posted in the immediate area of Commons or Holmes dining hall entrances must receive specific approval of the scheduling center and the director of food services.

(3) For Central Washington University student election campaigns, other areas such as the west end of Black Hall or the east end of Hertz Hall may be designated by the election committee subject to the approval of the university official responsible for that area.

(4) All signs, banners, and posters on the physical property immediately surrounding dormitories must be approved by the scheduling center and housing manager.

(5) Signs shall not be posted on trees or doors anywhere on campus; any so placed may be removed and destroyed by Central Washington University and Central Washington University may charge the group or individual responsible for such sign placement for the labor required to restore the premises.

(6) Outdoor signs shall be removed within thirty-six hours after an event.

(7) If signs and debris are not removed by the individuals or groups responsible for their erection within thirty-six hours after an event, after warning the individual or group, the university may take steps to remove the debris, litter, or material and charge the group or individual responsible for such erection, installation, or placement, for the labor required to restore the premises to the original condition.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-031, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-031, filed 7/11/78; Order 2, § 106-140-031, filed 1/13/72.]

**WAC 106-140-032 Publicity and literature—Bulletin boards.**

Posting on bulletin boards for regularly scheduled meetings shall not be earlier than three days before an event; posters for major activities such as speakers and dances shall not be placed on bulletin boards until seven days before the event. All posters shall be removed within thirty-six hours after the event. Maximum allowable size of any sign is 12 x 18 inches; any sign in excess of the stated size may be removed at any time.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-032, filed 10/3/94, effective 11/3/94; Order 2, § 106-140-032, filed 1/13/72.]

**WAC 106-140-033 Publicity and literature—Personal "for sale" notices.** The items may be posted in the designated areas of the Samuelson Union Building only when neatly typed or written on a 3 x 5 inch card for no longer than one month after posting and shall be subject to approval by the scheduling office.

[Order 2, § 106-140-033, filed 1/13/72.]

**WAC 106-140-034 Publicity and literature—Free dissemination of literature.** Individuals may use campus walkways to disseminate free literature, except commercial advertising; however, such dissemination shall not be permitted to interfere with individuals entering or leaving buildings or with building occupants. This privilege may be revoked if deemed necessary by the university. Dissemination of literature within any buildings, limited or restricted use areas, including the stadium or tennis courts, is prohibited.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-034, filed 7/11/78; Order 2, § 106-140-034, filed 1/13/72.]

**WAC 106-140-035 Publicity and literature—Use of tables.** Representatives of organizations recognized by the associated students of Central may arrange for use of literature tables through the scheduling office. Such tables shall be used only for literature from students, faculty, or departments.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-035, filed 10/3/94, effective 11/3/94; Order 2, § 106-140-035, filed 1/13/72.]

**WAC 106-140-036 Publicity and literature—Commercial advertising prohibited.** University facilities and property shall not be used for commercial advertising by nonuniversity groups or individuals except by written permission of the president, or designee.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. WSR 95-22-058, § 106-140-036, filed 10/30/95, effective 11/30/95. Statuto-

ry Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-036, filed 7/11/78; Order 2, § 106-140-036, filed 1/13/72.]

**WAC 106-140-040 Selling on campus.** Selling within the boundaries of Central Washington University property may be permitted in the manner and at the locations as set forth below:

(1) University housing:

(a) The selling of items in vending machines is controlled by and administered through the office of the director of auxiliary services, excepting those in the student union building, which are under the control of the student union building administration.

(b) Residents in university housing are allowed to sell or to offer services on commission with a special permit from the director of auxiliary services or designee. Students may request such a permit only for their assigned room or housing unit because door-to-door selling is not allowed on campus.

(2) Other campus areas, as follows:

(a) Selling by individual students or by recognized organizations in classroom buildings, administrative buildings, or service buildings is not allowed without special permission that must be obtained from the vice president for business and financial affairs or designee not less than five business days prior to the date the requested activity is to take place.

(b) The university athletic committee regulates the selling policy at university athletic events. Applications for permission to sell at such events shall be made to the university athletic director or designee.

(c) The Samuelson Union board regulates selling by individuals and groups in the Samuelson Union Building. Applications for permission to sell in the Samuelson Union Building shall be made to the vice president for student affairs or designee through the scheduling center. Off-campus vendors may rent table space in the union building for a maximum of two days (five if ware fairs are included) per academic quarter. Requests for exceptions to this regulation will be made to the vice president for student affairs or designee.

(3) Violations of the foregoing on any university property should be reported promptly to the vice president for business and financial affairs except for Samuelson Union Building which should be reported to the vice president for student affairs.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-040, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-040, filed 11/7/86. Statutory Authority: RCW 28B.40.120. WSR 78-02-048 (Order 38), § 106-140-040, filed 1/19/78; Order 2, § 106-140-040, filed 1/13/72.]

**WAC 106-140-050 Soliciting and selling of published materials.** The personal, noncommercial soliciting, selling, exposing for sale, or offering to sell by a person or persons, of any books, newspapers, magazines, pamphlets, and similar published materials shall be permitted within the boundaries of Central Washington University property, provided that such published materials are not already available for sale at the university, and shall be subject to regulation by the university president or his designee as to the time, place, and manner

thereof. Applications for permission to solicit or sell under this policy shall be submitted to the president or his designee twenty-four hours prior to the time such use of the university facilities is desired. The president or his designee shall establish the time, place, and manner that such soliciting and selling shall occur within the boundaries of university property. All rules and regulations, orders or directives adopted by the president or his designee pursuant to this section shall be promulgated.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-050, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-050, filed 7/11/78; Order 2, § 106-140-050, filed 1/13/72.]

**WAC 106-140-051 Soliciting and selling of published materials—Exceptions.** WAC 106-140-050 shall not apply to otherwise legal private sales between individuals where no general or public solicitation, exposure for sale, or offer to sell is involved.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-051, filed 10/3/94, effective 11/3/94; Order 2, § 106-140-051, filed 1/13/72.]

**WAC 106-140-052 Soliciting and selling of published materials—Prohibitions.** The soliciting, selling, exposing for sale, or offering to sell of any material in violation of Washington state law is prohibited.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-052, filed 10/3/94, effective 11/3/94; Order 2, § 106-140-052, filed 1/13/72.]

**WAC 106-140-110 Telephone services—Long distance calls.** Personal long distance calls may not be charged to any university telephone number; any individual doing so shall pay for the cost of the toll charge, plus an additional penalty charge established by the university. Long distance telephone calls may be placed from university telephones by charging the call to a nonuniversity telephone number or to a credit card.

Violation of this section may result in disciplinary action.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-110, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-110, filed 7/11/78; Order 4, § 106-140-110, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-111 Telephone services—Requests for repairs.** All requests for repair of university telephones are to be made with university telecommunication services.



[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-111, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-111, filed 7/11/78; Order 4, § 106-140-111, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-112 Telephone services—Approval of installations.** Telephones in all administrative and academic buildings of the university may only be installed with the approval of the manager of telecommunication services.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-112, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-112, filed 7/11/78; Order 4, § 106-140-112, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-113 Telephone services—Right to restrict or modify services.** The university reserves the right at any time it deems necessary to restrict or change:

- (1) The telephone services,
- (2) Access to controlled long distance networks,
- (3) The hours of having operators on duty,
- (4) The amounts and types of information it will make available to the public through telecommunication services.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-113, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-113, filed 7/11/78; Order 4, § 106-140-113, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-120 Motor pool—University vehicles—University personnel.** University vehicles shall be utilized and operated only by university employees, or students of Central Washington University authorized by university officials, provided they have a valid operator's license on their person.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-120, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-120, filed 7/11/78; Order 4, § 106-140-120, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-121 Motor pool—University vehicles—Student personnel.** Student employee use of vehicles is limited to that use authorized by departmental chairs and administrative heads.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-121, filed 11/7/86; Order 4, § 106-140-121, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-130 Prohibition of smoking.** Smoking is prohibited in university buildings except campus living facilities and designated areas.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-130, filed 10/3/94, effective 11/3/94; Order 4, § 106-140-130, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-131 Building key—Authority to issue.** (1) Only department chairs and administrative heads may authorize issuance of submaster, building entrance, or individual room keys for their departments to faculty, staff, administrators, students, contractors, vendors, or service agents.

(2) Only deans, vice presidents, the director of auxiliary services, and the director of physical plant are authorized to issue building masters for their respective operational areas.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-131, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-131, filed 11/7/86.]

**WAC 106-140-133 Responsibility for expenses resulting from failure to return keys.** (1) The administrative head authorizing issuance of keys to contractors, vendors, or service agents will be responsible for the return of the keys to the lock shop as scheduled, and if the keys are not returned as scheduled, will be required to pay the cost of recombining work necessary to retain building security and function as determined by the director of facilities management.

(2) The department responsible for the issuance of keys may be billed the cost of recombining work necessary to restore security when faculty, staff, administrators, or students fail to return keys to the key shop. The work required to restore security will be determined by the director of facilities management for state-funded facilities and by the director of auxiliary services for auxiliary service facilities. The responsible department chair or administrative head will be informed of the cost estimate prior to the rekeying process.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-133, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-133, filed 11/7/86.]

**WAC 106-140-135 Keys—Transferring/loaning prohibited.** Transferring university keys between individuals is prohibited. Loaning keys to university facilities is prohibited. Individuals who loan their keys will be held responsible should they be improperly used.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-135, filed 11/7/86.]

**WAC 106-140-137 Failure to return keys to lock shop—Penalties.**

Failure to return keys to the lock shop may result in withholding of salary/wages, transcripts, registration, and/or graduation.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-137, filed 11/7/86.]

**WAC 106-140-156 University bookstore—Packages.**

The public is required to leave all packages, books, supplies, packs, bags, large handbags, etc., outside the university bookstore sales display area, provided that those carried in shall be subject to search prior to leaving the sales display area.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-156, filed 7/11/78; Order 4, § 106-140-156, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-158 University bookstore—Sales restrictions.**

Only merchandise or items sold by the university bookstore as a part of its operation may be sold within the university bookstore premises.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-158, filed 7/11/78; Order 4, § 106-140-158, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-160 Use of university mailing and stationery services.**

No one may employ university stationery, services (mail, duplicating, equipment, etc.), and supplies for personal use or for organizations not sponsored solely by the university.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-160, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. WSR 78-08-011 (Order 39), § 106-140-160, filed 7/11/78; Order 4, § 106-140-160, filed 6/16/72, effective 7/20/72.]

**WAC 106-140-401 Facilities scheduling and use.**

The coordinator of the university scheduling center shall have authority for approving and scheduling the use of the following facilities:

(1) Classrooms (lecture and seminar) and certain specified conference rooms within academic facilities: Provided, That scheduling of these facilities by academic departments for academic purposes shall have priority over other uses;

(2) Samuelson Union Building facilities;

(3) Limited housing and dining hall facilities, except that such facilities are made available only through the director of auxiliary services or the director's designee.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-401, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-401, filed 11/7/86.]

**WAC 106-140-410 Use of facilities for campaign purposes.** No political candidate or group supporting specific candidates for political office, or persons or groups campaigning for specific political issues, or political candidates can use university space or facilities free of charge, such as the campus newspaper, campus radio or TV station, or receive university support for those political activities. Furthermore, no university equipment, including duplicating machines, computers, telephones, mailing services, or supplies may be used free of charge for political or other nonuniversity purposes.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-410, filed 11/7/86.]

**WAC 106-140-411 Use of facilities for campaign purposes—Requirements.** The purpose of Central Washington University is to provide a liberal education in a number of academic fields; it has been established for public benefit rather than for the benefit of any private endeavors. In no case may university facilities or services be used to establish or maintain an office or headquarters for a political candidate or partisan political cause. Rules, regulations, policies, procedures, and practices regarding the use of university facilities shall not discriminate or promote discrimination among political parties or groups solely on the basis of their particular political viewpoint.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-411, filed 11/7/86.]

**WAC 106-140-527 Available space—Prohibition.** University organizations or members of the staff, faculty, students, or administration of Central Washington University shall not be permitted to assume co-sponsorship for another group or individual in order to favorably affect scheduling priority or to reduce the costs otherwise chargeable to such other group or individual.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-527, filed 11/7/86.]

**WAC 106-140-528 Available space—Limitations.** University facilities available to nonuniversity organizations through the scheduling office may be used for religious worship, training, instruction, or prayer meetings when available and at full rental charge rates: Provided, That such facilities may not be scheduled, leased, rented, or used on a regular series basis, daily, weekly, monthly, etc., or in any manner that establishes a consistent pattern of the aforementioned religious usage of university facilities.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-528, filed 11/7/86.]

**WAC 106-140-600 Entertainment policy.** The entertainment policy for Central Washington University shall be maintained by the director

of student activities, except for those for university housing which shall be maintained by the director of housing services and the director of residence living. All entertainment as defined in WAC 106-140-601 shall be presented in accordance with this policy and in accordance with the provisions of WAC 106-140-602 through 106-140-632.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-600, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-600, filed 11/7/86.]

**WAC 106-140-601 Entertainment defined.** "Entertainment" wherever used in chapter 106-140 WAC shall be defined as follows: "Any performance, dance, concert, attraction, fund-raising event, or other event presented on campus which shall require the use of Central Washington University facilities and is sponsored by either the Associated Students of Central, an officially recognized organization, or private entity."

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-601, filed 11/7/86.]

**WAC 106-140-605 Entertainment—Approval required.** All entertainment, except athletic events administered by academic departments and events sponsored through the university office of recreation and intramurals must have the signed approval of the vice president for student affairs or designee.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-605, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-605, filed 11/7/86.]

**WAC 106-140-632 Entertainment—Damages bond—Responsibilities of sponsor.** Officially recognized organizations and private entities may be required to furnish Central Washington University with a certificate of insurance or other satisfactory proof that such organization or private entity has purchased reasonable broad form insurance coverage (e.g., \$1,000,000 liability coverage and \$250,000 property damage coverage for use of Nicholson Pavilion) for the entertainment event presented by such organization or private entity, of which Central Washington University is the sole beneficiary. The following shall be required of all officially recognized organizations and private entities presenting entertainment:

(1) Each organization or private entity shall provide the scheduling office with a complete list of all the officers, agents, and representatives of the organization, including full names, local addresses, and permanent addresses of each.

(2) Each organization or private entity shall be responsible for the admissions, attendance, and crowd control in the university facilities during the time reserved for their organization.

(3) Each organization or private entity assumes responsibility for all violations of campus regulations and policies, state law, and

federal law which occur in connection with the use of the facilities and shall hold the university harmless from any claims or liability for any act or failure to act on the part of the organization.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-632, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-632, filed 11/7/86.]

**WAC 106-140-640 Festivals prohibited.** The presentation of festivals will not be permitted. For purposes of this section, a festival is an assembly of more than two thousand persons gathered primarily for outdoor, live, or recorded musical entertainment where the duration of the program is five hours or longer.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-640, filed 11/7/86.]

**WAC 106-140-660 Authority of athletic director to administer athletic events.** The athletic director of Central Washington University shall establish reasonable admission fees, rules, and regulations regarding attendance and crowd control at athletic events at Central Washington University. Advance notice of such admissions fees, rules, and regulations regarding attendance and crowd control at athletic events at Central Washington University will be provided to interested parties, whenever possible, by the athletic director.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-660, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-660, filed 11/7/86.]

**WAC 106-140-670 Authority of vice president for student affairs to administer recreation program.** The vice president for student affairs or designee may establish reasonable admission charges, schedules, rules, and regulations regarding uses, attendance, and crowd control at Nicholson Pavilion and Pool, and admission charges will be assessed for university employees and their immediate families during such periods. Advance notice of such charges, schedules, rules, and regulations shall be provided to interested parties, whenever possible, by the vice president or designee.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). WSR 94-20-075 (Order CWU AO 76), § 106-140-670, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-670, filed 11/7/86.]

**WAC 106-140-680 Authority of academic departments to administer their sponsored public events.** Following approval by the appropriate dean, academic departments may establish reasonable admissions fees, rules, and regulations regarding attendance and crowd control for public events which they sponsor. Such admission charges may be assessed for university staff, faculty, student body, and the general public.

However, when Central Washington University student fees are allocated for the direct support of an academically related public event, Central Washington University students shall normally be provided a reduced student admission charge for such event. Advance notice of such admission fees, rules, and regulations shall be provided to interested parties as soon as possible after their adoption, by the respective academic departments.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). WSR 86-23-007 (Order 59), § 106-140-680, filed 11/7/86.]