

WAC 132B-120-120 Disciplinary process. (1) Judicial authority.

The board of trustees, acting pursuant to RCW 28B.50.140(14), delegates to the president of the college the authority to administer disciplinary action. Administration of the disciplinary procedures is the responsibility of the vice president for student services or designee. The vice president for student services or designee, is responsible for initiating disciplinary proceedings for infractions of rules and regulations as outlined in the procedures. The vice president for student services, or in his/her absence, the vice president for instruction, may delegate this responsibility to members of their staff and they may also establish committees or other hearing bodies to advise or act for them in disciplinary matters.

(2) **Initiating the process.** Sexual harassment complaints or concerns may be directed to the vice president for student services or human resources office.

(3) **Initiating disciplinary action (except summary suspension).**

(a) All disciplinary actions will be initiated by the vice president for student services or designee. If that person is the subject of a complaint initiated by the respondent, the president shall, upon request and when feasible, designate another person to fulfill any such disciplinary responsibilities relative to the complaint.

(b) The vice president for student services shall initiate disciplinary action by notifying the respondent to attend a disciplinary meeting. At the meeting, the student will be presented with the allegations, the provisions of the conduct code the respondent is alleged to have violated; and the range of possible sanctions for the alleged violation. This information will be provided in writing, either at the meeting or within three business days of the meeting. The respondent shall be afforded an opportunity to explain what took place. If the respondent fails to attend the meeting, the student conduct officer may take disciplinary action based upon the available information.

(c) Within ten business days of the initial disciplinary meeting, and after considering the evidence in the case, including any facts or argument presented by the respondent, the vice president for student services shall serve the respondent with a written decision setting forth the facts and conclusions supporting his or her decision, the specific student conduct code provisions found to have been violated, the discipline imposed, if any, and a notice of any appeal rights with an explanation of the consequences of failing to file a timely appeal.

(d) The vice president may take any of the following disciplinary actions:

(i) Exonerate the respondent and terminate the proceedings;

(ii) Impose a disciplinary sanction(s), as described in WAC 132-120-130;

(iii) Refer the matter directly to the student conduct committee for such disciplinary action as the committee deems appropriate. Such referral shall be in writing, to the attention of the chair of the student conduct committee, with a copy served on the respondent.

[Statutory Authority: RCW 28B.50.140(13). WSR 14-15-156, § 132B-120-120, filed 7/23/14, effective 8/23/14. Statutory Authority: RCW 28B.50.140. WSR 04-01-100, § 132B-120-120, filed 12/16/03, effective 1/16/04. Statutory Authority: RCW 28B.50.140(13). WSR 98-09-012, § 132B-120-120, filed 4/6/98, effective 5/7/98. Statutory Authority: RCW 28B.50.140(13) and 69.41.340. WSR 91-11-102, § 132B-120-120, filed 5/22/91, effective 6/22/91. Statutory Authority: RCW 28B.50.140(13).

WSR 80-10-053 (Order 80-1, Resolution No. 10-80), § 132B-120-120,
filed 8/6/80.]