

FORM OF ORDER AND TRANSMITTAL BY INSTITUTION HAVING SINGLE HEAD

State of Washington

Central Washington University

(name of institution)

Administrative Order No. 57

(1) I, John Drinkwater, Director of Student Activities (position)

of the Central Washington University (institution)

do promulgate and adopt at Central Washington University, Ellensburg, Washington (place)

the annexed rules relating to:

Chapter 106 124 WAC, General Conduct - Rights and Responsibilities of College Community Members

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

This action is taken pursuant to Notice No. 34-19 048 filed with the code reviser on 9/17/84. These rules shall take effect: [X] thirty days after they are filed with the code reviser pursuant to RCW 28B.19.050(2). [] at a later date, such date being

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

I, [] find that an emergency exists and that this 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 the emergency is:

These rules are therefore adopted as emergency rules to take effect upon filing with the code reviser.

(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)

[X] (c) This rule is promulgated under the general rule-making authority of the Central Washington University (institution)

as authorized in RCW PCW 28B.19.050 and RCW 28B.35.120(11)

(4) The undersigned hereby declares that the institution has complied with the provisions of the Open Public Meetings Act (chapter 42.30 RCW), the Higher Education Administrative Procedure Act (chapter 28B.19 RCW), and the State Register Act (chapter 34.08 RCW) in the adoption of these rules.

(5) This order after being first recorded in the order register of this institution, is herewith transmitted to the Code Reviser for filing pursuant to chapter 28B.19 RCW and chapter 1-13 WAC.

STATE OF WASHINGTON

APPROVED AND ADOPTED October 23

19 84

OCT 29 1984

By John Drinkwater Director of Student Activities

Title

CODE REVISER'S OFFICE

WSR 84-22-011



OFFICE OF THE ATTORNEY GENERAL

STATEMENT DESCRIBING PURPOSE AND IMPLEMENTATION OF ADMINISTRATIVE RULES (RCW 34.04.045)

1) TITLE AND WAC NUMBER OF RULE SECTIONS OR CHAPTERS:

Chapter 106-124 General Conduct--Rights and Responsibilities
of College Community Members

2) STATUTORY AUTHORITY FOR RULES:

RCW 28B.19.050 and RCW 28B.35.120(11)

3) SUMMARY OF RULES:

The rules affected by these amendments determine the procedure an organization must follow to achieve recognition by the university and delineate the parameters for using campus facilities.

4) DESCRIPTION OF THE PURPOSE OF THE RULES:

These rules were established to insure a fair process for reviewing and approving requests for the use of university facilities.

5) REASONS SUPPORTING THE RULES:

The amendment to WAC 106-124-130 states more specifically what must be presented by organizations wishing to achieve university recognition. Most of the other amendments are editorial only.

6) AGENCY PERSONNEL RESPONSIBLE FOR DRAFTING, IMPLEMENTATION AND ENFORCEMENT OF THE RULES:

Drafting: Judy Couture, Administrative Secretary
Assistant Attorney General
Central Washington University
Ellensburg, WA 98926

Implementation: Patricia Moore
Scheduling Center Manager
Central Washington University
Ellensburg, WA 98926
(509) 963-1321 or SCAN 453-1321

Enforcement: Patricia Moore and John Drinkwater, Director of Student Activities

7) NAME OF ORGANIZATION PROPOSING RULE:

Central Washington University

8) AGENCY COMMENTS OR RECOMMENDATIONS, IF ANY, REGARDING STATUTORY LANGUAGE, IMPELEMENTATION, ENFORCEMENT AND FISCAL MATTERS PERTAINING TO THE RULE:

None

9) These rules were not mandated by statute.

AMENDATORY SECTION (Amending Order 45, filed 8/14/80)

WAC 106-124-105 DEFINITIONS. (1) "University divisions" shall mean only those committees or entities established under university policies and procedures to select and invite speakers and/or programs as set forth in WAC 106-124-101, and for which university funds have been duly budgeted under university procedures for that purpose.

(2) "Organization" shall mean all recognized groups of individuals with membership principally comprised of Central Washington University students, faculty or employees with officers who are exclusively Central Washington University students, faculty or employees and for which university funds are not budgeted for the purpose of inviting speakers and/or programs to the campus. For the purpose of this definition the word "principally" shall mean that at least ninety percent of the members of the organization are Central Washington University students, faculty or employees and that no more than ten percent of the membership are persons who are not students, faculty or employees of Central Washington University. Such recognized groups are not a part of Central Washington University and are not arms, agents or representatives of the university or the state, but rather private associations recognized by the institution as being principally composed of university community members.

(3) "Departments" shall mean those academic units of Central Washington University that are from time to time authorized and established by the president of Central Washington University.

(4) "Department or (~~or~~) university student organizations" shall mean those organizations of students authorized and established by the faculty of any department of the university, which are responsible to the faculty and administrative head of that department and in which all students majoring in the department are eligible for membership.

AMENDATORY SECTION (Amending Order 45, filed 8/14/80)

WAC 106-124-122 ORGANIZATIONS--PROCEDURES. The following conditions and procedures are to be followed in speaker and program scheduling:

(1) The university grants to ~~the~~ individual faculty members the right to arrange any speaker or program they choose ~~in~~ in ~~his~~ their classes. This right carries with it the assumption of individual faculty responsibility.

(2) The scheduling of speakers or programs shall be subject to the availability of appropriate space and to the needs of the regularly scheduled university activities. The Scheduling Office shall make all reasonable efforts to arrange suitable space.

(3) All speakers and programs ~~from off campus~~ outside classroom instruction must be scheduled with the Scheduling Office. To insure adequate preparations, all scheduling of outside speakers and programs shall be completed seven days prior to the engagement. Exceptions to these regulations can be made ~~through the Student Activities Office~~ by the scheduling center manager.

(4) Before final arrangements are made or any speaker or program contract is signed, sponsoring organizations shall fill out the proper scheduling forms ~~and have them signed by a faculty advisor and the associate dean of student development~~.

(5) It is suggested that groups obtain written permission from the speaker or program performer before any tape or visual recordings are made.

(6) Speakers and programs are subject to the normal considerations for law and order and to the specific limitations imposed by the state Constitution and ~~((statutory law relating to religion))~~ Washington State laws.

(7) The university may close the meeting if lack of order and proper restraint creates an emergency which destroys the conditions of free speech and inquiry. The university shall have the authority to insure that no act is committed during a speaker's presentation or a program which would violate the laws of the state of Washington.

AMENDATORY SECTION (Amending Order 45, filed 8/14/80)

WAC 106-124-123 ORGANIZATIONS--SCHEDULING LIMITATIONS ON USE OF FACILITIES FOR SPEAKERS AND PROGRAMS. Facilities for presentation of speakers or programs invited or sponsored by individual faculty or organizations as defined in WAC 106-124-105(2) may be scheduled, rented, or used on a regular series basis, daily, weekly, monthly, or in a manner that establishes a consistent pattern of usage or commitment of university facilities only when established usage patterns for such facilities indicate their probable continued availability, and with the consent of the principal schedulers (~~((for))~~) of such facilities (e.g., Music Department in Hertz Auditorium, Drama Department in McConnell Auditorium, and the ~~((Scheduling Center))~~ director of student activities in the Samuelson Union Building.

AMENDATORY SECTION (Amending Order 45, filed 8/14/80)

WAC 106-124-130 ORGANIZATIONS--REGISTRY. (1) Organizations shall be listed on the university register of organizations by complying with WAC 106-124-130(3). Such listing shall not imply any sponsorship or patronage of the organization by Central Washington University.

(2) Organizations listed on the official university register shall have the privilege of using university facilities under WAC 106-124-120 and 106-124-130 of these regulations.

(3) Any organization wishing to use university facilities may be added to and maintained on the register by filing with the ~~((office of the associate dean of student development))~~ Scheduling Office the following information:

(a) The name of the organization, ~~((;))~~ provided, that for purposes of the invitations, publicity and presentation of programs involving guest speakers, the name of Central Washington University shall not be included in the name of the organization.

(b) A constitution, charter or official statement of the organization that: ~~((;))~~

(i) Sets forth the lawful purposes and organizations of the group.

(ii) Defines the qualifications of the membership in terms that require membership to be principally comprised of students, faculty, and/or employees of Central Washington University as such terms are defined herein.

(iii) Provides for a method of choosing the official representatives of the organization, all of whom shall be students, faculty, and/or employees of Central Washington University.

(c) All amendments to its constitution since its last filing.

(d) A list of the names and addresses of its current official ((([representatives] [representative])) representatives who are authorized to request the use of university facilities or deal with the university or others on matters concerning the organization.

(e) A membership statement verifying that 90% of the organization's members are students, faculty or employees must be signed by an official organization representative and, in the case of student organizations, the faculty advisor.

(f) A statement of intent to become listed on the register of university organizations.

(g) For student organizations a faculty advisor's signature, formal approval by the Associated Students of Central student government and the signature of the director of student activities.

(h) A quarterly summary of the organization's activity.

(i) A financial statement on club bank accounts and financial practices.

(4) Upon meeting these requirements, the organization shall be forthwith listed upon the university register of university organizations in the office of the dean of students ((development)) and the office((r)) responsible for scheduling extra-curricular programs. If any issue or dispute concerning qualification or revocation of privileges under this section arises, the matter shall be referred to and decided by the ((associate dean of student development)) director of student activities.

(5) The registry shall be maintained only for one year at a time, beginning September 1 and terminating on August 31 of each year.

AMENDATORY SECTION (Amending Order 45, filed 8/14/80)

WAC 106-124-801 ANIMALS PROHIBITED. (1) No animals, including dogs and cats, will be allowed, under any circumstances, in any university operated building.

(2) All dogs on campus shall be under direct physical control, leashed((, of)) by their owner or custodian.

(3) Dogs not under direct physical control of their owner or custodian, i.e., unleashed or tied and owner or custodian not present, shall be subject to ((([impoundment and their owners subject to])) impoundment and their owners subject to fines as determined under city ordinances.