

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

State of Washington

(name of governing body)

Centralia College (Community College District 12)
(name of institution)

Resolution No. _____

Administrative Order No. 87-2

(1) Be it resolved by the board of trustees
of ~~the~~ Centralia College (Community College District 12)
acting at 2011 Mottman Road, S.W., Olympia, Washington 98502

that it does adopt the annexed rules relating to: "Student Rights and Responsibilities,"
"Code Procedures," and "Summary Suspension Rules."

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

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

We, the Board of Trustees of Community College District 12, 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 emergency
rules/amendments are necessary to continuing to define the rights and responsibilities
of students attending Centralia College.

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)

(c) This rule is promulgated under the general rule-making authority of the
Centralia College (Community College District 12)
as authorized in RCW 28B.50.140
(institution)

(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 governing body 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
FILED

March 12, 19 87

MAR 18 1987

By Jan Duce

Chairman of the Board of Trustees
Title

CODE REVISER'S OFFICE
WSR 87-07-048

Chapter 132L-24 WAC

CENTRALIA COLLEGE
SUMMARY SUSPENSION RULESAMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-24-010 INITIATION OF SUMMARY SUSPENSION PROCEEDINGS. The ((campus)) college president or designee may suspend any student of the college for not more than ten academic calendar days pending investigation, action or prosecution on charges of an alleged code of student rights and responsibilities violation or violations, and if the ((campus)) college president or designee has reason to believe the student's physical or emotional safety and well-being, or the safety and well-being of the other college community members, or the safety and well-being of the college property command such suspension.

AMENDATORY SECTION (Amending Order 78-9, filed 3/22/78)

WAC 132L-24-020 PERMISSION TO ENTER OR REMAIN ON CAMPUS. During the period of summary suspension, the student shall not enter any campus of District 12 other than to meet with the dean of ((students)) educational services or to attend the hearing. However, the dean of ((students)) educational services may grant the student special permission to enter a campus for the express purpose of meeting with faculty, staff, or students in preparation for the hearing.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-24-030 NOTICE OF SUMMARY SUSPENSION PROCEEDINGS. (1) If the ((campus)) college president or designee desires to exercise the authority to summarily suspend a student, the ((campus)) college president shall cause notice thereof to be served upon that student by registered or certified mail at the student's last known address, or by causing personal service of such notice upon that student.

(2) The notice shall be entitled "notice of summary suspension proceedings" and shall state:

(a) The charges against the student including reference to the provisions of the code of student rights and responsibilities involved; and

(b) That the student charged must appear before the dean of ((students)) educational services at a time specified in the notice.

AMENDATORY SECTION (Amending Order 78-9, filed 3/22/78)

WAC 132L-24-040 PROCEDURES OF SUMMARY SUSPENSION HEARING. (1) At the summary suspension hearing, the student against whom the violation or violations are alleged shall have the opportunity of proving to the dean of ((students)) educational services that there is no cause to believe that the violation stated on the notice of summary suspension proceedings did occur, and that immediate suspension is not

necessary nor justifiable pursuant to chapter 132L-24 WAC Summary suspension rules.

(2) The student may offer personal oral testimony or that of any person, submit any statement or affidavit, examine any affidavit or cross-examine any witness, and submit any matter in extenuation or mitigation of the violation or violations charged.

(3) The dean of ((students)) educational services shall at the time of the summary suspension proceedings determine whether there is probable cause to believe that a violation of law or of provisions of the code of student rights and responsibilities has occurred, and whether there is reason to believe that immediate suspension is necessary. In the course of making such a decision, the dean of educational services may consider the sworn affidavits or oral testimonies of persons who have alleged that the student charged has committed a violation of law or of provisions of the code of student rights and responsibilities and the oral testimony and affidavits submitted by the student charged.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-24-050 DECISION BY THE DEAN OF ((STUDENTS)) EDUCATIONAL SERVICES. If the dean of ((students)) educational services, following the conclusion of the summary suspension proceedings, finds that there is probable cause to believe that:

(1) The student against whom specific violations of law or of provisions of the code of student rights and responsibilities are alleged has committed one or more of such violations upon any college facility; and

(2) That summary suspension of said student is necessary under the provisions of WAC 132L-24-010 Summary suspension rules; and

(3) Such violation or violations of the law or of provisions of the code of student rights and responsibilities constitute grounds for disciplinary action, then the dean of ((students)) educational services may, with the written approval of the ((campus)) college president, suspend such student from college.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-24-060 NOTICE OF SUMMARY SUSPENSION. (1) If a student is suspended pursuant to the above rules, the student shall be provided with a written copy of the dean of ((students)) educational services' findings of fact and conclusions, as expressly concurred in by the ((campus)) college president, which constituted probable cause to believe that the conditions for summary suspension existed.

(2) The student suspended pursuant to the authority of this rule shall be served a copy of the notice of summary suspension by personal service or by registered mail. Notice by mail shall be sent to said student's last known address. The suspension shall be effective from the day the notice of suspension is mailed or personal service accomplished, whichever shall occur first.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-24-070 SUSPENSION FOR FAILURE TO APPEAR. If the student against whom specific violations of provisions of the code of

student rights and responsibilities have been alleged has been served pursuant to the notice required and then fails to appear at the time designated for the summary suspension proceedings, the dean of ((students)) educational services may, with the written concurrence of the ((campus)) college president, suspend the student from college.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 1321-24-080 APPEAL. (1) Any student aggrieved by an order issued at the summary suspension proceedings may appeal the same to the ((district)) college president or designee. No such appeal shall be entertained, however, unless written notice of the appeal, specifically describing alleged errors in the proceedings of findings of the dean of ((students-and-the-campus-president;)) educational services is tendered at the office of the ((campus)) college president within seventy-two hours following the date "Notice of summary suspension" was served or mailed to the student, whichever occurred first.

(2) The ((district)) college president or designee shall, as soon as reasonably possible, examine the allegations contained within the notice of appeal, along with the findings of the dean ((and-campus president)) of educational services, the record of the summary suspension proceedings, and determine therefrom whether the summary suspension order is justified. Following such examination, the ((district)) college president or designee may, at his/her discretion, stay the summary suspension pending determination of the merits of the disciplinary proceedings pursuant to the provisions of the code procedures.

(3) The ((district)) college president or designee shall notify the appealing student within forty-eight hours following his/her consideration of the notice of appeal, as to whether the summary suspension shall be maintained or stayed pending disposition of the disciplinary proceedings pursuant to the provisions of the code procedures.

Chapter 132L-22 WAC

CENTRALIA COLLEGE
CODE PROCEDURESAMENDATORY SECTION (Amending Order 78-9, filed 3/22/78)

WAC 132L-22-010 PURPOSE OF DISCIPLINARY ACTION((S)). The college may apply sanctions or take other appropriate action when student conduct materially and substantially interferes with the college's:

(1) Primary educational responsibility of ensuring the opportunity for all students of the college community to attain their educational objectives((r)); or

(2) Subsidiary responsibilities of protection and maintaining property, keeping records, other services, and sponsoring nonclassroom activities such as lectures, concerts, athletic events, and social functions. Disciplinary action proceedings shall determine whether and under what conditions the violator may continue as a student at the college.

(a) Nothing herein shall prevent faculty members from taking reasonable summary action as may be reasonably necessary to maintain order when they have reason to believe that such action is necessary for the physical safety and well-being of the student, or the safety and protection of other students or of college property or where the student's conduct materially and substantially disrupts the educational process.

(b) Such summary action in the form of removal from the classroom shall be effective for a period not to exceed two scheduled classroom days.

(c) Faculty shall maintain a written record of any summary action and a copy shall be filed with the dean of ((students)) educational services within two scheduled classroom days.

(d) Any summary action may be appealed to the dean of ((students)) educational services for an informal hearing.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-22-020 INITIAL PROCEEDINGS. (1) Initiation of prosecution. Students, faculty members, administrators and other employees of the district shall have concurrent authority to report violations which will be acted upon by the dean of ((students)) educational services. All disciplinary proceedings will be initiated by the dean of ((students)) educational services or designated representative.

(2) Notice requirements. Any student charged in a report filed pursuant to ((WAC-132L-22-020,)) subsection (1) of this section, with a violation of the code of student rights and responsibilities shall be notified by the dean of ((students)) educational services or designated representative within two academic calendar days after the filing of such a report. The notice shall not be ineffective if presented later due to the student's absence. Such notice shall:

(a) Inform the student that a report has been filed alleging that the student violated specific provisions of the code of student rights and responsibilities and the date of the violation; and

(b) Set forth those provisions allegedly violated; and

(c) Specify the exact time and date the student is required to meet with the dean of ((students)) educational services; and

(d) Specify the exact time, date, and location of the formal hearing, if one is required; and

(e) Inform the student that he/she may question witnesses, that he/she may have anyone appear in his/her behalf to defend him/her, that he/she may have a maximum of three character witnesses appear in his/her behalf; and

(f) Inform the student that failure to appear at either of the appointed times at the dean of ((students)) educational services office or at the hearing may subject the student to ((~~suspension--from the--institution--for--a--stated--or--indefinite--period-of-time~~)) any actions authorized by this code.

(3) Meeting with the dean of ((students)) educational services.

(a) At the meeting with the dean of ((students)) educational services the student shall be informed of provisions of the code of student rights and responsibilities that are involved, that the student may appeal any sanction imposed by the dean of ((students)) educational services and that if a hearing is required the student may have that hearing open to the public. If the student requests a formal hearing, the dean of ((students)) educational services shall take no action nor make any determination in the matter other than to inform the student again of the time, date, and location of the formal hearing.

(b) After considering the evidence in the case and interviewing the student or students involved, the dean of ((students)) educational services may take any of the following actions:

(i) Terminate the proceedings exonerating the student or students; or

(ii) Dismiss the case after whatever counseling and advice may be appropriate; or

(iii) Impose minor sanctions directly (warning, reprimand, fine, restitution, disciplinary probation) subject to the student's right of appeal described below; or

(iv) Refer the matter to the student ((hearing)) services committee for a recommendation to the ((campus)) college president ((/district-president)) or designee as to appropriate action; or

(v) Recommend to the ((campus)) college president ((/district president)) or designee that the student be suspended. The student shall immediately be notified in writing of such recommendation and of the right to a hearing before the student ((hearing)) services committee prior to the ((campus-president/district)) college president's or designee's final decision.

(c) A student accused of violating any provision of the code of student rights and responsibilities shall be given immediate notification of any disciplinary action taken by the dean of ((students)) educational services or designated representative.

(d) No disciplinary action taken by or at the recommendation of the dean of ((students)) educational services or designated representative is final unless the student fails to exercise the right of appeal as provided for in these rules. The ((campus)) college president ((/district-president)) or designee after reviewing the case, including any statement the student may file with the ((campus)) college president ((/district-president)) or designee, shall either give written approval of the action taken by or at the recommendation of the dean of ((students)) educational services, or give written direction as to what lesser disciplinary action, if any, is to be taken.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-22-030 APPEALS. (1) Appeals contesting recommendations of disciplinary action(s) shall be taken in the following order:

(a) Disciplinary action taken by or at the recommendation of the dean of ((students)) educational services or designated representative may be appealed to the student ((hearing)) services committee;

(b) Disciplinary recommendations made by the student ((hearing)) services committee may be appealed by the student to the ((campus)) college president; ((in-the-case-of-a--recommendation--for--suspension--for--ten--days--or--less--it--may--be--appealed--to--the--campus--president;--in--the--case--of--a--recommendation--for--suspension--exceeding--ten--days--it--may--be--appealed--to--the--district--president--or--designee;))

(c) Disciplinary action taken by the ((district)) college president and resulting in suspension exceeding in duration one college quarter may be appealed by the student to the board of trustees and their decision shall be final.

(2) All appeals by a student must be made in writing to the committee, ((district)) college president or designee, or board of trustees and presented to the committee, ((campus)) college president ((district-president)) or designee, or chairman of the board of trustees within ten calendar days after the student has been notified of the action from which he has a right of appeal.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-22-040 STUDENT ((HEARING)) SERVICES COMMITTEE. (1) Composition. The college shall have a standing committee composed of ((nine)) eight members, who shall be chosen and appointed no later than October 15 of each year to serve as a standing committee until their successors are appointed. The membership of the standing committee shall consist of ((three)) two members of the administration, ((excepting-the-dean-of-students;)) chosen by the ((campus-president)) management constituency; ((three)) two faculty members chosen by the ((faculty-organization)) college faculty representation; and ((three)) two students chosen by the ASCC ((or-ASOTEE)) senate and two classified employees, chosen by the classified constituency. ((Any student entitled to a hearing before a student hearing committee shall choose, in writing, five members of the standing committee to hear and decide the appeal; provided, the student must choose at least one student, one faculty member and one member of the administration from the nine member standing committee. The balance of the student hearing committee, two members, may be chosen from the remainder of the standing committee, provided, that both shall not be from the same classification. In the event that unforeseen circumstances prevent a previously selected committee member from attending the hearing, the student must choose a replacement from among the balance of the standing committee.))

(2) Procedures for hearing.

(a) ((Five members of)) the student ((hearing)) services committee will hear, de novo, and make recommendations to the ((campus)) college president ((district-president)) or designee on all disciplinary cases appealed to the committee by the student or referred to it by the dean of ((students)) educational services or designated representative. Recommendations involving suspension will be referred to the ((campus)) college president ((district-president)) or designee.

(b) The student ((hearing)) services committee shall elect from among its ((five)) eight members a chairman for the purpose of presiding at the disciplinary hearing.

(c) Hearings generally will be held in closed session, except when a student requests that persons other than those directly involved be invited to attend. If at any time during the conduct of a hearing any person is disruptive of the proceedings, the chairman of the student ((hearing)) services committee may exclude such person from the hearing room.

(d) The student has a right to a fair and impartial hearing before the committee on any charge of violating a provision or provisions of the code of student rights and responsibilities. The student's failure to cooperate with the hearing procedures hereinafter outlined, however, shall not preclude the committee from making its

findings of fact, conclusions and recommendations as provided below. Failure by the student to cooperate may be taken into consideration by the committee in recommending to the ((campus)) college president (~~/district--president~~) or designee the appropriate disciplinary action.

(e) The student shall be given written notice of the time and place of the hearing before the committee. Said notice shall contain:

(i) A statement of the date, time, place and nature of the disciplinary proceedings;

(ii) A statement of the specific charges against the student including references to the particular sections of the code of student rights and responsibilities involved;

(iii) To the extent known, a list of witnesses who will appear and a summary description of any documentary or other physical evidence that will be presented by the college at the hearing.

(f) The student shall be entitled to hear and examine the evidence against him/her and be informed of the identity of its source; the student shall be entitled to present evidence in his/her own behalf and cross-examine witnesses testifying against him/her as to factual matters. The student shall have all authority possessed by the college to obtain information that the student specifically describes, in writing, and tenders to the dean of ((students)) educational services no later than three days prior to the hearings or to request the presence of witnesses or the production of other evidence relevant to the hearings.

(g) The student may be represented by counsel of his/her choice at the disciplinary hearings. If the student elects to choose a duly licensed attorney admitted to practice in any state in the United States as counsel, the student must tender three days notice thereof to the dean of ((students)) educational services.

(h) In all disciplinary proceedings the college may be represented by the dean of ((students)) educational services or designee; the dean of ((students)) educational services may then present the college's case against the student accused of violating the code of student rights and responsibilities: PROVIDED, That in those cases in which the student elects to be represented by a licensed attorney, the dean of ((students)) educational services may elect to have the college represented by an assistant attorney general.

(i) The proceedings of the hearing shall be recorded. A copy thereof shall be on file at the office of the dean of ((students)) educational services.

(j) The time of the hearing may be advanced by the committee at the request of the student or continued for good cause.

(3) Admissible evidence.

(a) Only those matters presented at the hearing in the presence of the accused student, will be considered in determining whether the student ((hearing)) services committee has sufficient cause to believe that the accused student is guilty of violating the rules that the student is charged with having violated.

(b) In determining whether sufficient cause, as stated in ((the preceding--paragraph)) (a) of this subsection, does exist, members of the student ((hearing)) services committee shall give probative effect to evidence which possesses probative value commonly accepted by reasonably prudent persons in the conduct of their affairs.

(c) The chairman of the student ((hearing)) services committee shall, in the course of presiding at the disciplinary hearing, give effect to the rules of privilege recognized by law and exclude incompetent, irrelevant, immaterial and unduly repetitious evidence.

(4) Interference with proceedings. Any student interfering with the proceedings of the meeting with the dean of ((students)) educational services or the formal hearing or any subsequent hearing shall be in contempt of the proceedings and may be summarily suspended from the college by the dean of ((students)) educational services or the student ((hearing)) services committee or the ((campus)) college president (~~/district--president~~) or designee, or the board of trustees at the time the interference takes place and shall be subject to suspension or any lesser sanction as may be recommended by the student

((hearing)) services committee or as may be determined by the ((campus)) college president(~~/district-president~~) or designee or the board of trustees at the time the interference takes place or within fifteen academic calendar days thereafter.

(5) Decision by the committee.

(a) Upon conclusion of the disciplinary hearing, the student ((hearing)) services committee shall consider all the evidence therein presented and decide by majority vote whether to recommend to the ((campus)) college president(~~/district-president~~) or designee the following actions:

(i) That the college terminate the proceedings and exonerate the student or students;

(ii) That the college impose minor sanctions directly, such as a warning, reprimand, fine, restitution, or disciplinary probation;

(iii) That the student be suspended from college including a recommendation of the duration of such suspension.

(b) The student shall be provided with a copy of the committee's findings of fact and conclusions regarding whether the student did violate any rule or rules of the code of student rights and responsibilities and the committee's recommendation to the ((campus)) college president(~~/district-president~~) or designee. The committee shall also advise the student in writing of the right to present, within ten calendar days, a written statement to the ((campus)) college president(~~/district-president~~) or designee appealing the recommendation of the committee.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-22-050 FINAL DECISION REGARDING DISCIPLINARY SANCTION.

(1) The ((campus)) college president(~~/district-president~~) or designee (except the dean of ((students)) educational services) shall, after reviewing the record of the case prepared by the student ((hearing)) services committee together with any statement filed by the student, include therein a written acceptance of the recommendations of the committee, or written directions as to what lesser disciplinary sanction shall be taken.

(2) If the ((campus)) college president(~~/district-president~~) or designee decides that discipline is to be imposed after the review provided by ((the-preceding-paragraph)) subsection (1) of this section, the ((campus)) college president(~~/district-president~~) or designee shall notify the student in writing of the discipline imposed.

(3) In all cases of disciplinary action, the decision of the ((campus)) college president(~~/district-president~~) or designee shall be final except for those cases involving suspension if the suspension has been appealed to the board of trustees.

AMENDATORY SECTION (Amending Order 78-9, filed 3/22/78)

WAC 132L-22-060 DISCIPLINARY SANCTIONS. The following definitions of disciplinary terms have been established and shall be the sanctions imposed upon violators of the code of student rights and responsibilities:

(1) Warning. Notice to a student, either verbally or in writing, that the student has been in violation of college rules or regulations or has otherwise failed to meet the college's standards of conduct. Such warnings will include the statement that continuation or repetition of the specific conduct involved or other misconduct will normally result in one of the more serious disciplinary actions described below.

(2) Reprimand. Formal action censuring a student for violation of the college rules or regulations or for failure to meet the college's standards of conduct. Reprimands shall be made in writing to the student by the officer or agency taking action, with copies filed in the office of the dean of ~~((students))~~ educational services. A reprimand will include the statement that continuation or repetition of the specific conduct involved or other misconduct will normally result in one of the more serious disciplinary actions described below.

~~((3))~~ ~~((Fines---The-dean-of-students--and/or--the--student--hearing-committee--may--assess--monetary--fines-up-to-a-maximum-of-twenty-five-dollars-against-individual-students-for-violation-of-college-rules-and-regulations-or-for-failure-to-meet-the-college's-standards-of-conduct-Failure-to-pay-such-fines-within-thirty-days-will-result-in-suspension-for-an-indefinite-period-of-time-as-set-ferth--in--subsection--(6)--of-this-section-provided-that-a-student-may-be-reinstated-upon-payment-of-the-fine-~~

~~((4))~~ Restitution. An individual student may be required to make restitution for damage or loss to college or other property and for injury to persons. Failure to make restitution within thirty days will result in suspension for an indefinite period of time as set forth in subsection ~~((6))~~ (5) of this section provided that a student may be reinstated upon payment.

~~((5))~~ (4) Disciplinary probation. Formal action placing conditions upon the student's continued attendance for violation of college rules or regulations or other failure to meet the college standards of conduct. The office or agency placing the student on disciplinary probation will specify, in writing, the period of probation and the conditions, such as limiting the student's participation in extra-curricular activities. Disciplinary probation warns the student that any further misconduct will automatically raise the question of suspension from the college. Disciplinary probation may be for a specified ~~((term--or--for--an--indefinite))~~ period which may extend to graduation or other termination of the student's enrollment in the college.

~~((6))~~ (5) Suspension. Temporary or indefinite dismissal from the college and termination of the student status of a student for violation of college rules or regulations or for failure to meet the college standards of conduct. The notification suspending a student will indicate, in writing, the term of the suspension and any special conditions which must be met before readmission.

Refund of fees for the quarter in which disciplinary action is taken shall be in accord with the college's refund policy.

Students suspended on the basis of conduct which disrupted the orderly operation of the campus or any facility of the district, may be denied access to all or any part of the campus or other facility.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-22-070 READMISSION AFTER SUSPENSION. Any student suspended from the college for disciplinary reasons may be readmitted upon expiration of the time period for which the suspension was issued. If the student has been suspended for an indefinite period, or feels that circumstances warrant reconsideration of the temporary suspension prior to its expiration, the student may be readmitted following approval of a written petition submitted to the dean of ~~((students))~~ educational services. Such petitions must state reasons which support a reconsideration of the matter. Before readmission may be granted, such petitions must be reviewed and approved by the ~~((campus))~~ college president ~~((/district-president))~~ or designee, or by the board of trustees in those cases in which it made the final disciplinary action decision.

Chapter 132L-20 WAC

CENTRALIA COLLEGE
STUDENT RIGHTS AND RESPONSIBILITIES

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-010 PREAMBLE. Centralia College (~~(and-Olympia-Technical--Community--College--are)~~) is dedicated (~~((not-only))~~) to learning and the advancement of knowledge (~~((but))~~) and also to the development of ethically sensitive and responsible persons. It seeks to achieve these goals through a sound educational program and policies concerning conduct that encourage independence and maturity while strengthening the spirit of mutual cooperation and responsibility shared by all members of the college community. Sharing goals held in common, the students, faculty, and staff of Centralia College (~~(and-Olympia-Technical--Community--College)~~) are joined in voluntary association in an educational community.

The student is, first of all, a member of the community at large, and as such, is entitled to the rights and responsibilities of any citizen of comparable age and maturity. In addition, students, as members of the college community are in the unique position of being citizens of two communities, subject to the regulations imposed by both and accountable to both.

Centralia College (~~(and--Olympia--Technical--Community--College expect-that-students-will-respect-the-laws-of-the-greater-society))~~) as a tax supported institution is committed to compliance with state and federal laws. As an institution of higher education, the college is committed to providing an orderly environment that is conducive to student learning. Individual students and registered student organizations may take positions on issues; at the same time it should be made clear that public expression from students and student organizations speak only for themselves and not for Centralia College, nor the board of trustees, nor the staff of Community College District 12. As an agency of the state of Washington, the college must respect and adhere to the regulations established by local, state, and federal authorities. As an educational institution, it has the added responsibility for assisting students in gaining an understanding of the law and its function, and the responsibilities imposed upon each individual in a democratic society to respect and support the legal structure which protects the individual and the society. As a functioning organization, it also has the responsibility to develop a set of regulations to assure the orderly conduct of the affairs of the college.

Admission to the college carries with it the expectation that students will:

- (1) Conduct themselves as responsible members of the college community(~~(,--that-they-will))~~;
- (2) Comply with the rules and regulations of the college(~~(?)~~);
- (3) Maintain high standards of integrity and honesty(~~(?)~~);
- (4) Respect the rights, privileges and property of other members of the college community; and
- (~~((will))~~) (5) Not interfere with legitimate college affairs.

An atmosphere of learning and self-development is created by appropriate conditions in the college community. The rights and responsibilities in this document are critical ingredients in the free, creative, and spirited educational environment to which the students, faculty, and staff of Centralia College (~~(and-Olympia-Technical--Community--College)~~) are committed.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-020 DEFINITIONS. As used in this code of student rights and responsibilities the following words and phrases shall mean:

(1) "ASCC ~~((or-ASCFEE))~~ senate" means the representative governing body for students at Centralia College ~~((or-Olympia-Technical-Community-College))~~ recognized by the board of trustees.

(2) "Assembly" means any overt activity engaged in by two or more persons, the object of which is to gain publicity, advocate a view, petition for a cause or disseminate information to any person, persons or group of persons.

(3) "Board" means the board of trustees of Community College District 12, state of Washington.

(4) "~~((Campus))~~ President" means the duly appointed chief executive officer of Centralia College ~~((or-Olympia-Technical-Community-College))~~, Community College District 12, state of Washington, or in his/her absence, the acting chief executive officer.

(5) "College" means Centralia College ~~((or-Olympia-Technical-Community-College))~~ located within Community College District 12, state of Washington.

(6) "College facilities" means ~~((and-includes-any-or-all-real-and-personal-property-owned-or-operated-by-the-college-and--shall--include all--buildings-and-appurtenances-affixed-thereon-or-attached-thereto))~~ buildings and grounds owned, operated, controlled, or supervised by the college.

(7) "College personnel" refers to any person employed by Community College District 12 ~~((on-a-full-time-or-part-time-basis,--except those-who-are-faculty-members))~~.

(8) "Disciplinary action" means and includes ~~((suspension))~~ expulsion or any lesser sanction of any student by the dean of ~~((students))~~ educational services, the student ~~((hearing))~~ services committee, ~~((campus))~~ college president ~~((/district-president))~~, or the board of trustees for the violation of any of the provisions of the code of student rights and responsibilities for which such sanctions may be imposed. The college president or designee shall have the authority to suspend any student of the college.

~~((a)-The-campus-president-or-designee-shall-have--the--authority to-take-any-disciplinary-action-including-the-authority-to-suspend-any student--of-the-college-for-a-period-not-to-exceed-ten-academic-calendar-days-~~

~~(b)-The-district-president-or-designee-shall-have--the--authority to-take-any-disciplinary-action-including-the-authority-to-suspend-any student-of-the-college-))~~

(9) "District" means Community College District 12, state of Washington.

(10) ~~((District-president--means-the-duly-appointed-chief-executive-officer-of-Community-College-District-12,-state-of-Washington,-or-in-his/her-absence,-the-acting-chief-executive-officer-~~

~~((+)))~~ "Faculty member (s)" means any employee of Centralia College ~~((or--Olympia-Technical-Community-College))~~ who is employed on a full-time or part-time basis as a teacher, counselor, librarian or other position for which the training, experience, and responsibilities are comparable as determined by the appointing authority, except administrative appointments.

~~((+2))~~ (11) "Recognized student organization" means and includes any group or organization composed of students which is formally recognized by the ~~((student-government-of-the-college))~~ ASCC senate.

~~((+3))~~ (12) A "sponsored event or activity" means any activity that is scheduled by the college and is supervised and controlled by the college's ~~((faculty-members-or-college))~~ personnel. Such "sponsorship" shall continue only as long as the event is supervised and controlled by the college ~~((faculty-member--or--college))~~ personnel. When the sponsored event or activity is of a prolonged nature, and free time periods are permitted to the students participating in the

event, any activity taking place during such a free time period outside of the supervision and control of the college's ~~((faculty--member or--college))~~ personnel responsible for the event or activity shall be deemed to be a nonsponsored activity.

~~((+14))~~ (13) "Student ~~((7))~~" ~~((unless--otherwise--qualified,))~~ means ~~((and--includes))~~ any person who is ~~((enrolled--for--classes--or--formally--in--the--process--of--applying--for--admission--to--the--college))~~ or has been officially registered at the college and with respect to whom the college maintains education records or personally identifiable information.

AMENDATORY SECTION (Amending Order 71-11, filed 2/17/71)

WAC 132L-20-030 JURISDICTION. (1) All rules herein adopted shall apply to every student whenever said student is present upon or in any college facility and whenever said student is present at or engaged in any college sponsored activity or function which is held on or in noncollege facilities ~~((not--open--to--attendance--by--the--general--public))~~.

(2) Faculty members, other college employees, and members of the public who breach or aid or abet another in the breach of any provision of this chapter shall be subject to possible prosecution under the state criminal trespass law and/or ~~((any--other--possible--civil--or--criminal--remedies--available--to--the--public--and/or))~~ appropriate disciplinary action pursuant to the state of Washington higher education personnel board rules or the district's tenure rules and regulations.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-040 AUTHORITY TO PROHIBIT TRESPASS. (1) The ~~((campus))~~ college president, dean of educational services, or other designated person, is authorized in the instance of any event that the ~~((campus))~~ college president deems impedes the movement of persons or vehicles or which the ~~((campus))~~ college president deems to disrupt or threatens to disrupt the ~~((ingress--and/or--egress))~~ access of persons ~~((from))~~ within college facilities ~~((,--and--the--campus--president--acting--through--the--dean--of--students,--or--such--other--designated--person--shall--have--authority--and--power))~~ to:

(a) Prohibit the entry of, withdraw the license or privilege of a person or persons or any group of persons to enter onto or remain upon any portion of a college facility; or

(b) Give notice against trespass to any person, persons, or group of persons against whom the license or privilege has been withdrawn or who have been prohibited from entering onto or remaining upon all or any portion of a college facility; or

(c) Order any person, persons or group of persons to leave or vacate all or any portion of a college facility.

(2) Any student who shall disobey a lawful order given by the ~~((campus))~~ college president or designee pursuant to the requirements of subsection (1) of this ~~((rule))~~ section shall be subject to disciplinary action.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-050 RIGHT TO DEMAND IDENTIFICATION. ~~((1))~~ For the purpose of determining identity of a person as a student ~~((any faculty member or other))~~, college personnel ~~((authorized by the campus president))~~ may demand that any person on college facilities produce evidence of student enrollment ~~((at the college; --Tender of--the--student identification card will satisfy this requirement))~~.

~~((2) --Refusal by a student to produce identification as required shall subject the student to disciplinary action--))~~

AMENDATORY SECTION (Amending Resclution No. 80-9, filed 3/7/80)

WAC 132L-20-060 FREEDOM OF ~~((ACCESS--TO--HIGHER---EDUCATION))~~ EXPRESSION. ~~((Students--are--free--to--pursue--their--educational--goals; appropriate--opportunities--for--learning--in--the--classroom--and--on--the--campus--shall--be--provided--by--the--district;--The--college--shall--maintain--an--open--door--policy;--to--the--end--that--no--students--will--be--denied--admission--because--of--the--location--of--the--student's--residence;--or--because--of--the--student's--educational--background--or--ability;--that;--insofar--as--is--practical--in--the--judgment--of--the--board;--curriculum--offerings--shall--be--provided--to--meet--the--educational--and--training--needs--of--the--community--generally--and--the--students--thereof;--and--that--all--students;--regardless--of--their--differing--courses--of--study;--will--be--considered;--known--and--recognized--equally--as--members--of--the--student--body;--PROVIDED;--That--the--administrative--officers--of--the--college--may--deny--admission--to--a--prospective--student--or--attendance--to--an--enrolled--student--if;--in--their--judgment;--the--student--would--not--be--competent--to--profit--from--the--curriculum--offerings--of--the--community--college;--or--would;--by--the--student's--presence--or--conduct;--create--a--disruptive--atmosphere--within--the--community--college--inconsistent--with--the--purposes--of--the--institution.))~~ Fundamental to the democratic process are the rights of free speech and peaceful assembly. Students and other members of the college community shall always be free to express their views or support causes by orderly means which do not disrupt the regular and essential operation of the college.

While the college supports the rights of students and other members of the college community, the college recognizes the responsibility to maintain an atmosphere on campus conducive to a sound educational endeavor.

To insure the reconciliation of such rights and responsibilities, while respecting the private rights of all individuals, campus demonstrations may be conducted only in areas which are generally available to the public provided such demonstrations are conducted in an orderly manner, do not interfere with vehicular or pedestrian traffic, do not interfere with processes of the college and are not held in or on facilities where college functions are in progress.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-070 FREEDOM OF ~~((EXPRESSION))~~ ASSOCIATION AND ORGANIZATION. ~~((Fundamental--to--the--democratic--process--are--the--rights--of--free--speech--and--peaceful--assembly;--Students--and--other--members--of--the--college--community--shall--always--be--free--to--express--their--views--or--support--causes--by--orderly--means--which--do--not--disrupt--the--regular--and--essential--operation--of--the--college;--~~

Concomitantly,--while-supporting-the-rights-of-students-and-other members-of-the-college-community,-the-college-recognizes-the-responsibility-to-maintain-an-atmosphere-on-campus-conducive-to-a-sound-educational-endeavor.

To-insure-the-reconciliation-of-such-rights-and-responsibilities, while-respecting-the-private-rights-of-all-individuals,-campus--demonstrations-may-be-conducted-only-in-areas-which-are-generally-available-to-the-public-provided-such-demonstrations-are-conducted-in-an-orderly manner,-do-not-interfere-with-vehicular-or-pedestrian-traffic,-do-not interfere-with-processes-of-the-college-and-are-not-held-in-or-on facilities--where--college-functions-are-in-progress-)) Students bring to the campus a variety of interests previously acquired and develop many new interests as members of the college community. They are free to organize and join associations to promote any legal purpose.

Student organizations must be granted a charter by the ASCC senate before they may be officially recognized. Prior to becoming chartered, a student organization must submit to the ASCC senate a statement of purpose, criteria for membership, a statement of operating rules or procedures, and the name of college personnel who has agreed to serve as advisor. All student organizations must also submit to the ASCC senate a list of officers and keep that list updated when changes occur. In order to qualify for issuance of a charter, a student organization must be open to all students without respect to race, sex, creed, or national origin. Affiliation with a noncampus organization shall not be grounds for denial of charter provided that other conditions for charter issuance have been met.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-080 ((FREEDOM-OF-ASSOCIATION-AND-ORGANIZATION)) STUDENT PARTICIPATION IN COLLEGE GOVERNANCE. ((Students bring to the campus a variety of interests previously acquired and develop many new interests as members of the college community.--They are free to organize and join associations to promote any legal purpose, whether it be religious, political, educational, recreational, or social.

Student organizations must be granted a charter--by--the--college student government before they may be officially recognized.--Prior to becoming--chartered, a student organization must submit to the student government a statement of purpose, criteria for membership,--a--statement--of--operating--rules--or--procedures, and the name of a faculty member who has agreed to serve--as--advisor.--All--student--organizations must also submit to the student government a list of officers and keep that--list--updated when changes occur.--In order to qualify for issuance of a charter, a student organization must be open to all students without respect to race, sex, creed, or national--origin,--except--for religious--qualification--which may be required by organizations whose aims are primarily sectarian, or for other--reasonable--justifications which--are--directly--related--to--the--purposes--of--the--organization. Affiliation with a noncampus organization shall--not--be--grounds--for denial--of--charter provided that other conditions for charter issuance have been met:)) As members of the college community, students will be free, individually and collectively, to express their views on college policy, and on matters of general interest to the student body. The ASCC constitution and the college's administrative procedures provide clear channels for student participation in the formulation and application of institutional policies regarding academic and student affairs. Individuals affected by a policy shall have a representative voice in the formulation of that policy.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-090 STUDENT ((PARTICIPATION-IN-COLLEGE-GOVERNANCE)) RECORDS. ((As members of the college community, students will be free, individually and collectively, to express their views on college policy, and on matters of general interest to the student body. The ASCE or ASOCE constitution and the college's administrative procedures provide clear channels for student participation in the formulation and application of institutional policies regarding academic and student affairs. Individuals affected by a policy shall have a representative voice in the formulation of that policy.)) In compliance with the Family Educational Rights and Privacy Act, this policy has been created to insure continued confidentiality of student records at the college and govern the release of personally identifiable information contained within.

(1) Education records. Education records are defined as those records, files, and documents containing information directly pertaining to a student. At Centralia College these are:

(a) Records pertaining to admission, advisement, registration, grading, and progress to a degree that are maintained by the registrar.

(b) Testing information used for advisement purposes by the counseling center.

(c) Information concerning payment of fees as maintained by the cashier.

(d) Financial aid information as collected by the financial aid office.

(e) Information regarding students participating in student government or athletics that is maintained by the student programs office or the athletics office.

(2) Access to education records. Students who are or have attended the college have the right to examine or review their personal records, as defined above, by submitting to the registrar a written request indicating education records to which access is desired. (Charges for reproduced copies of education records are found in the current catalog.) Disclosure to others is subject to applicable state and federal laws. 20 U.S.C. Sec. 1232q; 45 CFR part 99; chapter 42.17 RCW.

(3) Challenge of education records. Students who believe that information contained in their education records is inaccurate, misleading or violates the privacy or other rights of the student may request in writing to the appropriate college official that the college amend their record(s). The college official(s) will make every effort to settle disputes through informal meetings and discussion with the student.

In instances where disputes regarding contents of education records cannot be resolved by the parties concerned, the college official involved shall advise the student of the right to a hearing by the student services committee through a written request to the registrar. Should the student services committee deem that the education records in question are inaccurate or misleading, the committee can ask that the records be amended by the appropriate college official. If the education records are held to be accurate, the student shall be granted the opportunity to place within those records a personal statement commenting upon the information contained within.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-100 STUDENT ((RECORDS)) PUBLICATIONS. ((In compliance with the Family Educational Rights and Privacy Act, this policy has been created to insure continued confidentiality of student records at the college and govern the release of personally identifiable information contained within.

(1) Education records. Education records are defined as those records, files, and documents containing information directly pertaining to a student. At Centralia College and Olympia Technical Community College these are:

(a) Records pertaining to admission, advisement, registration, grading, and progress to a degree that are maintained by the registrar.

(b) Testing information used for advisement purposes by the counseling center.

(c) Information concerning payment of fees as maintained by the treasurer.

(d) Financial aid information as collected by the financial aid officer.

(e) Information regarding students participating in student government or athletics that is maintained by the student programs office.

(2) Access to education records. Students who are or have attended the college have the right to examine or review their personal records, as defined above, by submitting to the registrar a written request indicating education records to which access is desired.

Charges for reproduced copies of education records are found in the current catalog.

(3) Directory information. The following information is considered "directory information" and thus may be disclosed without consent of the student, unless otherwise directed by the student, at any time, to the registrar in writing: The student's name, address, telephone number, date and place of birth, major field of study, eligibility for and participation in officially recognized activities, organizations, and sports, weight and height of members of athletic teams, dates of attendance, honor roll, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

(4) Disclosures from education records. In addition to directory information the college will, at its discretion, make disclosures from education records of students with the student's prior written consent or to the following listed parties:

(a) College officials including college administrative and clerical staff, faculty, and students where officially elected or appointed to the ASCC or ASOTCC senate or employed by the college. Access or release of records to the above is permissible only when the information is required for advisement, counseling, record keeping, reporting, or other legitimate educational interest consonant with their specific duties and responsibilities.

(b) To officials of another school in which the student seeks or intends to enroll.

(c) To authorized federal, state, or local officials as required by law.

(d) In connection with financial aid for which the student has applied or received.

(e) To accrediting organization, or organizations conducting studies for or on behalf of the institution.

(f) To appropriate parties in a health or safety emergency.

(g) To parents of a dependent student, as defined in section 152 of the Internal Revenue Code of 1954, upon receipt of a written affidavit stating that the student is a dependent for income tax purposes. This, however, will not affect the other rights of the student.

In cases where consent of the student is required for release of education records, the student shall in writing, signed and dated by the student, specify: The records to be disclosed, the purpose or purposes of the disclosure, and the name of the party or parties to whom the disclosure can be made.

When personally identifiable information is released without prior consent of the student, other than directory information and information released to college officials or the student, the college

official-in-charge-of-these-records-will-record-the-names-of-the-parties-who-have-requested-information-from-educational-records--and--the-nature-of-the-interest-in-that-information.

Education--records-released-to-third-parties-shall-be-accompanied-by-a-statement-indicating-that-the-information-cannot-be--subsequently-released--in--a--personally-identifiable-form-to-other-parties-without-obtaining-the-consent-of-the-student.--The-college--is--not--precluded-from-permitting-third-party-disclosures-to-other-parties-listed-in-(a) through-(g)-of-this-section.

(5)--Challenge--of--education-records.--Students-who-believe-that-information-contained-in-their-education-records-is--inaccurate,--misleading--or--violates--the--privacy-of-other-rights-of-the-student-may-request-in-writing-to-the-appropriate-college-official-that--the--college--amend--their-record(s).--The-college-official(s)-will-make-every-effort-to-settle-disputes-through--informal--meetings--and--discussion-with-the-student.

In--instances--where--disputes--regarding--contents--of-education-records-cannot-be-resolved-by-the-parties-concerned,--the-college-official-involved-shall-advise-the-student-of-the-right-to--a--hearing--by-the-academic-standards-committee-through-a-written-request-to-the-registrar.--Should--the-academic-standards-committee-deem-that-the-education-records-in-question-are-inaccurate-or-misleading,--the--committee-can--ask--that-the-records-be-amended-by-the-appropriate-college-official.--If-the-education-records-are-held-to-be-accurate,--the--student-shall--be-granted-the-opportunity-to-place-within-these-records-a-personal-statement-commenting-upon-the-information-contained-within.

Each-eligible-student-is-afforded-the-right-to-file--a--complaint-concerning-alleged-failures-by-the-college-to-comply-with-the-requirements--of--the--act.--The-address-of-the-office-designated-to-investigate,--process,--and-review-violations-and-complaints--which--are--filed-is:

The-Family-Educational-Rights-and
--Privacy-Act-Office-(FERPA)
Department-of-Health, Education,
--and-Welfare
330-Independence-Avenue, S.W.
Washington, D.C.--20204

Copies-of-the-Federal-Register-pertaining-to-the-Family-Education-Rights-and-Privacy-Act-may-be-obtained-from:

Superintendent-of-Documents
U.S.-Government-Printing-Office
Washington, D.C.--20402)

The college recognizes the fact that student publications are a valuable aid in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. They are a means of bringing student concerns to the attention of the faculty and institutional authorities and of formulating opinion on various issues on the campus and in the college community at large. They may serve as a means of journalistic and/or creative expression.

The college, as the publisher of student publications, must bear the legal responsibility for the contents of the publications. For this reason it has approved a student publications policy and has created a publications board charged with the enforcement of that policy. The board should be composed of two faculty, three students, and the director of student programs.

The student publications policy protects the students' freedom to deal with any ideas and to express any opinions in the student publications without fear of their censorship. Editors and managers of student publications are protected from arbitrary suspension and removal. Only for proper and stated causes, as outlined in the statement of purpose or philosophy adopted for each student publication, should editors and managers be subject to removal and then by orderly and prescribed procedures.

At the same time, the student publications policy has charged the student editors and managers with corollary responsibilities to be governed by the canons of responsible journalism, including the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-110 ((~~STUDENT PUBLICATIONS~~)) DISTRIBUTION AND POSTING OF MATERIALS. ((~~The college recognizes the fact that student publications are a valuable aid in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. They are a means of bringing student concerns to the attention of the faculty and institutional authorities and of formulating opinion on various issues on the campus and in the college community at large. They may serve as a means of journalistic and/or creative expression.~~)

~~The college, as the publisher of student publications, must bear the legal responsibility for the contents of the publications. For this reason it has approved a student publications policy and created a student publications board charged with the enforcement of that policy.~~

~~The student publications policy protects the students' freedom to deal with any ideas and to express any opinions in the student publications without fear of their censorship. Editors and managers of student publications are protected from arbitrary suspension and removal. Only for proper and stated causes, as outlined in the statement of purpose or philosophy adopted for each student publication, should editors and managers be subject to removal and then by orderly and prescribed procedures.~~

~~At the same time, the student publications policy has charged the student editors and managers with corollary responsibilities to be governed by the canons of responsible journalism, including the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo.)~~ (1) Definition: Literature, as the term is used in this section, refers to any handbill, newspaper, pamphlet, circular, placard, poster, booklet or book, which is machine printed, typed, duplicated or handwritten or printed on paper, card, cloth or other material and is handed out, placed in areas for easy pickup, placed on tables, or is displayed by posting on bulletin boards, walls, or windows.

(2) Definition: Symbolic insignia, as the term is used in this section, refers to any button, badge, arm band, article of clothing, or other insignia of symbolic expression that may be worn or displayed by a person to symbolize commitment to or belief in any legal cause, idea, or philosophy.

(3) Students shall be allowed to distribute and display literature and to exhibit symbolic insignia subject to the following specific limitations:

(a) Literature may not be distributed or displayed or exhibited which has symbolic insignia that: Is obscene according to current legal definition; is libelous or slanderous according to current legal definition; incites students so as to create a clear and present danger of the imminent commission of unlawful acts or of the substantial disruption of the orderly operations of the school; expresses or advocates racial, ethnic, or religious prejudice as to create a clear and present danger of imminent commission of unlawful acts on college premises or of the violation of lawful college regulations or of the substantial disruption of the orderly operation of the college; is distributed in violation of the time, place, and manner requirements.

(b) Distribution of literature on campus shall be from the tables in the Commons area unless special permission is obtained from the

student programs office for other types of distribution. The following kinds of literature may not be distributed or displayed without the consent of the director of student programs: Literature advertising off-campus activities sponsored by an individual or group not connected with the college; literature for which there is a charge of donation required or requested, either explicitly or implicitly; literature whose legality is in question. No literature may be displayed or distributed which solicits funds except with the approval of the student programs office.

(c) Literature which is not in conflict with the above stipulations may be posted and otherwise displayed throughout the college. No literature may be posted in such a way that would damage college property. When in doubt, the student should contact the student programs office.

(d) Literature which does not conform to the above stipulations and/or is improperly posted will be taken down. Repeated violations of college policy may result in disciplinary action.

(4) Students have a right to expect that literature which conforms to the standards set forth in this section and which is properly displayed will be exhibited for a reasonable length of time. Any person who removes acceptable literature, properly posted, is violating the originator's freedom of speech and will be dealt with accordingly.

(5) Handbills, leaflets, newspapers, and similarly related materials may be distributed in college facilities at locations specifically designated by the director of student programs, provided such distribution does not interfere with the ingress or egress of persons or interfere with the free flow of vehicular traffic. Such literature must bear the name of the organization or individual who publishes, sponsors, or distributes them.

(6) All nonstudents shall register and receive approval from the director of student programs prior to any distribution or posting of handbills, leaflets, newspapers, and similarly related materials on college facilities.

(7) Permission for posting of materials on campus shall be obtained from the director of student programs for restricted bulletin boards in the student center, hallways, and outside of college facilities. Notices may not exceed 8-1/2 inches by 11 inches unless otherwise approved by the director of student programs.

(8) Such notices must bear the name of the organization or individual who publishes, sponsors, or distributes them. ASCC campaign rules govern special poster and sign locations for ASCC elections. Information on these special policies and regulations is available in the ASCC office.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-120 ((~~DISTRIBUTION AND POSTING OF MATERIALS~~)) VISITORS TO THE COLLEGE. ((~~The college encourages free expression. Use of college facilities as provided herein, however, does not accord users immunity from legal action.~~

~~Permission for posting of literature in the various restricted areas provided therefore, shall be obtained from the following college officials:~~

~~(1) The director of student programs for posting on the restricted posting areas of the student center and those areas located on the campus outside of college buildings.~~

~~(2) Deans and directors for posting on the restricted posting areas provided in the appropriate college facility.~~

~~ASCC or ASOTEC campaign rules govern special poster and sign locations for ASCC or ASOTEC elections. Information on these special policies and regulations is available in the ASCC or ASOTEC office.~~

~~Posting of posters, signs, and other publicity or promotional materials is permitted only in the locations specified above. All~~

material sought to be posted in restricted posting areas must have the identity of its sponsorship appearing on its face.

The dissemination or distribution of materials by persons on the public streets, walks and ways of the campus, shall be subject to the laws of the cities of Centralia and Olympia, Lewis and Thurston counties, state of Washington and the United States.

Permission for the dissemination or distribution of materials in other areas of the college campus, buildings and facilities shall be obtained from the director of student programs. Persons distributing materials without permission shall be subject to the provisions of the code of student rights and responsibilities. Members of the community are always welcome to visit the campus and use its facilities providing their presence on campus in no way interferes with, distracts from, or encourages students to neglect the educational functions for which the college has been established.

Persons who are neither students nor employees of the college while on college property, are required to abide by pertinent law as well as college policies and regulations.

All persons on college property may be required to identify themselves upon the request of a college official acting in an official capacity.

A visitor may be removed from the college for making undue noise which adversely affects the instructional program and/or other routine operations of the college; presenting an appearance and/or actions which are offensive to students or college personnel to the extent that their rights are interfered with; advocating that a civil law and/or policy of the district be violated; breaking any law; or disturbing public meetings, classes, or other college activities.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-140 USE OF COLLEGE FACILITIES. Any recognized ASCC (~~(or ASCTE)~~) organization may request approval from the director of student programs to utilize available college facilities for authorized activities as provided for in official ASCC (~~(or ASCTE)~~) documents. Facilities will be provided free of charge to the organization except when such use necessitates staffing and services beyond regular college requirements. Standard college fees will be charged in these cases.

Use of facilities for purposes other than those approved or in an irresponsible manner may result in withdrawal of this privilege for an organization.

Student organizations should schedule facility use requests with the director of student programs at least three academic calendar days in advance of an event whenever possible.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-150 NONCOLLEGE SPEAKER POLICY. The trustees, the administration, and the faculty of the college subscribe to the proposition that an important aspect of the education of college students is the opportunity to listen to speakers representing a wide variety of opinions and beliefs on important public issues. In conformity with the American tradition of free speech and free inquiry, the following policies are established governing the appearance on campus of speakers not themselves members of the college community:

(1) Any recognized ASCC (~~(or ASCTE)~~) student organization with the written sanction of its advisor, may ask individuals to speak on

campus subject to normal restraints imposed by considerations of common decency and the state law.

(2) The appearance of a speaker on the campus does not involve an endorsement, either implicit or explicit, of the speaker's views by the college, its students, its faculty, its administration or its board of trustees.

(3) ~~((The scheduling of facilities for hearing invited speakers shall be made through the office of the director of student programs-~~

~~(4))~~ The director of student programs or designee will be notified at least three academic calendar days prior to the appearance of an invited speaker, at which time a form (available in the student programs office) must be completed with such particulars as name of speaker, speech or discussion topic, time of appearance(s) and sponsoring organization. The form must bear the signature of the sponsoring organization's advisor. Exceptions to the three day ruling may be made by the director of student programs ~~((with the approval of the dean of students))~~.

~~((5))~~ (4) The dean of ~~((students))~~ educational services may require views other than those of the invited speaker to be presented at the meeting, or at a subsequent meeting. The ~~((campus-president))~~ dean of educational services may assign a ~~((faculty-member))~~ college employee to preside over any meeting where a speaker has been invited.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-160 VIOLATIONS. Any student shall be subject to immediate disciplinary action provided for in code procedures and summary suspension rules who, either as a principal actor or aider or abettor;

(1) Materially and substantially interferes with the personal rights or privileges of others or the educational process of the college;

(2) Violates any provision of the code of student rights and responsibilities;

(3) Commits any of the following acts which are hereby prohibited:

(a) All forms of dishonesty including cheating, plagiarism, knowingly furnishing false information to the college, and forgery, alteration or use of college documents or instruments of identification with intent to defraud.

(b) Failure to comply with lawful directions of ~~((faculty, administrators and other regularly employed))~~ college personnel acting in performance of their lawful duties.

(c) Conduct which intentionally and substantially obstructs or disrupts freedom of movement, teaching, research, administration, disciplinary proceedings or other lawful activities on the college campus.

(d) Physical and/or verbal abuse of any person or conduct which is intended unlawfully to threaten imminent bodily harm or to endanger the health or safety of any person on college-owned or controlled property or at college-sponsored or supervised functions.

(e) Malicious damage to or malicious misuse of college property, or the property of any person where such property is located on the college campus.

(f) Refusal to comply with any lawful order to leave the college campus or any portion thereof.

(g) Possession or use of firearms, explosives, dangerous chemicals or other dangerous weapons or instrumentalities (as defined in RCW 9.41.010(3) and 9.41.250) on the college campus, except for authorized college purposes; unless prior written approval has been obtained from the dean of ~~((students))~~ educational services, or any other person designated by the ~~((campus))~~ college president.

(h) Intentionally inciting others to engage immediately in any of the conduct prohibited herein, which incitement leads directly to such conduct. (Inciting is that advocacy which prepares the group addressed for imminent action and steers it to the conduct prohibited herein.)

(i) Possessing, consuming or furnishing of alcoholic beverages on college-owned or controlled property or at college-sponsored or supervised functions where prohibited by law.

(j) Disorderly conduct, including disorderly conduct resulting from drunkenness.

(k) Engaging in lewd, indecent, or obscene behavior on college-owned or controlled property or at college-sponsored or supervised functions.

(l) Using, possessing, furnishing, or selling any narcotic or dangerous drug as those terms are used in Washington statutes, except when the use or possession of a drug is specifically prescribed as medication by an authorized medical doctor or dentist.

(m) Falsely setting off or otherwise tampering with any emergency safety equipment, alarm, or other device established for the safety of individuals and/or college facilities.

(n) Theft or conversion of college property or private property.

(o) Entering any administrative office or any locked or otherwise closed college facility in any manner, at any time, without permission of the college employee or agent in charge thereof.

(p) Using, possessing, furnishing, or selling college supplies or equipment without official approval.

(q) Otherwise violates college policy, rules, or local, state, and federal laws.

AMENDATORY SECTION (Amending Resolution No. 80-9, filed 3/7/80)

WAC 132L-20-170 EMERGENCY PROCEDURES. In the event of activities which interfere with the orderly operation of the college as defined in WAC ((132L-20-070)) 132L-20-060 Freedom of expression, the dean of ((students)) educational services or the ((campus)) college president or their designees shall determine the course of action which appears to offer the best possibility for resolution of the problem. The emergency procedures outlined below will be followed if deemed essential:

(1) Inform those involved in such activities that they are in violation of college and/or civil regulations.

(2) Inform them that they should cease and desist. Indicate an area on campus where they are able to conduct their activities without interfering with the operation of the college, if such an area is available.

(3) If they do not respond within a reasonable time, call the civil authorities.

(4) Take the necessary steps to insure campus emergency procedures are followed (notify appropriate dean or administrator and submit a completed "Emergency Information Form").