

filed 10/11/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. Later promulgation, see WAC 132S-30-013.

- 132S-190-050 Extended day duty assignments. [Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 78-10-018 (Order 78-1, Resolution 78-1), § 132S-190-050, filed 9/14/78.] Repealed by 82-21-012 (Order 82-1), filed 10/11/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. Later promulgation, see WAC 132S-30-014.
- 132S-190-060 Split shift—Librarians and guidance counselors. [Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 78-10-018 (Order 78-1, Resolution 78-1), § 132S-190-060, filed 9/14/78.] Repealed by 82-21-012 (Order 82-1), filed 10/11/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. Later promulgation, see WAC 132S-30-015.

**WAC 132S-190-010 through 132S-190-060 Repealed.** See Disposition Table at beginning of this chapter.

#### Chapter 132S-195 WAC

#### TUITION AND FEE WAIVERS FOR FULL-TIME EMPLOYEES

WAC

132S-195-010 Repealed.

#### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 132S-195-010 Tuition and fee waivers for full-time employees. [Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 79-10-065 (Order 79-3, Resolution 79-3), § 132S-195-010, filed 9/18/79.] Repealed by 82-21-012 (Order 82-1), filed 10/11/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.

**WAC 132S-195-010 Repealed.** See Disposition Table at beginning of this chapter.

#### Chapter 132S-197 WAC

#### TUITION AND FEE WAIVER FOR DISPLACED HOMEMAKERS

WAC

132S-197-010 through 132S-197-012 Repealed.

#### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 132S-197-010 Authority to waive tuition and fees for displaced homemakers. [Statutory Authority: 1979 ex.s. c 262. 80-03-014 (Order 80-2, Resolution 80-2), § 132S-197-010, filed 2/13/80.] Repealed by 82-21-012 (Order 82-1), filed 10/11/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132S-197-012 Definition of displaced homemakers. [Statutory Authority: 1979 ex.s. c 262. 80-03-014 (Order 80-2, Resolution 80-2), § 132S-197-012, filed 2/13/80.] Repealed by 82-21-012 (Order 82-1), filed 10/11/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.

**WAC 132S-197-010 through 132S-197-012 Repealed.** See Disposition Table at beginning of this chapter.

#### Title 132T WAC

#### COMMUNITY COLLEGES--WALLA WALLA COMMUNITY COLLEGE

#### Chapters

- 132T-05 Faculty qualifications.  
 132T-06 Tenure regulations.  
 132T-08 Civil service rules.  
 132T-20 Rules of conduct and procedures of enforcement.  
 132T-24 Summary suspension procedures.  
 132T-104 Constitution and bylaws of the associated students of Walla Walla Community College.  
 132T-128 Reduction in force for classified personnel.  
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#### Chapter 132T-05 WAC

#### FACULTY QUALIFICATIONS

WAC

- 132T-05-020 General standards of qualifications for community college personnel.  
 132T-05-030 Additional qualifications in areas of specialization.  
 132T-05-040 Maintaining and improving occupational and teaching competencies for vocational administrators, instructors and counselors.  
 132T-05-050 Types of vocational education certificates.  
 132T-05-060 Definition of professional improvement units.  
 132T-05-070 Safety and occupational health practices standards.

**WAC 132T-05-020 General standards of qualifications for community college personnel.** Prior to employment of candidates to perform professional services in Washington State Community College District No. 20, the district board of trustees shall establish that the candidate possesses:

- (1) Scholarship or technical skill that represents appropriate study or training in the proposed area of assignment,
- (2) Expertise as a practitioner as evidenced by reports of former associates and supervisors,
- (3) A demonstrable understanding and acceptance of the role to be played as a partner in an educational enterprise serving the best interests of the students,
- (4) A demonstrable understanding and acceptance of the mission and character of the community college,
- (5) The ability to perform his assigned duties in a manner consistent with the goals of the institution and the community college system, and
- (6) Personal characteristics that contribute to his ability to promote the welfare of the students, the institution, and the State of Washington. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-011 (Resolution No. 82-5), § 132T-05-020, filed 3/8/82. Order 74-2, § 132T-05-020, filed 6/4/74; Order 71-5, § 132T-05-020, filed 1/27/71.]

**WAC 132T-05-030 Additional qualifications in areas of specialization.** In addition to the general standards required by WAC 132T-05-020, the district board of

trustees shall establish that candidates for appointment meet or exceed the following standards in their areas of specialization:

(1) Professional personnel performing services for which advanced degrees are normally available shall hold the equivalent of a master's degree in the field of their educational service from an accredited college or university or a bachelor's degree and extensive professional experience in the field of their educational service.

(2) Professional personnel in vocational fields or other specialized areas for which advanced degrees are not normally available shall have sufficiently broad and comprehensive training and work experience that particularly qualifies them to provide instruction in their area of specialization.

(3) Vocational education teaching personnel shall have recent work experience beyond the learning period as a fully qualified worker in the occupation to be taught. The minimum work experience shall be equal to the recognized learning period required to gain competence in the occupation, but in no case shall be less than two calendar years of full-time work or its equivalent. The learning period shall be the number of hours worked by full-time people during a two-year period in the occupation to be taught.

(a) Minimum work experience for apprenticeable occupations shall be equal to the learning period then currently registered with the state department of labor and industries.

(b) Minimum work experience in occupations requiring state licensing will be two calendar years subsequent to receipt of license, unless the occupation is also an apprenticeable trade.

(c) Minimum work experience for all other trades and occupations will be two calendar years of full-time employment or the equivalent which shall be the number of hours worked by full-time people during a two-year period in the occupation to be taught subsequent to the recognized learning period.

(d) Recent work experience shall be defined as employment full-time for six months or the equivalent which shall be one-fourth of the hours defined as full-time equivalent in subsection (3) of this section in the occupation to be taught within the two years immediately preceding initial vocational certification.

(e) One year full-time employment shall mean that which is the standard for the occupation.

(4) All other vocational educational teaching personnel, including instructors of vocationally related courses, teachers' aides, lab assistants, and tutors, who do not meet the work experience and educational requirements specified above may be employed either on a full-time or part-time basis, provided that such individuals shall possess appropriate technical skills and knowledge in the specific program area assigned, and provided further that such individuals shall work under the direct supervision of, or in direct coordination with, an appropriately certified professional. Community College District No. 20 shall maintain appropriate job descriptions for each position in this category.

(5) Vocational counselors shall meet the minimum work experience requirement by verifying work experience in one or more occupations other than professional education, which is cumulative to at least two years of full-time employment as defined in subsection (3) of this section. Vocational counselors shall be certified only if they have had preparation in vocational counseling, testing, and occupational information.

(6) General administrative personnel shall have advanced training or experience relevant to their assigned duties. The chief administrator shall hold an earned doctorate from an accredited university or have equivalent administrative expertise as demonstrated by successful performance of broad administrative responsibilities.

(7) Vocational administrative personnel, including the chief vocational education officer or other individual assigned to that responsibility (commonly referred to as the vocational director), and all other subordinate vocational education administrative personnel must have been employed as full-time vocational education instructors for at least three academic years or have equivalent teaching experience in industry or other public agencies, and they must have had at least two calendar years of accumulated experience in the capacity of a supervisor in education, business, industry, a public agency, or an equivalent volunteer community service. In addition, such individuals must have demonstrated to the employing agency a commitment to and understanding of vocational education. Industry and public agency experience will be evaluated at no more than a one-to-one basis.

(8) Persons employed prior to the effective date of this document shall comply with these standards unless they were qualified on the basis of standards which were in effect in the 1969 Washington state plan for vocational education. All persons shall comply with the provisions of WAC 132T-05-040 and 132T-05-050 regarding certification and renewal of certificates. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-011 (Resolution No. 82-5), § 132T-05-030, filed 3/8/82. Order 74-2, § 132T-05-030, filed 6/4/74; Order 71-5, § 132T-05-030, filed 1/27/71.]

**WAC 132T-05-040 Maintaining and improving occupational and teaching competencies for vocational administrators, instructors and counselors.** It shall be the responsibility of the president of Community College District No. 20 (Walla Walla Community College) to assure compliance with the following standards:

(1) The Community College District No. 20 will certify through the vocational director each instructor and vocational counselor and maintain documentation of such certification. The certificate and the documentation on file shall specify the function and/or the specific occupational area for which the individual is certified.

(2) Each full-time contracted professional shall have an individual improvement plan developed in consultation with and approved by the vocational director or designee. The vocational director shall maintain a file of all such plans.

(3) Part-time teaching personnel must have temporary certification and shall obtain a one-year certificate upon the accumulated completion of 45 quarter credits (or 45 credit equivalents) of teaching. Individual professional improvement plans shall be established and approved for part-time personnel upon the issuance of a one-year certificate.

(4) Part-time counselors shall obtain a one-year certificate upon completion of the equivalent of one full academic year of counseling responsibility. Individual professional improvement plans shall be established and approved upon issuance of a one-year certificate.

(5) Full-time professional personnel may not be employed on the basis of a temporary certificate for a period of more than one year.

(6) Certification under the above standards is a condition of continued employment for all vocational education personnel. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-011 (Resolution No. 82-5), § 132T-05-040, filed 3/8/82. Order 74-2, § 132T-05-040, filed 6/4/74.]

**WAC 132T-05-050 Types of vocational education certificates.** For the purposes of this section, equivalency shall mean in each case that the employee shall successfully complete the objectives outlined in the individual's improvement plan. In issuing certificates for vocational education personnel, the Community College District No. 20 shall utilize the following nomenclature and shall meet the standards set forth:

(1) Temporary certificate.

(a) Vocational instructors shall be issued a temporary certificate provided that such individuals shall be required to complete a minimum of fifteen contact hours of teaching orientation or the equivalent, to begin no later than the first day of employment. A temporary certificate is renewable only for part-time instructors who have not accumulated forty-five quarter credit hours, or equivalency, of teaching.

(b) Vocational counselors shall be issued a temporary certificate provided that such individuals have met the requirements set forth in WAC 132T-05-030.

(2) One-year certificate.

(a) Instructional personnel who have completed the minimum requirements for a temporary certificate and who, in addition, provide documentation of teaching competency as demonstrated by having satisfactorily completed a minimum of three credits in courses concentrated upon the elements of teaching, or the equivalent, shall be issued a one-year certificate. A one-year certificate may be renewed no more than once after initial issuance for each year of full-time equivalent instruction, except that in the case of part-time instructors, a one-year certificate may be continued until the equivalent of one year of teaching (45 quarter credits) has been completed.

(b) Counselors shall be issued a one-year certificate upon completion of the minimum requirements for a temporary certificate provided that, in addition, they

have completed a minimum of three professional improvement units in accordance with the individual improvement plan. A one-year certificate may be renewed no more than once after initial issuance for each year of full-time equivalent counseling.

(3) Five-year certificate (initial).

(a) Instructional personnel shall be issued a five-year certificate upon completion of two years of teaching service, provided that, in addition to the one-year certificate requirements, documentation of competency as demonstrated by having satisfactorily completed a minimum of three credits in courses dealing with the techniques of occupational analysis, or equivalent, a minimum of three credits in courses concentrated upon the principles of vocational course organization or equivalent, and a minimum of three additional professional improvement units in accordance with the individual's improvement plan have been completed.

(b) Counseling personnel shall be issued a five-year certificate upon completion of two years of counseling service, provided that in addition to the one-year certificate requirements, documentation of competency as demonstrated by having satisfactorily completed a minimum of three credits in courses dealing with the techniques of occupational analysis, or equivalent, and a minimum of six additional professional improvement units in accordance with the individual's improvement plan have been completed.

(4) Five-year certificate (renewal). A five-year renewable certificate shall be renewed for professional personnel who have completed a minimum of fifteen professional improvement units during the previous five-year period in accordance with the individual's improvement plan. Professional improvement plans initiated after July 1, 1980 shall, if deemed appropriate, include work experience as defined in WAC 132T-05-060. No more than eight professional units in any one category as defined in WAC 132T-05-060 shall apply.

(5) The vocational director shall be responsible for the designation of approved course equivalents. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-011 (Resolution No. 82-5), § 132T-05-050, filed 3/8/82. Order 74-2, § 132T-05-050, filed 6/4/74.]

**WAC 132T-05-060 Definition of professional improvement units.** The following standards shall be used in the determination of professional improvement unit values for vocational certification by Community College District No. 20.

(1) Each forty hours of planned, preapproved paid work experience shall be equal to one professional improvement unit.

(2) One credit on the quarter system or two-thirds credit on the semester system earned in accredited programs at colleges or universities shall be equal to one professional improvement unit, provided it is in compliance with the professional improvement plan.

(3) Each full day of preplanned participation in conferences and seminars shall be equal to .20 of a professional improvement unit, provided that such activities

are in addition to those covered by the normal contractual obligations.

(4) Each day of preplanned experience in either domestic or foreign travel related to the individual's instructional area shall be equal to .20 of a professional improvement unit.

(5) Additional professional improvement units may be granted as approved in the individual improvement plan on the basis of independent research and development activities in excess of the normal contractual obligations of the instructor, counselor, or administrator.

(6) The vocational director shall be responsible for the approval of professional improvement plans, equivalencies, and units as stated in WAC 132T-05-040, 132T-05-050, and 132T-05-060. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-011 (Resolution No. 82-5), § 132T-05-060, filed 3/8/82. Order 74-2, § 132T-05-060, filed 6/4/74.]

**WAC 132T-05-070 Safety and occupational health practices standards.** The vocational instructor will have been trained as a safe worker and will hold a valid first-aid certificate which has been issued in compliance with standards for such certificates promulgated by Washington state department of labor and industries, or other appropriate regulatory agency.

(1) Definitions:

(a) "Vocational instructor," for the purposes of these standards, shall mean any individual who is vocationally certified under the state plan for vocational education and/or who is employed as an instructor in a vocational program approved under the state plan.

(b) "Vocational program," for the purposes of these regulations, shall meet the definition agreed upon in operating criteria of the commission for vocational education.

(2) Safety and occupational health standards. The preparation for vocational teaching for all persons shall include instruction in those safety and occupational health practices common to all occupations sufficient to insure those persons knowledge of an ability to instruct students in those practices at a level consistent with the safety and occupational health practices standards of this section.

(a) No person who receives training for vocational teaching after September 1, 1973, shall be employed by a local educational agency in a program approved under the state plan for more than ninety calendar days unless that person has met the safety and occupational health practices standards adopted by the commission for vocational education.

(i) The general safety and occupational health standards apply to all vocational personnel who teach or supervise a vocational class or program.

(ii) This standard can be satisfied by completing a fifteen-hour course in safety and occupational health taught by an accredited instructor or by passing an approved examination which covers the material contained in the fifteen-hour course.

(iii) Approved courses in safety and occupational health will include, but not be limited to, history, causes

of accidents, classes and types of accidents, motivating safety, accident prevention, occupational health and industrial insurance.

(b) The safety and occupational health information needed for specific occupations may be satisfied by one of the following:

(i) Completion of a course as part of preservice training that is designed to provide the potential vocational instructor with the specific skills and knowledge of safety and occupational health pertinent to the occupation the individual is training to teach.

(ii) Completion of an in-service course that is designed to provide the vocational instructor with the specific skills and knowledge of safety and occupational health pertinent to the occupation the individual is training to teach.

(iii) Certification by the program advisory committee for the occupation that the vocational instructor does possess the specific skills and knowledge of safety and occupational health pertinent to the occupation the instructor is training to teach, together with visible evidence that this is an integral part of the instructional program.

(iv) Where the advisory committee determines that the vocational instructor has less than the necessary skills and knowledge, an advisory committee meeting or meetings devoted to such training as is needed will satisfy the requirement. Verification of training will be the advisory committee minutes which will include the name of the vocational instructor, the name(s) of the trainer(s), evidence of the qualifications of the trainer(s), and the content of the training.

(v) The meeting of personnel standards to teach in a vocational program will be accepted as evidence of the individual's ability to teach the appropriate specific safety and occupational health necessary for the occupational area being taught.

(3) First aid. The standards for safety and occupational health practices adopted by Walla Walla Community College shall, where applicable, include the requirement that certain individuals, in addition to other criteria, hold valid first-aid certificates issued by or equivalent to the standards of those issued by the Washington department of labor and industries.

(a) A valid first-aid certificate is required for vocational instructors in preparatory vocational programs whose instructional environment brings students into physical proximity with machinery, electrical circuits, biologicals, radioactive substances, chemicals, flammables, intense heat, gases under pressure, excavations, scaffolding and ladders, and other hazards.

(b) The determination of hazard shall be made by the safety supervisor and vocational director.

(c) Responsibility for insuring that appropriate staff have first-aid training will rest with the vocational director.

(d) The specific type of first-aid program required of vocational instructors will be determined by the representative advisory committee organized for the occupation for which the vocational instructor is providing

training; however, cardio-pulmonary resuscitation instruction is required of all vocational instructors.

(4) Specifically excluded from conformance to this requirement are:

(a) Vocational counselors.

(b) Those instructors who teach related subjects to vocational students, i.e., mathematics, English or communication skills, etc., when these are taught in classrooms rather than shops and are part of a total vocational program that is under the supervision or direction of vocational instructor(s) possessing valid first-aid certificate(s).

(c) Physicians, registered nurses, licensed practical nurses and others when their occupational competencies and training include first-aid knowledge equal to or superior to that represented by the first-aid certification being required under these regulations.

(d) Vocational instructors who teach ninety hours or less per school year and whose instruction is a part of a total vocational program that is under the supervision or direction of a vocational instructor(s) possessing valid first-aid certificate(s).

(5) Safety supervision. A safety supervisor shall be designated by the vocational director. The safety supervisor shall, among other things, possess an understanding of all safety and occupational health rules, regulations and requirements affecting the college or its employees; further, said supervisor shall assure that each employee demonstrates competency in all safety and occupational health rules, regulations that pertain to the employee, and assure that all safety and occupational health rules and regulations that pertain to the employee are being met. The safety supervisor shall meet all of the provisions for safety and occupational health that are mandated for vocational instructors. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-011 (Resolution No. 82-5), § 132T-05-070, filed 3/8/82.]

**Chapter 132T-06 WAC  
TENURE REGULATIONS**

WAC	
132T-06-010	Purpose.
132T-06-020	Definitions.
132T-06-040	Duties of review committee.
132T-06-050	Required review committee action.
132T-06-060	Dismissal for cause.
132T-06-070	Repealed.
132T-06-075	Percent composition of dismissal review committee.
132T-06-080	Repealed.
132T-06-085	Charges.
132T-06-090	Repealed.
132T-06-095	Consideration by the dismissal review committee.

**DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER**

132T-06-070	Dismissal for sufficient cause. [Order 70-20, § 132T-06-070, filed 4/24/70.] Repealed by 82-07-033 (Resolution No. 82-4), filed 3/12/82. Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW.
132T-06-080	Nonrenewal of tenured faculty contracts. [Order 70-20, § 132T-06-080, filed 4/24/70.] Repealed by 82-

07-033 (Resolution No. 82-4), filed 3/12/82. Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW.  
132T-06-090 Review committee recommendations. [Order 70-20, § 132T-06-090, filed 4/24/70.] Repealed by 82-07-033 (Resolution No. 82-4), filed 3/12/82. Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW.

**WAC 132T-06-010 Purpose.** The board of trustees of Community College District No. 20 hereby establishes a rule on faculty tenure. The purpose of this tenure policy shall be to protect faculty employment rights and faculty involvement in the protection of those rights at Walla Walla Community College and subsequent community colleges hereafter established within Community College District No. 20. In order to insure the professional objectives of a community college staff, the board hereby adopts the following procedures as they exist now or as hereafter amended for administering faculty tenure. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-033 (Resolution No. 82-4), § 132T-06-010, filed 3/12/82; Order 70-20, § 132T-06-010, filed 4/24/70.]

**WAC 132T-06-020 Definitions.** As used in this chapter, the following terms and definitions shall mean:

- (1) "Appointing authority" shall mean the board of trustees of Community College District No. 20.
- (2) "Review committee" shall mean a committee of faculty peers and administrative staff appointed pursuant to WAC 132T-08-030.
- (3) "Dismissal review committee" shall mean a committee of faculty and peers and administrative staff approved pursuant to WAC 132T-06-075.
- (4) "Regular college year" shall mean a faculty appointment inclusive of consecutive fall, winter and spring quarters. The regular college year, in all instances shall be deemed to begin with the first fall quarter following the probationer's appointment regardless of the quarter in which the probationer began employment.

(5) "President" shall mean the president of Walla Walla Community College, or in such president's absence, the acting president.

(6) "Part-time" shall mean an appointment for which the appointee's presence at the college for the entire normal working day during the entire regular college year is not required.

(7) "College" shall mean Walla Walla Community College and any subsequent community college hereafter established within Community College District No. 20.

(8) "Full-time" shall mean an appointment which requires the appointee's presence at the college for the entire normal working day during the entire regular college year.

(9) The definition of "tenure," "faculty appointment," "probationary faculty appointment," "probationer," and "administrative appointment" shall be the same as are contained within section 33, chapter 283, Laws of 1969 ex. sess. and RCW 28B.50.851 as now law or hereafter amended. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-033 (Resolution No. 82-4), § 132T-06-020, filed 3/12/82; Order 70-20, § 132T-06-020, filed 4/24/70.]

**WAC 132T-06-040 Duties of review committee.** (1) The president shall on the 15th day of October of each regular college year assign each full-time probationary faculty appointee to the review committee for such committee's evaluation and required recommendations.

(2) The review committee shall establish and publish its method of evaluating performance of each full-time probationary faculty appointee in considering whether the probationary appointee possesses personal characteristics and the necessary professional competence to be granted tenure, placing primary importance upon the probationer's effectiveness in his appointment.

(3) The review committee shall consider the following standards in the course of evaluating each full-time probationer's effectiveness in his appointment:

(a) Initial employment is the first favorable indication that the probationer should be permanently employed.

(b) The probationer's instructional skills.

(c) The probationer's relationship with students.

(d) The probationer's relationship with academic employees.

(e) The probationer's relationship with the administration.

(f) The probationer's knowledge of the subject matter he/she is charged with teaching. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-033 (Resolution No. 82-4), § 132T-06-040, filed 3/12/82; Order 70-20, § 132T-06-040, filed 4/24/70.]

**WAC 132T-06-050 Required review committee action.** (1) The review committee shall be required to conduct an evaluation of each full-time probationary faculty appointee assigned to the committee by the president and render the following reports to the president, the probationary faculty appointee and through the president to the appointing authority at the following times during the regular college year:

(a) A written evaluation of each full-time probationary faculty appointee's performance and the subsequent submission of such written evaluation of the performance directed to the said probationer and the president on December 20th and March 15th of each regular college year that said probationer is not a tenured faculty appointee. The review committee shall obtain such appointee's written acknowledgment of receipt of the written performance evaluation each time such evaluation is rendered.

(b) A written recommendation concerning the employment or nonemployment of each full-time probationary faculty appointee for the ensuing regular college year directed to the appointing authority through the president prior to February 15th of each regular college year.

(c) A written recommendation directed through the president to the appointing authority recommending the appointing authority award or not award tenure, such written recommendations to be submitted at times deemed appropriate by the review committee: *Provided*, That during such full-time probationary faculty appointee's third regular college year of appointment, the review committee shall prior to March 15th of such

regular college year make such a recommendation as to the award or nonaward of tenure. If the review committee does not make the written recommendation as to the award or nonaward of tenure by March 15th of the regular college year for each full-time probationary faculty appointee who is then serving his third consecutive year of full-time appointment it shall be deemed a recommendation that tenure not be awarded to such appointee.

(2) The appointing authority shall only be required to give reasonable consideration to an award of tenure recommendation of the review committee but shall not be bound by such recommendation if the appointing authority has given reasonable consideration to such recommendation. The appointing authority shall not be required to give any consideration to the review committee recommendation required by paragraph (1)(b) of this rule. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-033 (Resolution No. 82-4), § 132T-06-050, filed 3/12/82; Order 70-20, § 132T-06-050, filed 4/24/70.]

**WAC 132T-06-060 Dismissal for cause.** Tenured employees shall not be dismissed or laid off except for sufficient cause, nor shall a probationary employee be dismissed or laid off prior to the written terms of an appointment except for sufficient cause. Dismissal for sufficient cause shall, in addition to the enumerated grounds contained in section 40, chapter 283, Laws of 1969 ex. sess., and RCW 28B.50.862, include but not be limited to:

(1) Any unlawful act of violence;

(2) Any unlawful act resulting in destruction of community college property;

(3) Unlawful interference with the orderly conduct of the educational process;

(4) Incompetency;

(5) Failure to perform an assignment as specified by contract;

(6) Layoff or reduction-in-force. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-033 (Resolution No. 82-4), § 132T-06-060, filed 3/12/82; Order 70-20, § 132T-06-060, filed 4/24/70.]

**WAC 132T-06-070 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-06-075 Percent composition of dismissal review committee.** Dismissal review committee comprised for the express purpose of hearing dismissal cases formulated by October 15 of each academic year shall be comprised of the following members:

(1) An administrator chosen by the college president.

(2) Three academic employees chosen by the employees acting as a body; provided that the initial dismissal review committee employees shall serve a one-year, two-year, and three-year term, respectively. All subsequent elections to this committee by employees shall be limited to an election of a member to a three-year term so that all future elections of an employee to this committee shall be accomplished on a staggered-term basis.

(3) A full-time student selected each year by the student council of the associated student body. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-033 (Resolution No. 82-4), § 132T-06-075, filed 3/12/82.]

**WAC 132T-06-080 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-06-085 Charges.** (1) If the president deems sufficient cause exists, a formal charge will be brought against the employee affording an opportunity for a formal hearing after not less than ten days notice. The notice shall include:

(a) A statement of the time, place and nature of the proceeding;

(b) A statement of the legal authority and jurisdiction under which the hearing is to be held;

(c) A reference to the particular rules of the district involved;

(d) A statement of the charges and allegations.

Copies of such notice will go to the appropriate dean, the chairperson of the dismissal review committee, and the president of the association.

(2) Such formal hearing shall be in accordance with and in full compliance with, RCW 28B.19.120; 28B.19.130; and 28B.19.140: *Provided, however,* Implementation of RCW 28B.19.120 shall always involve a hearing officer appointed by the district. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-033 (Resolution No. 82-4), § 132T-06-085, filed 3/12/82.]

**WAC 132T-06-090 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-06-095 Consideration by the dismissal review committee.** (1) The designated hearing officer shall conduct a formal hearing pursuant to RCW 28B.19.120, 28B.19.130, and 28B.19.140 as now or hereafter amended. The dismissal review committee shall attend all hearings and at the discretion of the hearing officer shall examine any witness called.

(2) The hearing officer shall make proposed findings of fact. The hearing officer shall transmit the record, including the proposed findings of fact, to the board of trustees within thirty days of the conclusion of the hearing.

(3) The dismissal review committee, based upon evidence presented at the hearing, shall simultaneously transmit a recommendation to the board of trustees.

(4) The board of trustees shall adopt findings of fact and shall render a decision based upon the record. In rendering such decision, the board shall give careful consideration to the recommendations of the dismissal review committee. [Statutory Authority: Chapters 34.04, 34.08 and 28B.19 RCW. 82-07-033 (Resolution No. 82-4), § 132T-06-095, filed 3/12/82.]

## Chapter 132T-08 WAC CIVIL SERVICE RULES

WAC  
132T-08-010 through 132T-08-99001 Repealed.

### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 132T-08-010 Purpose, adoption, and amendment of rules. [Rule I (codified as WAC 132T-08-010), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-020 Definition of terms. [Rule II (codified as WAC 132T-08-020), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-030 Organization for personnel management. [Rule III (codified as WAC 132T-08-030), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-040 Classification plan. [Rule IV (codified as WAC 132T-08-040), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-050 Compensation plan. [Rule V (codified as WAC 132T-08-050), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-060 Hours of work and leaves of absence. [Rule VI (codified as WAC 132T-08-060), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-070 Recruitment and examination. [Rule VII (codified as WAC 132T-08-070), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-080 Eligible lists. [Rule VIII (codified as WAC 132T-08-080), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-090 Certification and appointment. [Rule IX (codified as WAC 132T-08-090), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-100 Probationary period. [Rule X (codified as WAC 132T-08-100), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-110 Separation and disciplinary actions. [Rule XI (codified as WAC 132T-08-110), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-120 Appeals from disciplinary actions. [Rule XII (codified as WAC 132T-08-120), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-130 Representation and grievances. [Rule XIII (codified as WAC 132T-08-130), filed 11/21/67; Emergency

- Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-140 Service ratings and training. [Rule XIV (codified as WAC 132T-08-140), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-150 Prohibitions and penalties. [Rule XV (codified as WAC 132T-08-150), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-160 Records and reports. [Rule XVI (codified as WAC 132T-08-160), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-990 Appendix—Secretarial and clerical compensation plan. [Appendix (codified as WAC 132T-08-990), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-08-99001 Appendix—Custodial and maintenance compensation plan. [Appendix (codified as WAC 132T-08-99001), filed 11/21/67; Emergency Order, filed 8/23/67.] Repealed by 83-01-090 (Resolution No. 83-8), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-20-120 Imposition of discipline. [Order 70-6, § 132T-20-120, filed 3/2/70.] Repealed by 83-01-087 (Resolution No. 83-5), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-20-130 Student appeal. [Order 70-6, § 132T-20-130, filed 3/2/70.] Repealed by 83-01-087 (Resolution No. 83-5), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-20-160 Reporting, recording and maintenance of records. [Order 71-11, § 132T-20-160, filed 4/7/71; Order 70-6, § 132T-20-160, filed 3/2/70.] Repealed by 83-01-087 (Resolution No. 83-5), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-20-170 Exclusiveness. [Order 70-6, § 132T-20-170, filed 3/2/70.] Repealed by 83-01-087 (Resolution No. 83-5), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-20-180 Judicial board jurisdiction. [Order 70-6, § 132T-20-180, filed 3/2/70.] Repealed by 83-01-087 (Resolution No. 83-5), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.

**WAC 132T-08-010 through 132T-08-99001 Repealed.** See Disposition Table at beginning of this chapter.

### Chapter 132T-20 WAC

#### RULES OF CONDUCT AND PROCEDURES OF ENFORCEMENT

##### WAC

- 132T-20-010 Purpose.  
 132T-20-020 Definitions.  
 132T-20-040 Drugs.  
 132T-20-052 Distribution of materials.  
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 132T-20-060 Criminal violations.  
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 132T-20-080 Repealed.  
 132T-20-090 Trespass.  
 132T-20-100 Initiation of disciplinary action.  
 132T-20-105 Hearing procedure.  
 132T-20-110 Repealed.  
 132T-20-115 Appeals.  
 132T-20-120 Repealed.  
 132T-20-130 Repealed.  
 132T-20-150 Readmission after dismissal.  
 132T-20-155 Records of disciplinary action.  
 132T-20-160 Repealed.  
 132T-20-170 Repealed.  
 132T-20-180 Repealed.

##### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 132T-20-080 Cheating. [Order 70-6, § 132T-20-080, filed 3/2/70.] Repealed by 83-01-087 (Resolution No. 83-5), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
- 132T-20-110 Appellate court. [Order 71-11, § 132T-20-110, filed 4/7/71; Order 70-6, § 132T-20-110, filed 3/2/70.] Repealed by 83-01-087 (Resolution No. 83-5), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.

**WAC 132T-20-010 Purpose.** Admission to Walla Walla Community College, or any additional community college hereafter established within Community College District No. 20, carries with it the presumption that students will conduct themselves as responsible members of the district and campus community. Students enrolling at Walla Walla Community College or any additional community college established within Community College District No. 20, assume the obligation to observe and abide by standards of conduct established by the board of trustees of Community College District No. 20.

The purpose of these rules is to prescribe standards of conduct for students of Community College District No. 20, the violation of which may constitute sufficient cause for disciplinary action as described in and in accordance with the procedures established in chapters 132T-20 and 132T-24 of the Washington Administrative Code. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-010, filed 12/20/82; Order 70-6, § 132T-20-010, filed 3/2/70.]

**WAC 132T-20-020 Definitions.** As used in this chapter 132T-20 WAC, the following words and phrases shall mean:

(1) "Board" shall mean the board of trustees of Community College District No. 20, state of Washington.

(2) "College" shall mean Walla Walla Community College, or any additional community college hereafter established within Community College District No. 20, state of Washington.

(3) "Liquor" shall mean the definition of liquor as contained within RCW 66.04.010(15) as now law or hereafter amended.

(4) "Drugs" shall mean and include any narcotic drug as defined in RCW 69.50.101(c) as now law or hereafter amended and shall include any controlled substance as defined in RCW 69.50.101(d) as now law or hereafter amended.

(5) "College facilities" shall mean and include any or all real property controlled or operated by the college and shall include all buildings and appurtenances affixed thereon or attached thereto.



(6) "Assembly" shall mean any overt activity engaged in by one 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.

(7) "Disciplinary action" shall mean and include any action taken by the dean of students, the president or the board regarding any student pursuant to chapters 132T-20 and 132T-24 WAC for a violation of the rules of student conduct, including warning, probation, suspension, delayed suspension, expulsion, delayed expulsion or registration denial.

(8) "Student" shall mean and include any person who is regularly enrolled at the college.

(9) "President" shall mean the president appointed by the board or in such president's absence, the acting president.

(10) "Rules of student conduct" shall mean the rules contained within chapter 132T-20 WAC as now exist or which may be hereafter amended.

(11) "Warning" shall mean action by the dean of students, the president or the chairman of the board formally censuring the student for violation of the rules of student conduct. A warning is written and indicates to the student that continuation or repetition of the specific conduct may result in further disciplinary action.

(12) "Probation" shall mean formal action by the dean of students, the president or the board placing conditions upon the student's continued enrollment at the college for a violation of the rules of student conduct. Probation is communicated in writing and specifies the period of probation and any and all conditions imposed upon the student's continued enrollment.

(13) "Suspension" shall mean formal action by the dean of students, the president or the board temporarily dismissing a student from the college for a violation of the rules of student conduct. Suspension may be for a stated period of time or for an indefinite period. A student reinstated following a suspension may be placed on probation.

(14) "Delayed suspension" shall mean a suspension which has a delayed effective date.

(15) "Expulsion" shall mean formal action by the dean of students, the president or the board expelling and dismissing a student from the college for a violation of the rules of student conduct. There will be no refund of fees for the quarter in which the action is taken, although prepaid fees for subsequent quarters shall be refunded. A student who is reinstated following expulsion may be placed on probation.

(16) "Delayed expulsion" shall mean an expulsion which has a delayed effective date.

(17) "Registration denial" shall mean formal action of the dean of students, the president or the board refusing to allow a student to register for classes at the college for violation of the rules of student conduct. A student who is allowed to register following a registration denial may be placed on probation. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-020, filed 12/20/82; Order 70-6, § 132T-20-020, filed 3/2/70.]

**WAC 132T-20-040 Drugs.** Any student who shall use, possess or sell any drug as defined in WAC 132T-20-020(4) on college facilities or at college related activities shall be subject to disciplinary action except when such use or possession is specifically prescribed as medication by authorized medical personnel. For purposes of this regulation, the term "sell" shall include its generally accepted meaning and as defined in RCW 69.50.410. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-040, filed 12/20/82; Order 70-6, § 132T-20-040, filed 3/2/70.]

**WAC 132T-20-052 Distribution of materials.** (1) Handbills, leaflets, newspapers and similarly related published matter may be distributed free of charge upon college facilities designated by the dean of students by any student, students or members of any student organization. The dean of students shall permit distribution of materials at reasonable times and places and in a reasonable manner: Provided, such distribution does not interfere with the ingress or egress of persons, interfere with the free flow of regular pedestrian traffic, or interfere with the operation of academic, vocational or other functions of the college.

(2) Newspapers, leaflets, handbills and other similarly related published material may be offered for sale by any student or student organization through the college bookstore: Provided, such newspapers, leaflets and handbills which are sold must bear identification as to the publishing agency and distributing individual or organization.

(3) All nonstudents shall be required to register with the dean of students prior to the distribution of any handbill, leaflet, newspaper or related published matter: Provided, such registration shall not be applied as a prior restraint by the dean of students in denying to any nonstudent the opportunity to distribute any handbill, leaflet, newspaper or similar published matter: Provided further, such nonstudents shall only be entitled to distribute handbills, leaflets, newspapers or similar published matter in an area designated by the dean of students which is available to students for the distribution of similar matters.

(4) Any student who shall distribute or offer for sale any handbill, leaflet, newspaper or similar published matter which is obscene as defined by case law most recently promulgated by the United States Supreme Court, or which advocates the imminent destruction of college property or other similarly unlawful and violent acts, shall be subject to disciplinary action. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-052, filed 12/20/82; Order 71-11, § 132T-20-052, filed 4/7/71.]

**WAC 132T-20-058 Outside speakers.** The trustees, the administration, the faculty, and the students 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. The appearance of an invited speaker at the college campus does not constitute an endorsement of the speaker's views by the college, its students, faculty, administration, or board of trustees. In conformity with the American tradition of free speech and free inquiry, the following policies are established governing the appearance of on-campus speakers who are not members of the college community.

(1) Any recognized college organization, with knowledge of its advisor, may invite speakers to the campus subject to restraints imposed by the laws of the United States and the state of Washington.

(2) No off-campus speaker shall be entitled to appear at the college unless, at least one week prior to the approved date, the dean of students schedules the event with the director of plant facilities, where appropriate. Where scheduling with the director of plant facilities is not necessary, the dean of students may waive the one-week notice requirement.

(3) The executive council and/or the dean of students may arrange to have views other than those of the invited speaker represented at the meeting, or at a subsequent meeting.

(4) The college president may, at his discretion, assign a faculty member to cochair with a student representative over any meeting where a speaker has been invited. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-058, filed 12/20/82; Order 71-11, § 132T-20-058, filed 4/7/71.]

**WAC 132T-20-060 Criminal violations.** (1) Any student who shall commit theft of the property of another, as defined in RCW 9A.56.020 upon college facilities shall be subject to disciplinary action.

(2) Any student who shall assault another in the manner prohibited by RCW 9A.36.010, 9A.36.020, 9A.36.030 or 9A.36.040 upon college facilities shall be subject to disciplinary action.

(3) Any student who engages in acts of forgery as defined by RCW 9A.60.020 upon college facilities shall be subject to disciplinary action.

(4) Any student who commits any other act on college facilities which is punishable as a gross misdemeanor or a felony under the laws of the state of Washington and which act is not a violation of any other provision of the rules of student conduct, shall be subject to disciplinary action. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-060, filed 12/20/82; Order 70-6, § 132T-20-060, filed 3/2/70.]

**WAC 132T-20-075 Academic misconduct.** The college defines academic misconduct as any act or omission by a student adversely affecting the institution's pursuit of its educational objectives, including academic honesty.

(1) Academic misconduct includes, but is not limited to:

(a) Forgery, alteration or misuse of college documents, records, files or instruments with the intent to defraud;

(b) Plagiarism;

(c) Knowingly furnishing false information to the college;

(d) Academic dishonesty or cheating; and

(e) Aiding and abetting any student in any act of academic misconduct.

(2) An instructor may take any and all reasonable action against any student who is deemed to have cheated or been guilty of another form of academic misconduct in an academic activity within such instructor's authority and supervision. An instructor taking such action against any student for an act of academic misconduct shall report such action to the dean of students within two class days. Any student subject to action of an instructor for a violation of this section may seek review of that action by the dean of students, if such request is submitted in writing within five class days of the date of the complained-of action. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-075, filed 12/20/82.]

**WAC 132T-20-080 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-20-090 Trespass.** (1) The president of the college, or, in such president's absence, the acting president, is authorized in the instance of any event that the president deems to be disruptive of order or which the president deems impedes the movement of persons or vehicles or which the president deems to disrupt or threatens to disrupt the ingress and/or egress of persons from facilities owned and/or operated by the college, then the president, acting through the dean of students or such other person designated by the president, shall have the power and authority, subject to WAC 132T-20-050, to:

(a) Prohibit the entry of, or withdraw the license or privilege of any person or persons or any group of persons to enter onto or remain upon all or any portion of a college facility which is owned and/or operated by the college; or

(b) To give notice against trespass by any manner provided for by law 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, which college facility is owned and/or operated by the college; or

(c) To order any person, persons, or group of persons to leave or vacate all or any portion of a college facility which is owned and/or operated by the college.

(2) Any student who shall disobey a lawful order given by the president or his designee pursuant to the requirements of section 1 of this rule, shall in addition to violating criminal law also be subject to disciplinary action. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), §

132T-20-090, filed 12/20/82; Order 70-6, § 132T-20-090, filed 3/2/70.]

**WAC 132T-20-100 Initiation of disciplinary action.**

(1) The dean of students shall initiate disciplinary action for a violation of the rules of student conduct if such dean of students deems such alleged violation warrants disciplinary action to be imposed after a hearing to determine relevant facts.

(2) A request for the imposition of disciplinary action for a violation of the rules of student conduct shall be referred in writing to the dean of students within twenty days of the discovery of the facts giving rise to the request. Such a request may be made by any member of the administration or faculty of the college or any student. All such requests must be in writing and signed by the individual making such request.

(3) The dean of students shall within three working days from the time of receiving such request meet with the student against whom the charge is made and informally discuss the allegations with him/her. Following such informal meeting the dean of students, within three working days, shall notify in writing both the person(s) making such allegation(s) and the student of his/her decision as to whether a cause for disciplinary action exists. Within three working days following receipt of the written notification from the dean of students, either the person(s) making the allegation(s) or the student against whom the charge has been made, may request in writing a formal hearing from the dean of students as provided in WAC 132T-20-105. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-100, filed 12/20/82; Order 70-6, § 132T-20-100, filed 3/2/70.]

**WAC 132T-20-105 Hearing procedure.** (1) Any request for a hearing on the imposition of disciplinary action initiated pursuant to WAC 132T-20-100 shall be heard by the dean of students pursuant to procedures established herein. Basic standards and concepts of fairness will be observed.

(2) In all hearings upon a request for the imposition of disciplinary action, whether heard by the dean of students, the student conduct committee, or the president, the following procedures shall apply:

(a) A written record of all hearings shall be kept, including a statement of charges against the student, a conclusion as to the truth or falsity of each charge and a decision as to whether or not a violation of the rules of student conduct has occurred and, if a violation is found, the disciplinary action to be taken;

(b) Students accused of violating the rules of student conduct may call witnesses on their behalf and may confront witnesses called to testify against them.

(c) The dean of students, the student conduct committee or the president, shall examine and weigh all evidence presented at the hearing. They may call and question any and all witnesses. They shall prepare the record, including findings of fact supporting the decision.

(d) All hearings shall be conducted within twenty days of receipt of the request for hearing on disciplinary action. All decisions of the dean of students, the student conduct committee or the president shall be made within ten days of the conclusion of the hearing and shall be submitted in writing to the student against whom the charge has been made and to the person(s) making the allegation(s).

(3) Any student accused of violating the rules of student conduct may, at any time during the disciplinary process, waive any further proceedings by submitting to the dean of students in writing a request for termination of the proceedings and agreeing to the imposition of discipline recommended by the dean of students. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-105, filed 12/20/82.]

**WAC 132T-20-110 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-20-115 Appeals.** (1) Within five days of receipt of the decision of the dean of students imposing disciplinary action upon a student, that student may appeal in writing directly to the president of the college, or may request in writing directed to the president of the associated student body that a student conduct committee be formed to hear his/her appeal from the decision of the dean of students imposing disciplinary action.

(2) Should a student conduct committee be requested, the president of the associated student body shall appoint a committee composed of three students selected from six candidates nominated by the student senate, and four faculty members selected from six faculty members nominated by the president of the college. The student conduct committee so appointed shall choose a chairman from the faculty members who shall vote only in the occurrence of a tie. The student conduct committee shall be appointed to act on a temporary basis and only on the specific disciplinary action being appealed.

(3) The written notice of appeal shall state the reasons for the appeal.

(4) The president and/or the student conduct committee will base their decision on the record of the proceedings before the dean of students, or, solely at the discretion of the student conduct committee or the president, they may receive additional evidence or rehear the case entirely; and

(5) The student conduct committee or the president may sustain, reverse or amend the disciplinary action taken by the dean of students or, at their discretion, remand the case to the dean of students for review.

(6) In the event the disciplinary action has been appealed to the student conduct committee, within ten days of receipt of the decision of the student conduct committee imposing disciplinary action upon a student, whether such decision be a review of the proceedings before the dean of students or an original proceeding pursuant to WAC 132T-20-105(2), that student or the dean of students may appeal to the president of the college, provided:

(a) The notice of appeal, and the reasons therefor, are directed to the president in writing within ten days of the receipt of the decision of the student conduct committee.

(7) Within ten days of receipt of the decision of the president imposing disciplinary action upon a student, whether such decision be a review of proceedings before the dean of students or an original proceeding pursuant to WAC 132T-20-105(2), that student may appeal to the board, provided:

(a) The notice of appeal, and the reasons therefor, are directed in writing to the chairman of the board.

(8) The board or a hearing officer appointed by the board shall review the record of proceedings before the president and the president's action and shall sustain that decision unless it is found to be arbitrary and capricious, in which case the matter shall be remanded to the president with written directions from the board.

(9) There shall be no appeal beyond the board's review of the president's decision except as provided in RCW 28B.19.150. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-115, filed 12/20/82.]

**WAC 132T-20-120 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-20-130 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-20-150 Readmission after dismissal.** Any student dismissed from the college for disciplinary reasons may be readmitted only on written petition to the dean of students. Such petitions must indicate how specified conditions have been met and, if the term of the dismissal has not expired, any reasons which support a reconsideration of the matter. Decisions on such petitions for readmission must be reviewed and approved by the president before readmission is granted. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-150, filed 12/20/82; Order 70-6, § 132T-20-150, filed 3/2/70.]

**WAC 132T-20-155 Records of disciplinary action.** (1) Records of all disciplinary cases shall be kept by the office of the dean of students. Except in proceedings wherein the student is exonerated, all documentary or other physical evidence produced or considered in disciplinary proceedings and all recorded testimony shall be preserved insofar as possible for at least five years. No record of proceedings wherein the student is exonerated, other than the fact of exoneration, shall be maintained in the student's file or other college repository after the date of the student's graduation.

(2) The office of the dean of students shall keep accurate records of all disciplinary actions taken by, or reported to, that office. All disciplinary action will be entered on the student's record and may be removed at the time of graduation or earlier, at the discretion of the dean of students, if special terms and conditions have been met or if other circumstances warrant the removal.

The dean of students is responsible for ordering the removal of temporary notations of any disciplinary action on the student's record. A student may petition the dean of students for removal of such a notation at any time. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-087 (Resolution No. 83-5), § 132T-20-155, filed 12/20/82.]

**WAC 132T-20-160 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-20-170 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-20-180 Repealed.** See Disposition Table at beginning of this chapter.

### Chapter 132T-24 WAC

#### SUMMARY SUSPENSION PROCEDURES

##### WAC

132T-24-020	Initiation of summary suspension proceedings.
132T-24-030	Notice of summary proceedings.
132T-24-040	Procedures of summary suspension hearing.
132T-24-050	Decision.
132T-24-060	Notice of suspension.
132T-24-070	Appeal.

**WAC 132T-24-020 Initiation of summary suspension proceedings.** If the president or the dean of students has cause to believe that any student has violated any law of the state or the United States, or any of the rules of student conduct contained in chapter 132T-20 WAC, and also has further cause to believe that the student's violation involves:

(1) Participation in any mass assembly violative of WAC 132T-20-050 and that immediate disciplinary action is necessary to restore order on any college facilities; or

(2) Violation of any other rule of student conduct and there also appears to be a significant probability that said violation or violations will continue to the great injury of the college, so as to render the disciplinary proceeding process contained in chapter 132T-20 WAC ineffectual.

Then the president or the dean of students, or the president's designee shall, pursuant to the following rules, have authority to suspend said student for a maximum of twenty consecutive days prior to any subsequent disciplinary proceeding initiated under the rules of student conduct contained in chapter 132T-20 WAC. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-088 (Resolution No. 83-6), § 132T-24-020, filed 12/20/82; Order 70-7, § 132T-24-020, filed 3/2/70.]

**WAC 132T-24-030 Notice of summary proceedings.**

(1) If the president or the dean of students desires to initiate summary suspension proceedings against a student, notice thereof shall be served upon said student by registered or certified mail at the student's last known

address, or by causing personal service of such notice upon said student.

(2) The notice shall be entitled "Notice of Summary Suspension Proceeding" and shall state:

(a) The charges against the student, including reference to the law and/or rules of student conduct involved and

(b) The student charged must appear before the dean of students or such dean's designee at a time to be set by the dean, but not later than 24 hours from the date and time of receipt of the "Notice of Summary Suspension Proceeding". [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-088 (Resolution No. 83-6), § 132T-24-030, filed 12/20/82; Order 70-7, § 132T-24-030, filed 3/2/70.]

**WAC 132T-24-040 Procedures of summary suspension hearing.** (1) At such summary suspension hearing, the dean of students or the president shall determine whether probable cause exists to believe that a student has committed the violation as specified in the notice of summary suspension, and whether probable cause exists to believe that the immediate suspension of said student is necessary, pursuant to WAC 132T-24-020 (1) or (2).

(2) The student may offer oral testimony of himself or of any person, submit any statement sworn or affidavit on his own behalf, examine any sworn affidavit and cross examine any witness who may appear against him, and submit any matter in extenuation or mitigation of the offense or offenses charged.

(3) In making the determination required by WAC 132T-24-040(1), the dean of students or president may only consider the sworn affidavits or oral testimony of persons who have alleged that the student charged has committed a violation of law or of the rules of student conduct and the oral testimony and sworn affidavits submitted by the student charged. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-088 (Resolution No. 83-6), § 132T-24-040, filed 12/20/82; Order 70-7, § 132T-24-040, filed 3/2/70.]

**WAC 132T-24-050 Decision.** If the dean of students or president, following the conclusion of such summary suspension proceeding, finds that there is probable cause to believe that:

(a) The student against whom specific violations of law or of the rules of student conduct are alleged has committed one or more such violations upon any college facility; and

(b) That such violations are grounds for summary suspension pursuant to WAC 132T-24-020 (1) or (2); and

(c) Such violation or violations of the law or of the rules of student conduct constitute grounds for disciplinary probation or dismissal pursuant to chapter 132T-20 WAC.

Then the dean or president may suspend such student from college for a maximum of twenty consecutive days.

If a student against whom a summary suspension procedure has been initiated fails to appear at the time and place designated in the "Notice of Summary Suspension Proceeding", the dean of students or president shall be authorized to suspend such student after making the specific findings as required by this section. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-088 (Resolution No. 83-6), § 132T-24-050, filed 12/20/82; Order 70-7, § 132T-24-050, filed 3/2/70.]

**WAC 132T-24-060 Notice of suspension.** (1) If any student is suspended pursuant to the procedures of this chapter, such student will be provided with a written copy of the dean of students' or president's findings and conclusions as to whether said dean had probable cause to believe that the conditions for summary suspension outlined in WAC 132T-20-040 exist and whether immediate suspension of said student should issue.

(2) The student suspended pursuant to the authority of this rule shall be served a copy of the notice of 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 that such notice of suspension is mailed or personal service accomplished. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-088 (Resolution No. 83-6), § 132T-24-060, filed 12/20/82; Order 70-7, § 132T-24-060, filed 3/2/70.]

**WAC 132T-24-070 Appeal.** (1) Any student aggrieved by an order issued at the summary suspension proceeding may appeal the same to the board of trustees. No such appeal shall be entertained, however, unless written notice of the appeal, specifically describing alleged errors in the findings and conclusions of the dean of students or the president, is tendered at the office of the president within 72 hours following the date notice of summary suspension was served or mailed to the student.

(2) The board shall, as soon as reasonably possible, examine the allegations contained within the notice of appeal, along with the findings of the dean and president, the record of the summary suspension proceeding, and determine therefrom whether the summary suspension order is justified. Following such examination, the board may, at its discretion, suspend the summary suspension pending determination of the merits of the appeal.

(3) The board shall notify the appealing student within 48 hours following its consideration of the notice of appeal, as to whether the summary suspension shall be maintained or stayed pending disposition of the disciplinary proceeding pursuant to the rules of student conduct. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-088 (Resolution No. 83-6), § 132T-24-070, filed 12/20/82; Order 70-7, § 132T-24-070, filed 3/2/70.]

**Chapter 132T-104 WAC**  
**CONSTITUTION AND BYLAWS OF THE**  
**ASSOCIATED STUDENTS OF WALLA WALLA**  
**COMMUNITY COLLEGE**

**WAC**

132T-104-030	Legislative body of associated students of Walla Walla Community College.
132T-104-040	Executive body of associated students of Walla Walla Community College.
132T-104-050	Repealed.
132T-104-070	Committees.
132T-104-080	Amendments.
132T-104-100	Parliamentary authority.
132T-104-110	Allocation of money.
132T-104-120	Walla Walla Community College clubs and organizations.
132T-104-121	Washington association of community college students.
132T-104-130	Compensation for officers of the Walla Walla Community College associated student body.
132T-104-210	Duties of officers of Walla Walla Community College associated student body.
132T-104-220	Repealed.
132T-104-230	Repealed.
132T-104-240	Student senators.
132T-104-260	Elections.
132T-104-265	Committees.
132T-104-270	Initiative and referendum.
132T-104-280	The recall.

**DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER**

132T-104-050	Judicial function of associated students of Walla Walla Community College. [Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-050, filed 8/23/78; Order 76-1, § 132T-104-050, filed 8/28/75; Order 73-4, § 132T-104-050, filed 1/4/73.] Repealed by 83-01-089 (Resolution No. 83-7), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
132T-104-220	Judicial board of Walla Walla Community College. [Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-220, filed 8/23/78; Order 76-1, § 132T-104-220, filed 8/28/75; Order 73-4, § 132T-104-220, filed 1/4/73.] Repealed by 83-01-089 (Resolution No. 83-7), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.
132T-104-230	The appellate court of Walla Walla Community College. [Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-230, filed 8/23/78; Order 76-1, § 132T-104-230, filed 8/28/75; Order 73-4, § 132T-104-230, filed 1/4/73.] Repealed by 83-01-089 (Resolution No. 83-7), filed 12/20/82. Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW.

**WAC 132T-104-030 Legislative body of associated students of Walla Walla Community College.** (1) The legislative authority of the associated students shall be vested in the associated student senate.

(2) The voting members of the associated student senate shall be the executive vice-president, activities vice-president, business vice-president, and the publicity vice-president of the associated students; senators and representatives from other segments of the associated student body as recognized and defined by the associated

student senate. The president shall vote in the occurrence of a tie.

(3) Candidates for associated student senate shall be members of the associated students, shall be full-time students while in office, and shall have a cumulative average of 2.0 at the time of nomination.

(4) Each voting member shall be entitled to only one seat at any associated student senate meeting.

(5) Impeachment:

(a) An impeachment measure may be moved against any member of the associated student senate by petition of two-fifths of the membership of the associated student senate. Conviction shall require two-thirds of the tabulated vote of the associated student body.

(b) An impeachment measure moved against any member shall disqualify him from participation in voting in his impeachment proceedings.

(c) The impeachment hearing must be held within one week of the passage of the motion for impeachment.

(6) The duties and regulations of the legislature shall be set forth in the by-laws. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-089 (Resolution No. 83-7), § 132T-104-030, filed 12/20/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-030, filed 8/23/78; Order 76-1, § 132T-104-030, filed 8/28/75; Order 73-4, § 132T-104-030, filed 1/4/73.]

**WAC 132T-104-040 Executive body of associated students of Walla Walla Community College.** (1) The executive authority of the associated student body shall be vested in the offices of president, executive vice-president, activities vice-president, business vice-president, and publicity vice-president.

(2) Candidates for the offices of president, executive vice-president, activities vice-president, business vice-president, and publicity vice-president shall be members of the associated students, shall have completed one quarter in residence at the time of nomination, shall have and maintain a minimum cumulative grade point average of 2.0, and shall have completed a minimum of twenty-four credit hours at the time of nomination, except the candidate of president, who shall have completed a minimum of thirty-six credit hours at the end of the spring quarter of his nomination.

(3) Candidates for the offices of the associated student body executive council shall file their names in the associated student body office within the first two weeks of spring quarter.

(4) Offices shall be filled by the associated student body through a primary and general election.

(a) A primary shall be held for any office that has three or more candidates. The primary election shall be held during the fourth week of the spring quarter.

(b) The two candidates receiving the most votes in the primary election for an office shall be candidates for the office in the general election.

(c) The general election shall be held two weeks following the primary election.

(d) The candidate receiving the most votes for an office shall be considered elected to that office in the general election. In case of a tie, a run-off shall take place not earlier than five days and not later than seven days after the general election.

(e) The officers of the executive council shall hold office from the end of spring quarter to the end of the following spring quarter.

(5) Members of the associated student executive council shall not hold any other office in clubs or classes.

(6) Vacancies occurring in the executive council shall be filled by an associated student election not later than four weeks after such vacancy occurs or by appointment of executive council with the approval of the associated student senate. The election of a candidate to fill the vacancy will be by majority vote.

(7) The duties and regulations of the executive council shall be set forth in the by-laws. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-040, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-040, filed 8/23/78; Order 76-1, § 132T-104-040, filed 8/28/75; Order 73-4, § 132T-104-040, filed 1/4/73.]

**WAC 132T-104-050 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-104-070 Committees.** (1) The standing committees of the associated students shall be registered in the by-laws.

(2) The special committees of the associated students shall be registered in the by-laws. The by-laws shall also set forth the purpose and membership of such committees.

[Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-070, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-070, filed 8/23/78; Order 76-1, § 132T-104-070, filed 8/28/75; Order 73-4, § 132T-104-070, filed 1/4/73.]

**WAC 132T-104-080 Amendments.** (1) Amendments to this constitution and by-laws shall be proposed by either a majority of the student senate or by a petition presented to the executive council containing the valid signatures of at least ten percent of the members of the associated student body.

(2) The constitution and/or by-laws shall be amended by a majority of the votes cast by the members of the associated students who vote in an election and the approval of the board of trustees of Walla Walla Community College.

(3) A proposed constitutional amendment or amendment of the by-laws shall be submitted to an election within four weeks after its proposal or presentation.

(4) Approved constitutional amendments and by-laws shall be incorporated into this constitution and the by-

laws to which they refer. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-080, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-080, filed 8/23/78; Order 76-1, § 132T-104-080, filed 8/28/75; Order 73-4, § 132T-104-080, filed 1/4/73.]

**WAC 132T-104-100 Parliamentary authority.** (1) The parliamentary authority of this organization shall be the most current revision of Robert's Rules of Parliamentary Procedure, except in such cases as are covered by the by-laws of this constitution or by special rules adopted by the associated student body.

(2) All meetings of all organizations and agencies established by this constitution shall be conducted under Robert's Rules of Parliamentary Procedure.

(3) All student government meetings will be conducted by parliamentary procedure. A parliamentarian may be present at all meetings. The president of the associated student body may appoint a parliamentarian pro-tem in the absence of the parliamentarian.

(4) The parliamentarian for the student senate shall be a member of the student senate and shall be elected by a majority vote of the student senate. The parliamentarian does not have a vote in the student senate. He is required to attend all student senate meetings. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-089 (Resolution No. 83-7), § 132T-104-100, filed 12/20/82; Order 76-1, § 132T-104-100, filed 8/28/75; Order 73-4, § 132T-104-100, filed 1/4/73.]

**WAC 132T-104-110 Allocation of money.** (1) Each associated student body-sponsored activity shall submit a budget to the service and activity fee committee spring quarter. The committee shall then appropriate the amount they (service and activity fee committee) deem necessary for the club to function during the next year. They can then spend this money as the club and/or advisor see fit as long as state, college, and associated student body guidelines are followed. Complete monthly financial reports must be made to the student senate to keep them informed of group activities. All paper work regarding expenditures must be presented to the activities director for his signature well in advance of the event.

(2) Requests for money must be put in writing and presented to the business vice-president, giving a detailed breakdown of what the money is to be spent for before any expenditures shall be authorized.

(3) Nonfunded activities and all other expenditures shall follow the prescribed associated student body procedures.

(4) The associated student body president and the business vice-president may allocate expenditures of amounts up to twenty dollars.

(5) The executive council of the associated student body may authorize expenditures of amounts up to one hundred dollars.

(6) Authorizations for expenditures of amounts over one hundred dollars must come from the associated student senate with a two-thirds majority vote.

(7) Authorization for expenditures of amounts over one hundred dollars will be automatically tabled for one week. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-110, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-110, filed 8/23/78; Order 76-1, § 132T-104-110, filed 8/28/75; Order 73-4, § 132T-104-110, filed 1/4/73.]

**WAC 132T-104-120 Walla Walla Community College clubs and organizations.** (1) Each club, which has been approved by the associated student senate, shall have one voting seat in the associated student senate, providing the club has ten active members. Clubs having less than ten members must be approved yearly by student senate, by majority vote.

(2) Each club will be required to have a constitution/goals. A faculty advisor is required.

(3) Any new club wishing to have a voting seat in the student senate is required to have been in existence (active) for a minimum of five successive weeks, including attendance at five successive associated student senate meetings.

(4) All monies which have been allocated and spent by a club shall be accounted for in a written report to be submitted to the executive council no later than two weeks after the expenditures have occurred.

(5) Missing three associated student body student senate meetings in one quarter forfeits all voting rights, as well as ability to spend associated student body monies until five successive meetings have been attended. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-120, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-120, filed 8/23/78; Order 76-1, § 132T-104-120, filed 8/28/75; Order 73-4, § 132T-104-120, filed 1/4/73.]

**WAC 132T-104-121 Washington association of community college students.** (1) The executive vice-president of Walla Walla Community College shall represent the associated students of Walla Walla Community College in Washington association of community college students. The associated student body president or president's appointee will be Walla Walla Community College's alternate representative.

(2) The executive council may appoint with student senate approval an individual to keep correspondence and/or generally abreast of what the organization is doing. The appointed individual may never vote or state what stand our campus has on any issue unless two-thirds of the student senate give their express approval. This may never be broad voting powers, but only on specific items to be decided on by the Washington association of community college students where our vote

and/or opinion is desired. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-089 (Resolution No. 83-7), § 132T-104-121, filed 12/20/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-121, filed 8/23/78; Order 76-1, § 132T-104-121, filed 8/28/75.]

**WAC 132T-104-130 Compensation for officers of the Walla Walla Community College associated student body.** (1) The associated student body officers (executive council) shall receive a three hundred dollar scholarship per quarter.

(2) At the end of every quarter the executive council and the associated student body advisor shall meet to determine the job done by senators. This will be a closed meeting. The executive council may make the following recommendations.

(a) Changes in specific jobs.

(b) Having individuals switch jobs.

(c) Requesting that a student senator resign.

(d) Reimburse a student senator for one-half of the last quarter's in-state tuition.

(e) Recommend students or student for outstanding student for the past quarter.

(3) The executive council's recommendations shall be presented to the student senate meeting where action on said recommendation is to be taken. Students under section (d) must turn into the student senate a summary form of what they did the preceding quarter before they are eligible to receive money.

(4) Candidates that are selected by the executive council must be ratified by a vote of two-thirds majority of student senate. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-130, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-130, filed 8/23/78; Order 76-1, § 132T-104-130, filed 8/28/75; Order 73-4, § 132T-104-130, filed 1/4/73.]

**WAC 132T-104-210 Duties of officers of Walla Walla Community College associated student body.** (1) The associated student body president shall preside over all meetings of the executive council and joint meetings with the associated student senate. The president shall make all appointments subject to the approval of the executive council and/or student senate unless otherwise provided for in this constitution and its by-laws. He shall be an ex-officio nonvoting member of the associated student senate and committees with the exception of executive council or in the occurrence of a tie. The president shall be the official representative of the associated student senate and the executive council. He is chairman of the service and activity fee budget committee.

(2) Executive vice president - He shall assist the president in his duties and shall assume the duties of the president in his absence. His most important duty is to get more people involved in student government. He is to



keep up-to-date and precise records of clubs' officers and all people in student government (names and phone no. etc.). He is a student representative on all school committees (example: Washington association of community college students, curriculum, graduation, etc.).

(3) Activities vice-president – He shall be responsible for the activities program at Walla Walla Community College. He shall appoint all necessary activities committee members.

(4) Publicity vice-president – He shall be responsible for promoting Walla Walla Community College. He is also responsible for promoting our school to the community, especially the high school seniors in our district. He is responsible for placing and taking down announcements on outside and inside reader boards and assisting clubs with their publicity.

(5) Business vice-president – The associated student body business vice-president shall be responsible for all financial matters of the associated student body of Walla Walla Community College, and shall act as financial advisor to all subsidiary organizations of the Walla Walla Community College associated student body. The business vice-president shall maintain in an efficient manner all financial records of the Walla Walla Community College associated student body and shall submit a financial report to the executive council and the associated student senate at the termination of each academic quarter or at their request. The business vice-president shall prepare the Walla Walla Community College associated student body budget with the aid of the service and activity fee committee. The business vice-president must have qualifications such as book-keeping and accounting, necessary to effectively manage the student budget.

(6) In addition to specific duties designated for the five elected officers, they shall assist with the following duties:

(a) Associated student body elections; staff the polling place and tabulate the results.

(b) Student orientation; assist in planning, organizing and presenting information at the student orientation fall quarter each year.

(c) Spring retreat; plan, organize and implement a spring retreat each year for the incoming associated student body officers.

(d) Student handbook; gather information, ideas and plan for the following year's student handbook.

(e) Service and activity fee budget; serve as a member of the service and activity fee committee, planning, [organization] [organizing] and implementing the budget process for all service and activity fees.

(7) Executive council, student senators, and representatives are required to pass a minimum of 12 credits per quarter.

(8) Executive council officers are required to be in the A.S.B. offices an average minimum of 1 hour a day. (It is recommended that they work a minimum of 10 hours a week for A.S.B.)

(9) Executive council, student senators, and representatives are required to attend all student senate meetings. Three unexcused absences per quarter may be

grounds for impeachment or expulsion with [the] loss of all rights and monies.

(10) Executive council officers may not take more than 18 credit hours without the express approval of the student senate.

(11) Executive council officers attempting to get a grade for being an officer must submit to the director of student activities a summary report form of what they did for last quarter. The director of student activities determines the grade. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 83-01-089 (Resolution No. 83-7), § 132T-104-210, filed 12/20/82. Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-210, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-210, filed 8/23/78; Order 76-1, § 132T-104-210, filed 8/28/75; Order 73-4, § 132T-104-210, filed 1/4/73.]

**Reviser's note:** RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

**WAC 132T-104-220 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-104-230 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132T-104-240 Student senators.** (1) There shall be four senators appointed each year by the student senate.

(2) Persons interested in seeking those positions should contact the student activities director.

(3) Applicants will be screened by the executive council. The executive council recommends to the student senate those applicants they feel are qualified. The student senate then votes on those recommendations. It takes a two-thirds majority vote by the student senate before an applicant can become a senator.

(4) Compensation for student senators: See WAC 132T-104-130.

(5) Duties and responsibilities of student senators:

(a) Assist the A.S.B. executive council and student senate in the implementation of their goals and objectives.

(b) Assist in the planning, organizing and scheduling of activities, and publicity related to those activities. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-240, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-240, filed 8/23/78; Order 76-1, § 132T-104-240, filed 8/28/75; Order 73-4, § 132T-104-240, filed 1/4/73.]

**WAC 132T-104-260 Elections.** (1) All registered students at Walla Walla Community College are eligible to vote provided they have a valid I.D. card or a current

quarter's registration receipt. Faculty, administrators, and classified staff are also eligible to vote.

(2) The elections shall be held on Wednesday from 9:00 a.m. to 5:00 p.m. There shall be two persons at the place of polling at all times. One shall be a member of the executive council, the other to be appointed by the executive council.

(3) The ballots are to be counted the same day following the closure of the polling place. At least three members of the executive council are to be present during the counting.

(4) The newly elected officers and student body members will be notified of the results of the election no later than 24 hours following the closure of the polling place.

(5) No campaigning will be permitted within twenty-five feet of the polling place. Campaigning shall be defined to include posters and handbills.

(6) Except in the case of a handicapped individual, only one person at a time shall be admitted in the voting booth or machine.

(7) All voting shall be done by secret ballot.

(8) Any challenge of the tabulation or election procedure must be made within twenty-four hours of the posted results.

(9) All write-ins shall be permitted on both primary and general elections.

(10) A write-in vote will be acceptable and counted when it is recognizable as belonging to a certain person. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-260, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-260, filed 8/23/78; Order 76-1, § 132T-104-260, filed 8/28/75; Order 73-4, § 132T-104-260, filed 1/4/73.]

**WAC 132T-104-265 Committees.** 1. Standing committees. (1) Committee membership shall be filled by appointment of the executive council subject to ratification by the associated student senate by majority vote.

(2) Appointees to standing committees and the student membership of joint committees shall possess the same qualifications as set forth in WAC 132T-104-030 (3), provided that the freshman members of the standing committees shall not be bound by such qualifications.

(3) The standing committees and the student membership of joint committees shall be responsible to the student senate and shall be administered by the executive council.

(4) The purpose of the standing committee is to work toward solving goals that have been recognized by the executive council or the student senate. (Examples: Campus improvement, constitution review, community and campus projects, etc.)

2. Special committees. (1) The special committee shall consist of four members from the student population and three from the faculty/staff, who shall be selected by the executive council and director of student activities.

(2) The committee will choose one member to act as committee chairperson. The chairperson will report to the executive council.

(3) The committee will review the case in question and decide the results by majority vote. The decision will be presented to the executive council and director of student activities. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-265, filed 6/2/82.]

**WAC 132T-104-270 Initiative and referendum.** (1) If any legal voter or organization of legal voters of Walla Walla Community College desires to petition the associated student senate to enact a proposed measure, or to submit a proposed measure to the people, or to order that a referendum of any act, or any part thereof, passed by the associated student senate be submitted to the students, he or they shall file in the office of the executive council five printed or typewritten copies of the measure proposed, or of the act or part thereof on which a referendum is desired, accompanied by the name and address of the proposer, and by an affidavit that the proposer (if an individual) is, or that the members of the proposer (if an organization) are legal voters.

(2) Initiative measures proposed to be submitted to the students must be filed with the executive council within two months prior to the election at which they are to be submitted, and the petitions, therefore, must be filed with the executive council not less than one month before the next general election.

(3) Petitions ordering that acts or parts of acts passed by the associated student senate be referred to the students at the next ensuing election shall be[,] substantially in the following form:

Warning: Every person who signs this petition with any other than his true name, or who knowingly signs more than one of these petitions, or who signs this petition when he is not a legal voter, or who makes herein any false statement, shall nullify the petition.

#### Petition for Referendum

To the Honorable ----- President of the Associated Students of Walla Walla Community College: We, the undersigned legal voters of Walla Walla Community College residing at the address set opposite our names, respectfully order and direct that Referendum Measure No. -----, entitled (here insert the established ballot title of the measure) being a (or part or parts of an) act passed by the student senate of Walla Walla Community College at the last special session of said legislature, shall be referred to the students of Walla Walla Community College for their approval or rejection at the special election to be held on the ----- day of -----, A.D., 19--: and each of us for himself says: I have personally signed this

petition: I am a legal voter of Walla Walla Community College, and my residence is correctly stated.

Petitioner's Signature	Address
1.	
2.	
etc.	

(4) The person or organization proposing any initiative measure shall secure upon any such initiative petition the signatures of legal voters equal in number to or exceeding eight per cent of the whole number of legal voters.

(5) The time for submitting initiative or referendum petitions to the executive council for filing is as follows:

(a) A referendum petition ordering and directing that the whole or some part or parts of an act passed by the student senate be referred to the students for their approval or rejection at the next ensuing general election or a special election ordered by the student senate, must be submitted not more than ninety days after the final adjournment of the session of the student senate which passed the act.

(b) An initiative petition proposing a measure to be submitted to the students for their approval or rejection at the next ensuing general election must be submitted not less than two months before the date of such election.

(6) Upon any initiative or referendum petition being submitted to the executive council for filing, they may refuse to file it upon any of the following grounds:

(a) That the petition is not in proper form.

(b) That the petition clearly bears insufficient signatures.

(c) That the time within which the petition may be filed has expired.

(7) In case of refusal, the executive council shall endorse on the petition the word "submitted" and the date, and retain the petition pending appeal. If none of the grounds for refusal exists, the executive council must accept and file the petition. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-270, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order 35, Resolution 79-1), § 132T-104-270, filed 8/23/78; Order 76-1, § 132T-104-270, filed 8/28/75; Order 73-4, § 132T-104-270, filed 1/4/73.]

**Reviser's note:** RCW 28B.19.077 requires the use of underlining and deletion marks to indicate amendments to existing rules. The bracketed material in the above section does not appear to conform to this rule.

**WAC 132T-104-280 The recall.** (1) Initiating recall proceedings—statement—contents—verification. Prior to initiating a recall petition of any elective public officer of Walla Walla Community College the student person, committee or organization intending to initiate the recall shall first contact the director of student activities and notify him/her of the intent, and provide him with a printed or typewritten charge, reciting that such officer, naming him/her and giving the title of the office, has

committed an act or acts of malfeasance while in office. The charge shall state the act or acts in concise language, without unnecessary repetition.

(a) The director of student activities, together with the executive council of the associated student body, shall within five working days select a special committee to investigate the validity of the charges.

(b) This committee shall follow the guidelines set forth in section WAC 132T-104-265, special committee, and within five working days report to the executive council and the director of student activities its findings.

(c) That within five days from the time the special committee submits its findings to the executive council and the director of student activities, the director of student activities shall notify the student person, committee or organization intending to initiate the recall the findings of the special committee as to the validity of the charges.

(2) Should the special committee determine the charges on the proposed recall petition to be invalid, then the student person, committee, or organization may still pursue the recall provided the special committee's findings are published and distributed, together with the petition for recall, within five days following the date the executive council and the director of student activities have received the committee's report.

(3) Should the legal voter or committee or organization of Walla Walla Community College determine to pursue the recall petition, he/she or they shall then prepare a printed or typewritten charge reciting that such officer, naming him/her and giving the title of the office, has committed an act of malfeasance while in office. The charge shall state the act or acts complained of in concise language, without unnecessary repetition. The charges must remain the same as those filed with the director of student activities and the executive council and referred to the special committee. The charges shall be signed by the person or persons making the same, who shall give their respective addresses and shall be verified under oath that he/she or they believe the charge or charges to be true. The special committee's findings on each charge alleged in the recall petition shall be included in the signed recall petition.

(4) Upon being notified of the language of the ballot synopsis of the charge, the persons filing the charge shall cause to be printed for the recall and discharge of an officer a petition substantially in the following form:

Warning: Every person who signs this petition with any other than his true name, or who knowingly signs more than one of these petitions, or who signs this petition when he is not a legal voter of Walla Walla Community College, or herein makes a false statement, shall nullify the recall petition.

Petition for the recall of  
(here insert name of the person  
whose recall is petitioned for)

To the Honorable President and Executive Vice-President of the Associated Students of Walla Walla Community College:

We, the undersigned students of Walla Walla Community College residing at the address set opposite our respective names, respectfully direct that a special election be called to determine whether or not (here insert the name of the person charged and the office which he holds) be recalled and discharged from his office for and on account of his having committed the act or acts of malfeasance or misfeasance while in office, in the following particulars: (here insert the synopsis of the charge); and each of us for himself says: I have personally signed this petition; I am a legal voter of Walla Walla Community College; and my residence address is correctly stated.

Petitioner's Signature

Address

- 1.
- 2.
- etc.

(5) The recall petition shall be filed in the office of the director of student activities and executive council.

(6) The petition shall be filed with both the president and the executive vice-president of the associated student body, with a copy provided to the director of student activities.

(7) When the person, committee, or organization demanding the recall of a public officer has secured sufficient signatures upon the recall petition he or it may submit the same to the officer with whom the charge was filed for filing in his office. The number of signatures required shall be as follows: In the case of a member of the associated student senate, signatures of legal voters equal to twenty-five per cent of the total number of votes cast for all candidates for the office when the officer whose recall is demanded was elected at the preceding election.

(8) Upon the filing of a recall petition in his office, the officer with whom the charge was filed shall stamp on each petition the date of filing, and shall notify the persons filing them and the officer whose recall is demanded of the date when the petitions will be canvassed, which date shall be not less than five or more than ten days from the date of its filing.

(9) The special election to be called for the recall of officers shall be conducted in the same manner as primary or general elections, as the case may be, are conducted. The ballots at any recall election shall contain a full, true, and correct copy of the ballot synopsis of the charge, and shall be so arranged that any voter can, by making one cross (x) express his desire to have the officer charged recalled from his office, or retained therein.

(10) Upon the completion of the canvass of the returns of any recall election, the result shall be published in the manner required by law for the publication of the results of general elections. If a majority of all votes cast at the recall election is for the recall of the officer charged, he shall be dismissed from his office, and the office shall thereupon become and be vacant. [Statutory Authority: Chapters 34.04, 34.08, 28B.19 RCW and chapter 1-13 WAC. 82-12-056 (Resolution No. 82-6), § 132T-104-280, filed 6/2/82. Statutory Authority: Chapters 28B.10, and 28B.50 RCW. 78-09-058 (Order

35, Resolution 79-1), § 132T-104-280, filed 8/23/78; Order 76-1, § 132T-104-280, filed 8/28/75; Order 73-4, § 132T-104-280, filed 1/4/73.]

### Chapter 132T-128 WAC REDUCTION IN FORCE FOR CLASSIFIED PERSONNEL

#### WAC

- 132T-128-010 Purpose of rules.
- 132T-128-030 Initial procedures for reduction in force.
- 132T-128-050 Options in lieu of layoff.
- 132T-128-080 Reemployment rights of laid off employees.

**WAC 132T-128-010 Purpose of rules.** Pursuant to the direction of the higher education personnel board of the state of Washington, the board of trustees for Washington State Community College District No. 20 hereby establishes the procedures for reduction in force for the layoff of classified employees when such reductions or layoffs are required by lack of funds, or lack of work, or when an incumbent must be separated due to the salary or longevity mandates of Public Law 95-524. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 82-24-020 (Resolution No. 83-3), § 132T-128-010, filed 11/22/82. Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 79-10-111 (Resolution 80-4), § 132T-128-010, filed 9/27/79. Formerly WAC 132T-38-010.]

**WAC 132T-128-030 Initial procedures for reduction in force.** (1) When a reduction in force is required due to lack of funds, or lack of work, or when an incumbent must be separated due to the salary or longevity mandates of Public Law 95-524, the appointing authority shall determine the number of positions, by classification, which shall be abolished.

(2) The order of layoff and optional retention rights of classified employees shall be determined on an institution-wide basis. The classified staff of Walla Walla Community College is divided into two layoff units — regular workforce unit and special programs unit. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 82-24-020 (Resolution No. 83-3), § 132T-128-030, filed 11/22/82. Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 79-10-111 (Resolution 80-4), § 132T-128-030, filed 9/27/79. Formerly WAC 132T-38-030.]

**WAC 132T-128-050 Options in lieu of layoff.** (1) Options shall be offered in lieu of layoff to employees in accordance with the provisions of WAC 251-10-030.

(2) Permanent status employees, according to seniority, shall be offered employment options in classifications in which the employee has held permanent status, or lower classifications in the same class series for which the employee is qualified; provided that the employee being replaced is the least senior in that classification and has less layoff seniority than the employee replacing him.

(3) Except as provided in WAC 251-10-035, a permanent employee scheduled for layoff who has no options available under (2) above shall be offered positions as follows: The personnel officer will offer in writing not less than three positions from among the highest available classes (unless the total available is less than three), provided that any positions offered must be at the same level or lower than the class from which the employee is being laid off; are vacant or held by a provisional, temporary, or probationary employee; and in a class for which the employee being laid off meets the minimum qualifications and can pass the appropriate qualifying examination, as provided in WAC 251-10-030(6).

(4) Eligible veterans and their unmarried widows or widowers as defined in WAC 251-10-045 shall be provided veterans preference. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 82-24-020 (Resolution No. 83-3), § 132T-128-050, filed 11/22/82. Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 79-10-111 (Resolution 80-4), § 132T-128-050, filed 9/27/79. Formerly WAC 132T-38-050.]

**WAC 132T-128-080 Reemployment rights of laid off employees.** (1) Reduction in force lists are established by classification and maintained by the personnel officer. The names of permanent and probationary employees who are scheduled for layoff, who have been laid off from service within a class of service to the institution, or who have accepted a lower option in lieu of layoff shall be placed on the institution-wide layoff list(s) for those class(es) in which they have held permanent status, probationary (if within the same class series as the list), or trial service appointment status within the current period of employment at the institution provided that:

- (a) The employee has requested placement on the list;
- (b) The employee has not been rejected, reverted, demoted or dismissed from such class(es); and
- (c) The class has the same or lower salary range maximum as the class from which laid off.

In addition, such employees shall be placed on institution-wide layoff list(s) for all lower class(es) in these same class series.

(2) Upon request, employees shall be placed on these lists at the completion of the three-day option period or upon selection of an option, whichever is sooner.

(3) Layoff lists shall be institution-wide, with eligibles ranked according to layoff seniority as defined in WAC 251-04-020.

(4) Eligibles shall be certified for reemployment from an institution-wide layoff list. The personnel officer shall certify four more names than there are vacancies to be filled by certification in strict order of standing on the institution-wide layoff list(s), except that if there are not sufficient eligible people on the institution-wide layoff list(s) for the class(es), the personnel officer shall certify to the employing officer four more names than there are vacancies to be filled by certification in strict order of standing on the eligible list(s), and with strict order of priority as follows:

- (a) Organizational unit promotion list.

(b) Institution-wide promotion list.

(c) Special employment program layoff list.

(d) Statewide layoff list.

(e) Open competitive or noncompetitive list.

(5) Removal from the institution-wide layoff list shall be as provided below:

(a) Acceptance of a layoff option or appointment from a layoff list shall cause removal from the list(s) for all classes with the same or lower salary range maximum; except that unless the employee so requests, he/she may not be removed via this procedure from the layoff list or the class from which laid off.

(b) Retirement, resignation, or dismissal from the institution shall cause removal from the list(s).

Except as provided in (5) above, the duration of eligibility on the institution-wide layoff list is two years. Prior to the expiration date of the eligible, he/she shall be notified of the expiration date and given the opportunity to extend the eligibility for one additional year by written request to the personnel officer. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 82-24-020 (Resolution No. 83-3), § 132T-128-080, filed 11/22/82. Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 79-10-111 (Resolution 80-4), § 132T-128-080, filed 9/27/79. Formerly WAC 132T-38-080.]

### Chapter 132T-190 WAC POLICY ON THE USE OF THE COLLEGE FACILITIES

WAC

132T-190-030 Limitation of use.

**WAC 132T-190-030 Limitation of use.** (1) Primary consideration shall be given at all times to activities specifically related to the college's mission, and no arrangements shall be made that may interfere with, or operate to the detriment of, the college's own teaching, research or public service programs.

(2) In general, the facilities of the college shall not be rented to, or used by, private or commercial organizations or associations, nor shall the facilities be rented to persons or organizations conducting programs for private gain.

(3) College facilities may not be used for commercial sales, advertising or promotional activities except when such activities clearly serve educational objectives (as in display of books of interest to the academic community or in the display or demonstration of technical or research equipment) and when they are conducted under the sponsorship or at the request of a college department or office or of the associated student body.

(4) College facilities may not be used for purposes of political campaigning by or for candidates who have filed for public office except for student-sponsored activities. Rules, regulations, policies, procedures and practices regarding the use of college facilities shall not discriminate or promote discrimination among political

parties, groups or candidates solely on the basis of their particular political viewpoint.

(5) Activities of commercial or political nature will not be approved if they involve the use of promotional signs or posters on buildings, trees, walls, or bulletin boards, or the distribution of samples outside rooms or facilities to which access-by be granted.

(6) Because of limitations imposed by the constitution of the state of Washington, the facilities of the college may not be used for the purpose of religious worship, exercise or instruction, except as provided in WAC 132T-190-030(7).

(7) College facilities are available to all recognized student groups and faculty or staff organizations, subject to these general policies, except as provided in WAC 132T-190-030(6), and to the rules and regulations of the college governing student, faculty and staff affairs.

(8) Handbills, leaflets and similar materials, except those which are commercial, obscene, or unlawful in character, may be distributed on the campus by regularly enrolled students, members of recognized student organizations or college personnel. Materials may be distributed only in designated areas on the campus where, and at times when, such distribution shall not interfere with the orderly administration of the college affairs or the free flow of traffic. Persons and organizations not connected with the college may not distribute handbills and similar materials.

(9) Exterior audio amplifying equipment is permitted only in locations and at times that will not interfere with the normal conduct of college affairs.

(10) No person or group may use or enter onto college facilities having in their possession firearms, even though licensed to do so, except commissioned police officers as prescribed by law. [Statutory Authority: RCW 28B.50.140 and chapter 28B.19 RCW. 82-24-021 (Resolution No. 83-4), § 132T-190-030, filed 11/22/82; Order 78-6, § 132T-190-030, filed 10/24/77.]

## Title 132V WAC

### COMMUNITY COLLEGES--TACOMA COMMUNITY COLLEGE

#### Chapters

132V-22 Faculty tenure rights and procedures.

#### Chapter 132V-22 WAC

#### FACULTY TENURE RIGHTS AND PROCEDURES

##### WAC

132V-22-010	Purpose--Tenure.
132V-22-020	Definitions.
132V-22-030	Composition of review committees.
132V-22-040	Duties and responsibilities of review committee.
132V-22-050	Procedure relating to the dismissal for cause of tenured and probationary faculty members.
132V-22-060	Preliminary procedure relating to the dismissal for cause of a tenured or probationary faculty member.
132V-22-100	Procedure relating to reduction-in-force.

132V-22-200 Hearing procedure relating to dismissal for cause and reduction-in-force.

**WAC 132V-22-010 Purpose--Tenure.** The Board of Trustees of Community College District 22 hereby establishes the following rules on academic employee tenure. The purpose of [tenure] is twofold:

(1) To protect faculty appointment rights and faculty involvement in the establishment and protection of those rights at Tacoma Community College and all subsequent community colleges hereafter established within Community College District 22; and

(2) To assure that tenure is granted to academic employees of such character and scholarly ability that the district, so far as its resources permit, can justifiably undertake to employ them for the rest of their academic careers. [Statutory Authority: RCW 28B.50.140(13) and 28B.50.852. 81-08-002 (Order 6-81, Resolution 81-6), § 132V-22-010, filed 3/19/81; Order 16, § 132V-22-010, filed 12/28/73; Order 3, § 132V-22-010, filed 5/29/70.]

**Reviser's note:** RCW 28B.19.077 requires the use of underlining and deletion marks to indicate amendments to existing rules. The bracketed material in the above section does not appear to conform to this rule.

**WAC 132V-22-020 Definitions.** As used in this chapter, the following terms and definitions shall mean[:]

(1) "Appointing authority" shall mean the board of trustees of Community College District 22.

(2) The definitions of "tenure," "faculty appointment," "probationary faculty appointment," "probationer," and "administrative appointment," shall be the same as are contained within RCW 28B.50.851 as now or hereafter amended.

(3) "Regular college year" shall mean a faculty appointment normally inclusive of consecutive fall, winter, and spring quarters.

(4) "President" shall mean the president of Tacoma Community College [and of any other college hereafter established within Community College] District 22, or in such president's absence, the acting president.

(5) "College" shall mean Tacoma Community College and any subsequent community college hereafter established within Community College District 22.

(6) "Tenure review committee" shall mean a committee composed of [three academic employees] who hold [tenured] faculty appointments a division chairman, or management supervisor and a student appointed pursuant to WAC 132V-22-030.

(7) "Full-time" shall mean an appointment which is consistent with the full-time contractual assignment specified within Article 6.00 of the negotiated agreement.

(8) "Dismissal" shall mean the termination of a tenured faculty appointment or a probationary faculty appointment by the appointing authority. [Statutory Authority: RCW 28B.50.140(13) and 28B.50.852. 81-08-002 (Order 6-81, Resolution 81-6), § 132V-22-020, filed 3/19/81; Order 16, § 132V-22-020, filed 12/28/73; Order 9, § 132V-22-020, filed 3/1/73; Order 3, § 132V-22-020, filed 5/29/70.]