

# Title 106 WAC

## CENTRAL WASHINGTON UNIVERSITY

<b>Chapters</b>	
<b>106-08</b>	<b>Practice and procedure.</b>
<b>106-20</b>	<b>Organization.</b>
<b>106-50</b>	<b>Rules coordinator.</b>
<b>106-72</b>	<b>Affirmative action policy/grievance procedure.</b>
<b>106-116</b>	<b>Parking and traffic regulations.</b>
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<b>106-172</b>	<b>Student records policy.</b>
<b>106-276</b>	<b>Public records.</b>
<b>106-325</b>	<b>State Environmental Policy Act—Rule.</b>

106-16-204	Commuter students. [Order 1, § 106-16-204, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-204.
106-16-205	Apartment residents. [Order 6, § 106-16-205, filed 7/25/72; Order 1, § 106-16-205, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-205.
106-16-206	Locating legal parking space. [Order 1, § 106-16-206, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-206.
106-16-207	Faculty-staff parking. [Order 1, § 106-16-207, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-207.
106-16-208	Fire lanes and service drives. [Order 1, § 106-16-208, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-208.
106-16-209	Repairs of vehicles. [Order 6, § 106-16-209, filed 7/25/72; Order 1, § 106-16-209, filed 8/13/71.] Repealed by Order 15, filed 8/17/73.
106-16-210	Parking within designated spaces. [Order 1, § 106-16-210, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-210.
106-16-211	Small car parking. [Order 1, § 106-16-211, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-211.
106-16-212	Liability. [Order 1, § 106-16-212, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-212.
106-16-213	Parking trailers, campers, etc. on campus. [Order 6, § 106-16-213, filed 7/25/72.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-213.
106-16-301	Purchasing parking permits. [Order 1, § 106-16-301, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-301.
106-16-302	Purchasers responsibility. [Order 1, § 106-16-302, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-302.
106-16-303	Display of permits. [Order 1, § 106-16-303, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-303.
106-16-304	Disability permit. [Order 1, § 106-16-304, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-304.
106-16-305	Special parking permits. [Order 6, § 106-16-305, filed 7/25/72; Order 1, § 106-16-305, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-305.
106-16-306	Temporary parking permits. [Order 1, § 106-16-306, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-306.
106-16-307	Parking fees per vehicle. [Order 1, § 106-16-307, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-307.
106-16-308	Replacement of parking permit. [Order 1, § 106-16-308, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-308.
106-16-309	Change of residence. [Order 1, § 106-16-309, filed 8/13/71.] Repealed by Order 15, filed 8/17/73.
106-16-310	Contractor and vendor parking permits. [Order 6, § 106-16-310, filed 7/25/72; Order 1, § 106-16-310, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-310.
106-16-311	Parking fee refunds. [Order 1, § 106-16-311, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-311.
106-16-312	Permit revocation. [Order 1, § 106-16-312, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-312.
106-16-401	Definition of a visitor. [Order 6, § 106-16-401, filed 7/25/72; Order 1, § 106-16-401, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-401.

### DISPOSITION OF CHAPTERS FORMERLY CODIFIED IN THIS TITLE

#### Chapter 106-16 PARKING AND TRAFFIC REGULATIONS OF CENTRAL WASHINGTON STATE COLLEGE

106-16-010	General information. [Order 1, § 106-16-010, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-011.
106-16-020	Objectives of parking and traffic rules and regulations. [Order 1, § 106-16-020, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-020.
106-16-030	Applicable traffic rules and regulations. [Order 1, § 106-16-030, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-030.
106-16-040	Authority of college security officers. [Order 1, § 106-16-040, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-040.
106-16-050	Modification of these regulations. [Order 1, § 106-16-050, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-050.
106-16-101	Motor vehicles. [Order 1, § 106-16-101, filed 8/13/71.] Repealed by Order 15, filed 8/17/73.
106-16-102	Faculty-staff and students. [Order 1, § 106-16-102, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-102.
106-16-103	Additional vehicles. [Order 1, § 106-16-103, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-103.
106-16-104	Failure to register. [Order 1, § 106-16-104, filed 8/13/71.] Repealed by Order 15, filed 8/17/73.
106-16-200	Metered parking. [Order 7, § 106-16-200, filed 8/18/72, effective 9/20/72.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-200.
106-16-201	Parking areas. [Order 6, § 106-16-201, filed 7/25/72; Order 1, § 106-16-201, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-201.
106-16-202	No parking areas. [Order 1, § 106-16-202, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-202.
106-16-203	Residence hall parking. [Order 6, § 106-16-203, filed 7/25/72; Order 1, § 106-16-203, filed 8/13/71.] Repealed by Order 15, filed 8/17/73.

- 106-16-402 Responsibility of a visitor. [Order 1, § 106-16-402, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-402.
- 106-16-403 Visitor parking permits. [Order 1, § 106-16-403, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-403.
- 106-16-404 Designated visitor parking areas. [Order 1, § 106-16-404, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-404.
- 106-16-501 Basic speed limit. [Order 1, § 106-16-501, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-501.
- 106-16-601 Citations. [Order 1, § 106-16-601, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see chapter 106-116 WAC.
- 106-16-602 Suggested bail schedule for registration violations. [Order 1, § 106-16-602, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see chapter 106-116 WAC.
- 106-16-603 Suggested bail for parking violations. [Order 1, § 106-16-603, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see chapter 106-116 WAC.
- 106-16-604 Jurisdiction and penalties. [Order 1, § 106-16-604, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-521.
- 106-16-701 Impounding procedures. [Order 1, § 106-16-701, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-701.
- 106-16-702 Inoperative vehicles. [Order 1, § 106-16-702, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-702.
- 106-16-703 Liability. [Order 1, § 106-16-703, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see chapter 106-116 WAC.
- 106-16-801 Motorbike regulations. [Order 1, § 106-16-801, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see chapter 106-116 WAC.
- 106-16-802 Motorbike parking. [Order 1, § 106-16-802, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see chapter 106-116 WAC.
- 106-16-803 Motorbike permits. [Order 1, § 106-16-803, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see chapter 106-116 WAC.
- 106-16-901 Bicycle parking and traffic regulations. [Order 1, § 106-16-901, filed 8/13/71.] Repealed by Order 15, filed 8/17/73. Later promulgation, see WAC 106-116-901.
- Chapter 106-36**  
**ENTERTAINMENT POLICIES**
- 106-36-800 Entertainment policy. [Order 3244, § 106-36-800, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-801 Entertainment defined. [Order 7, § 106-36-801, filed 8/18/72, effective 9/20/72; Order 3244, § 106-36-801, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-802 Festivals. [Order 3244, § 106-36-802, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-805 Approval of entertainment required. [Order 7, § 106-36-805, filed 8/18/72, effective 9/20/72; Order 3244, § 106-36-805, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-820 Responsibilities of the associated students of Central. [Order 3244, § 106-36-820, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-825 Prohibited activities at entertainment presentation. [Order 3244, § 106-36-825, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-830 Obligations of officially recognized student organizations and private entities. [Order 3244, § 106-36-830, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-831 Obligations of officially recognized student organizations and private entities—Deposit of rental fee. [Order 3244, § 106-36-831, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-832 Obligations of officially recognized student organizations and private entities—Damages bond. [Order 7, § 106-36-832, filed 8/18/72, effective 9/20/72; Order 3244, § 106-36-832, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-840 Scheduling responsibilities, requirements, priorities and procedure. [Order 3244, § 106-36-840, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-841 Scheduling responsibilities, requirements, priorities and procedure—Procedure for request. [Order 3244, § 106-36-841, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-842 Scheduling responsibilities, requirements, priorities and procedure—Prohibition of assignments. [Order 3244, § 106-36-842, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-843 Scheduling responsibilities, requirements, priorities and procedure—Requirements for scheduling. [Order 3244, § 106-36-843, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-844 Scheduling responsibilities, requirements, priorities and procedure—Limitation on use of facilities and authority of scheduling officer. [Order 7, § 106-36-844, filed 8/18/72, effective 9/20/72; Order 3244, § 106-36-844, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-845 Requirements for execution of contract and contents. [Order 3244, § 106-36-845, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-846 Requirements for execution of contract and contents—Contract provisions. [Order 3244, § 106-36-846, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-850 Responsibilities of the director of social activities and social activities board. [Order 3244, § 106-36-850, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-860 Authority of athletic director to administer athletic events. [Order 3244, § 106-36-860, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-870 Authority of dean of students to administer recreation program. [Order 3244, § 106-36-870, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- 106-36-880 Authority of academic departments to administer their sponsored public events. [Order 3244, § 106-36-880, filed 12/8/71.] Repealed by Order 17, filed 7/2/74.
- Chapter 106-112**  
**PERSONNEL RULES**
- 106-112-001 Personnel rules. [Order 4, § 106-112-001, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-010 Student employment procedures—Regular student employment. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-010, filed 7/11/78; Order 4, § 106-112-010, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-011 Student employment procedures—Work-study employment. [Order 4, § 106-112-011, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-100 Policy on nepotism. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-100, filed 7/11/78; Order 4073, § 106-112-100, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-101 Policy on nepotism—Exceptions. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-101, filed 7/11/78; Order 4073, § 106-112-101, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-105 Decisions on relatives. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-105, filed 7/11/78; Order 4073, § 106-112-105, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-200 Equal employment opportunity policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-08-025 (Order 44), § 106-112-200, filed 7/13/79; Order 36, § 106-112-200, filed 11/14/77; Order 4074, § 106-112-200, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-210 Establish goals and timetables. [Order 36, § 106-112-210, filed 11/14/77; Order 4074, § 106-112-210, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-220 Complaints of discrimination. [Order 36, § 106-112-220, filed 11/14/77; Order 4074, § 106-112-220, filed

- 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-230 Commitment to affirmative action. [Order 36, § 106-112-230, filed 11/14/77; Order 4074, § 106-112-230, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-240 Nondiscrimination in delivery of services. [Order 36, § 106-112-240, filed 11/14/77.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-300 Pregnancy and maternity leave policy—Introduction. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-300, filed 7/11/78; Order 4075, § 106-112-300, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-301 Purposes. [Order 4075, § 106-112-301, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-310 Hiring pregnant women. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-310, filed 7/11/78; Order 4075, § 106-112-310, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-320 Condition of employment for pregnant women. [Order 4075, § 106-112-320, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-330 Leave for pregnancy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-330, filed 7/11/78; Order 4075, § 106-112-330, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-340 Leave benefits for pregnant women. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-340, filed 7/11/78; Order 4075, § 106-112-340, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-350 Insurance benefits for pregnant women. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-350, filed 7/11/78; Order 4075, § 106-112-350, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-112-360 Marital status as related to pregnancy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-112-360, filed 7/11/78; Order 4075, § 106-112-360, filed 8/23/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- Chapter 106-136**  
**USE OF COLLEGE FACILITIES**
- 106-136-100 Student publications. [Order 4, § 106-136-100, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-101 Student publications—Letters to the editor. [Order 4, § 106-136-101, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-110 Gallery art display policy. [Order 4, § 106-136-110, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-200 Placement service—Employers recruiting on campus. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-200, filed 5/16/79; Order 4, § 106-136-200, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-201 Placement service—Eligibility to register for placement service. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-201, filed 5/16/79; Order 4, § 106-136-201, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-202 Placement service—Placement file. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-202, filed 5/16/79; Order 4, § 106-136-202, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-203 Placement service—Interviews—Priorities. [Order 4, § 106-136-203, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-204 Placement service—Renewal service for alumni. [Order 4, § 106-136-204, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-205 Placement service—Job notification. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-205, filed 5/16/79; Order 26, § 106-136-205, filed 8/1/75; Order 4, § 106-136-205, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-206 Placement service—Reciprocal service. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-206, filed 5/16/79; Order 4, § 106-136-206, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-207 Placement service—Confidentiality. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-207, filed 5/16/79; Order 26, § 106-136-207, filed 8/1/75; Order 4, § 106-136-207, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-208 Placement service—Releasing of information. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-208, filed 5/16/79; Order 4, § 106-136-208, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-209 Fee policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-209, filed 5/16/79; Order 26, § 106-136-209, filed 8/1/75; Order 4, § 106-136-209, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-300 KCAT-AM radio station—Advertising rates. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-300, filed 5/16/79; Order 4, § 106-136-300, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-400 Scheduling office—Duties of the scheduling coordinator. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-400, filed 5/16/79; Order 8, § 106-136-400, filed 9/7/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-410 Use of facilities for campaign purposes. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-410, filed 5/16/79; Order 8, § 106-136-410, filed 9/7/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-411 Use of facilities for campaign purposes—Requirements. [Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 84-12-027 (Order 56), § 106-136-411, filed 5/29/84. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-411, filed 5/16/79; Order 8, § 106-136-411, filed 9/7/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

106-136-501	Facilities scheduling and use policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-501, filed 5/16/79; Order 12, § 106-136-501, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-591	filed 5/16/79; Order 12, § 106-136-591, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-510	Definitions. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-510, filed 5/16/79; Order 12, § 106-136-510, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-600	Entertainment policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-600, filed 10/4/78; Order 17, § 106-136-600, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-520	Available space. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-520, filed 5/16/79; Order 12, § 106-136-520, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-601	Entertainment defined. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-601, filed 5/16/79; 78-10-106 (Order 41), § 106-136-601, filed 10/4/78; Order 17, § 106-136-601, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-521	Available space—Listing of space or premises available for leasing or renting. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-521, filed 5/16/79; Order 12, § 106-136-521, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-602	Festivals. [Order 17, § 106-136-602, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-522	Available space—Priority for use. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-522, filed 5/16/79; Order 12, § 106-136-522, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-605	Approval of entertainment required. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-605, filed 10/4/78; Order 17, § 106-136-605, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-523	Available space—Classrooms. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-523, filed 5/16/79; Order 12, § 106-136-523, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-620	Responsibilities of the associated students of Central. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-620, filed 5/16/79; 78-10-106 (Order 41), § 106-136-620, filed 10/4/78; Order 17, § 106-136-620, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-524	Available space—Lease requirement. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-524, filed 5/16/79; Order 12, § 106-136-524, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-625	Prohibited activities at entertainment presentation. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-625, filed 5/16/79; Order 17, § 106-136-625, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-525	Available space—Leasing fee or rental rate. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-525, filed 5/16/79; Order 12, § 106-136-525, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-630	Obligations of officially recognized student organizations and private entities. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-630, filed 5/16/79; 78-10-106 (Order 41), § 106-136-630, filed 10/4/78; Order 17, § 106-136-630, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-526	Available space—Scheduling deadlines. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-526, filed 5/16/79; Order 12, § 106-136-526, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-631	Obligations of officially recognized student organizations and private entities—Deposit of rental fee. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-631, filed 10/4/78; Order 17, § 106-136-631, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-527	Available space—Prohibition. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-527, filed 5/16/79; Order 12, § 106-136-527, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-632	Obligations of officially recognized student organizations and private entities—Damages bond. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-632, filed 10/4/78; Order 17, § 106-136-632, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-528	Available space—Limitations. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-528, filed 5/16/79; Order 12, § 106-136-528, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-640	Scheduling responsibilities, requirements, priorities and procedure. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-640, filed 10/4/78; Order 17, § 106-136-640, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-529	Available space—Authority of scheduling coordinator. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-529, filed 5/16/79; Order 12, § 106-136-529, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-641	Scheduling responsibilities, requirements, priorities and procedure—Procedure for request. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-641, filed 10/4/78; Order 17, § 106-136-641, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-136-590	Resolution of conflicts with other university policies. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-590, filed 5/16/79; Order 13, § 106-136-590, filed 5/4/73; Order 12, § 106-136-590, filed 4/11/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).	106-136-642	Scheduling responsibilities, requirements, priorities and procedure—Prohibition of assignments. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-642, filed 10/4/78; Order 17, § 106-136-642, filed 7/2/74.] Repealed by 86-23-007
106-136-591	Resolution of conflicts with other university policies—Commercial enterprise. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), §		

- (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-643 Scheduling responsibilities, requirements, priorities and procedure—Requirements for scheduling. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-643, filed 5/16/79; 78-10-106 (Order 41), § 106-136-643, filed 10/4/78; Order 17, § 106-136-643, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-644 Scheduling responsibilities, requirements, priorities and procedure—Limitations on use of facilities. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-644, filed 5/16/79; 78-10-106 (Order 41), § 106-136-644, filed 10/4/78; Order 17, § 106-136-644, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-645 Scheduling responsibilities, requirements, priorities and procedure—Requirements for execution of contract and contents. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-645, filed 10/4/78; Order 17, § 106-136-645, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-646 Scheduling responsibilities, requirements, priorities and procedure—Contract provisions. [Order 17, § 106-136-646, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-650 Entertainment responsibilities. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-650, filed 10/4/78; Order 17, § 106-136-650, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-660 Authority of athletic director to administer athletic events. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-136-660, filed 10/4/78; Order 17, § 106-136-660, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-670 Authority of dean of student development to administer recreation program. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-670, filed 5/16/79; 78-10-106 (Order 41), § 106-136-670, filed 10/4/78; Order 17, § 106-136-670, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-680 Authority of academic departments to administer their sponsored public events. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-680, filed 5/16/79; 78-10-106 (Order 41), § 106-136-680, filed 10/4/78; Order 17, § 106-136-680, filed 7/2/74.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-900 Use of computer facilities policy. [Order 2, § 106-136-900, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-910 Use of computer facilities by students, faculty and staff. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-910, filed 5/16/79; Order 2, § 106-136-910, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-911 Use of computer facilities by students, faculty and staff—Instructional requirements. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-911, filed 5/16/79; Order 2, § 106-136-911, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-912 Use of computer facilities by students, faculty and staff—Times of availability. [Order 2, § 106-136-912, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

- 106-136-915 Accessibility of computer facilities for use. [Order 2, § 106-136-915, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-136-920 Type of use permitted. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-136-920, filed 5/16/79; Order 2, § 106-136-920, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

#### Chapter 106-164 BID PROCEDURES

- 106-164-901 Bond bid policies and procedures. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-164-901, filed 7/11/78; Order 2, § 106-164-901, filed 1/13/72, effective 2/21/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-164-910 Bond bid procedures and requirements. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-164-910, filed 7/11/78; Order 2, § 106-164-910, filed 1/13/72, effective 2/21/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-164-911 Bond bid procedures and requirements—Availability and submission requirements. [Order 2, § 106-164-911, filed 1/13/72, effective 2/21/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-164-912 Bond bid procedures and requirements—Time of filing and late bids. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-164-912, filed 7/11/78; Order 2, § 106-164-912, filed 1/13/72, effective 2/21/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-164-913 Bond bid procedures and requirements—Bid opening. [Order 2, § 106-164-913, filed 1/13/72, effective 2/21/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-164-914 Bond bid procedures and requirements—Board action on bids. [Order 2, § 106-164-914, filed 1/13/72, effective 2/21/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

#### Chapter 106-08 WAC PRACTICE AND PROCEDURE

##### WAC

- 106-08-001 Regular meetings.
- 106-08-002 Formal hearing policy.
- 106-08-005 Definitions.
- 106-08-010 Adoption of model rules of procedure.
- 106-08-020 Appointment of presiding officers.
- 106-08-030 Application for adjudicative proceeding.
- 106-08-040 Adjudicative proceedings open.
- 106-08-050 Brief adjudicative procedures.
- 106-08-060 Discovery in adjudicative proceedings.
- 106-08-070 Method of recording.
- 106-08-080 Recording devices.
- 106-08-090 Service of process—By whom served.
- 106-08-100 Petitions for stay of effectiveness.
- 106-08-110 Service of process—Service upon parties.
- 106-08-120 Transmittal of initial orders.
- 106-08-130 Service of process—When service complete.
- 106-08-140 Service of process—Filing with agency.
- 106-08-230 Depositions and interrogatories in contested cases—  
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- 106-08-240 Depositions and interrogatories in contested cases—  
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- 106-08-250 Depositions and interrogatories in contested cases—  
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- 106-08-260 Depositions and interrogatories in contested cases—  
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106-08-290	Depositions and interrogatories in contested cases— Recordation.
106-08-300	Depositions and interrogatories in contested cases— Signing attestation and return.
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106-08-420	Duties of hearing officers.
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106-08-440	Definition of issues before hearing.
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106-08-460	Rules of evidence—Admissibility criteria.
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106-08-480	Form and content of decisions in contested cases.

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

106-08-500	Petitions for rule-making, amendment or repeal—Who may petition. [Order 3244, § 106-08-500, filed 12/8/71.] Repealed by Order 5, filed 7/20/72.
106-08-510	Petitions for rule-making, amendment or repeal—Req- uisites. [Order 3244, § 106-08-510, filed 12/8/71.] Repealed by Order 5, filed 7/20/72.
106-08-520	Petitions for rule-making, amendment or repeal— Agency must consider. [Order 3244, § 106-08-520, filed 12/8/71.] Repealed by Order 5, filed 7/20/72.
106-08-530	Petitions for rule-making, amendment or repeal— Notice of disposition. [Order 3244, § 106-08-530, filed 12/8/71.] Repealed by Order 5, filed 7/20/72.

**WAC 106-08-001 Regular meetings.** The regular meetings of the board of trustees of Central Washington University shall be held in Room 412 in Barge Hall on the Central Washington University campus in Ellensburg, Washington.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-001, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-08-001, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-08-001, filed 5/16/79; 78-12-023 (Order 42), § 106-08-001, filed 11/14/78; 78-08-011 (Order 39), § 106-08-001, filed 7/11/78; Order 3244, § 106-08-001, filed 12/8/71.]

**WAC 106-08-002 Formal hearing policy.** In each instance that a formal hearing is required by institutional policy or chapter 34.05 RCW, the provisions of WAC 106-08-002 through 106-08-999 shall be applicable.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-002, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-002, filed 12/8/71.]

**WAC 106-08-005 Definitions.** As used herein, the term "agency" shall mean the board of trustees of Central Washington University or any duly appointed hearing officer or officers.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-08-005, filed 7/11/78; Order 3244, § 106-08-005, filed 12/8/71.]

**WAC 106-08-010 Adoption of model rules of procedure.** The model rules of procedure adopted by the chief

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administrative law judge pursuant to RCW 34.05.250, as now or hereafter amended, are hereby adopted for use at this institution. Those rules may be found in chapter 10-08 WAC. Other procedural rules adopted in this title are supplementary to the model rules of procedure. In the case of a conflict between the model rules of procedure and procedural rules adopted in this title, the procedural rules adopted by this institution shall govern. Rules adopted at this institution prior to July 1, 1989, remain in full force and effect unless specifically repealed or amended.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-010, filed 10/31/91, effective 12/1/91; Order 3244, § 106-08-010, filed 12/8/71.]

**WAC 106-08-020 Appointment of presiding officers.**

The president or president's designee shall designate a presiding officer for an adjudicative proceeding. The presiding officer shall be an administrative law judge, a member in good standing of the Washington State Bar Association, a panel of individuals, the president or his or her designee, or any combination of the above. Where more than one individual is designated to be the presiding officer, one person shall be designated by the president or president's designee to make decisions concerning discovery, closure, means of recording adjudicative proceedings, and similar matters.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-020, filed 10/31/91, effective 12/1/91.]

**WAC 106-08-030 Application for adjudicative proceeding.** An application for an adjudicative proceeding shall be in writing. Application forms are available at the following address:

Business Office  
Central Washington University  
Ellensburg, WA 98926

Written application for an adjudicative proceeding should be submitted to the above address within twenty days of the agency action giving rise to the application, unless provided for otherwise by statute or rule.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-030, filed 10/31/91, effective 12/1/91.]

**WAC 106-08-040 Adjudicative proceedings open.** All adjudicative proceedings shall be open to the public, with the exception of student, faculty, and administrative, civil service-exempt disciplinary proceedings unless the subject of the proceedings chooses an open proceeding.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-040, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-040, filed 10/31/91, effective 12/1/91.]

**WAC 106-08-050 Brief adjudicative procedures.** This rule is adopted in accordance with RCW 34.05.482 through 34.05.494, the provisions of which are hereby adopted. Brief adjudicative procedures shall be used in all matters related to:

(1) Residency determinations made pursuant to RCW 28B.15.013, conducted by the admissions office;

- (2) Challenges to contents of education records;
- (3) Student conduct proceedings. The procedural rules in chapter 106-120 WAC apply to these proceedings;
- (4) Parking violations. The procedural rules in chapter 106-116 WAC apply to these proceedings;
- (5) Outstanding debts owed by students or employees;
- (6) Loss of eligibility for participation in institution-sponsored athletic events, pursuant to chapter 106-122 WAC.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-050, filed 10/31/91, effective 12/1/91.]

**WAC 106-08-060 Discovery in adjudicative proceedings.** Discovery in adjudicative proceedings may be permitted at the discretion of the presiding officer. In permitting discovery, the presiding officer shall make reference to the civil rules of procedure. The presiding officer shall have the power to control the frequency and nature of discovery permitted, and to order discovery conferences to discuss discovery issues.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-060, filed 10/31/91, effective 12/1/91.]

**WAC 106-08-070 Method of recording.** Proceedings shall be recorded by a method determined by the presiding officer, among those available pursuant to the model rules of procedure in WAC 10-08-170.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-070, filed 10/31/91, effective 12/1/91.]

**WAC 106-08-080 Recording devices.** No cameras or recording devices shall be allowed in those parts of proceedings which the presiding officer has determined shall be closed pursuant to WAC 106-08-040, except for the method of official recording selected by the institution.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-080, filed 10/31/91, effective 12/1/91. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-08-080, filed 7/11/78; Order 3244, § 106-08-080, filed 12/8/71.]

**WAC 106-08-090 Service of process—By whom served.** The agency shall cause to be served all orders, notices and other papers issued by it, together with any other papers which it is required by law to serve. Every other paper shall be served by the party filing it.

[Order 3244, § 106-08-090, filed 12/8/71.]

**WAC 106-08-100 Petitions for stay of effectiveness.** Disposition of a petition for stay of effectiveness of a final order shall be made by the official, officer, or body of officers, who entered the final order.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-100, filed 10/31/91, effective 12/1/91; Order 3244, § 106-08-100, filed 12/8/71.]

**WAC 106-08-110 Service of process—Service upon parties.** The final order, and any other paper required to be served by the agency upon a party, shall be served upon such party or upon the agent designated by him or her or by law to receive service of such papers, and a copy shall be furnished to counsel of record.

(1999 Ed.)

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-110, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-110, filed 12/8/71.]

**WAC 106-08-120 Transmittal of initial orders.** Initial orders prepared in compliance with RCW 34.05.461 shall be transmitted to the president, who in turn shall enter a final order after considering the record and evidence.

[Statutory Authority: RCW 28B.35.120(12). 91-22-037 (Order CWU AO 68), § 106-08-120, filed 10/31/91, effective 12/1/91; Order 3244, § 106-08-120, filed 12/8/71.]

**WAC 106-08-130 Service of process—When service complete.** Service upon parties shall be regarded as complete: By mail, upon deposit in the United States mail properly stamped and addressed; by telegraph, when deposited with a telegraph company properly addressed and with charges prepaid.

[Order 3244, § 106-08-130, filed 12/8/71.]

**WAC 106-08-140 Service of process—Filing with agency.** Papers required to be filed with the agency shall be deemed filed upon actual receipt by the secretary of the agency at Ellensburg, Washington, accompanied by proof of service upon parties required to be served.

[Order 3244, § 106-08-140, filed 12/8/71.]

**WAC 106-08-230 Depositions and interrogatories in contested cases—Right to take.** Except as may be otherwise provided, any party may take the testimony of any person, including a party, by deposition upon oral examination or written interrogatories for use as evidence in the proceeding, except that leave must be obtained if notice of the taking is served by a proponent within twenty days after the filing of a complaint, application or petition. Depositions shall be taken only in accordance with this rule.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-230, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-230, filed 12/8/71.]

**WAC 106-08-240 Depositions and interrogatories in contested cases—Scope.** Unless otherwise ordered, the deponent may be examined regarding any matter not privileged, which is relevant to the subject matter involved in the proceeding.

[Order 3244, § 106-08-240, filed 12/8/71.]

**WAC 106-08-250 Depositions and interrogatories in contested cases—Officer before whom taken.** Within the United States or within a territory or insular possession subject to the dominion of the United States depositions shall be taken before an officer authorized to administer oaths by the laws of the state of Washington or of the place where the examination is held; within a foreign country, depositions shall be taken before a secretary of an embassy or legation, consul general, vice consul or consular agent of the United States, or a person designated by the agency or agreed upon by the parties by stipulation in writing filed with the agency. Except by stipulation, no deposition shall be taken before a person who is a party or the privy of a party, or a privy of any

counsel of a party, or who is financially interested in the proceedings.

[Order 3244, § 106-08-250, filed 12/8/71.]

**WAC 106-08-260 Depositions and interrogatories in contested cases—Authorization.** A party desiring to take the deposition of any person upon oral examination shall give reasonable notice of not less than three days in writing to the agency and all parties. The notice shall state the time and place for taking the deposition, the name and address of each person to be examined, if known, and if the name is not known, a general description sufficient to identify the person or the particular class or group to which the person belongs. On motion of a party upon whom the notice is served, the agency may for cause shown, enlarge or shorten the time. If the parties so stipulate in writing, depositions may be taken before any person, at any time or place, upon any notice and in any manner and when so taken may be used as other depositions.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-260, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-260, filed 12/8/71.]

**WAC 106-08-270 Depositions and interrogatories in contested cases—Protection of parties and deponents.** After notice is served for taking a deposition, upon its own motion or upon motion reasonably made by any party or by the person to be examined and upon notice and for good cause shown, the agency may make an order that the deposition shall not be taken, or that it may be taken only at some designated place other than that stated in the notice, or that it may be taken only on written interrogatories, or that certain matters shall not be inquired into, or that the scope of the examination shall be limited to certain matters, or that the examination shall be held with no one present except the parties to the action and their officers or counsel, or that after being sealed, the deposition shall be opened only by order of the agency, or that business secrets or secret processes, developments, or research need not be disclosed, or that the parties shall simultaneously file specified documents or information enclosed in sealed envelopes to be opened as directed by the agency; or the agency may make any other order which justice requires to protect the party or witness from annoyance, embarrassment, or oppression. At any time during the taking of the deposition, on motion of any party or of the deponent and upon a showing that the examination is being conducted in bad faith or in such manner as unreasonably to annoy, embarrass, or oppress the deponent or party, the agency may order the officer conducting the examination to cease forthwith from taking the deposition, or may limit the scope and manner of the taking of the deposition as above provided. If the order made terminates the examination, it shall be resumed thereafter only upon the order of the agency. Upon demand of the objecting party or deponent, the taking of the deposition shall be suspended for the time necessary to make a motion for an order.

[Order 3244, § 106-08-270, filed 12/8/71.]

**WAC 106-08-280 Depositions and interrogatories in contested cases—Oral examination and cross-examina-**

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**tion.** Examination and cross-examination shall proceed as at an oral hearing. In lieu of participating in the oral examination, any party served with notice of taking a deposition may transmit written cross interrogatories to the officer who, without first disclosing them to any person, and after the direct testimony is complete, shall propound them seriatim to the deponent and record or cause the answers to be recorded verbatim.

[Order 3244, § 106-08-280, filed 12/8/71.]

**WAC 106-08-290 Depositions and interrogatories in contested cases—Recordation.** The officer before whom the deposition is to be taken shall put the witness on oath and shall personally or by someone acting under the officer's direction and in the officer's presence, record the testimony by typewriter directly or by transcription from stenographic notes, wire or record recorders, which record shall separately and consecutively number each interrogatory. Objections to the notice, qualifications of the officer taking the deposition, or to the manner of taking it, or to the evidence presented or to the conduct of the officer, or of any party, shall be noted by the officer upon the deposition. All objections by any party not so made are waived.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-290, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-290, filed 12/8/71.]

**WAC 106-08-300 Depositions and interrogatories in contested cases—Signing attestation and return.** (1) When the testimony is fully transcribed the deposition shall be submitted to the witness for examination and shall be read to or by the witness, unless such examination and reading are waived by the witness and by the parties. Any changes in form or substance which the witness desires to make shall be entered upon the deposition by the officer with a statement of the reasons given by the witness for making them. The deposition shall then be signed by the witness, unless the parties by stipulation waive the signing or the witness is ill or cannot be found or refuses to sign. If the deposition is not signed by the witness, the officer shall sign it and state on the record the fact of the waiver or of the illness or absence of the witness or the fact of the refusal to sign together with the reason, if any, given therefore; and the deposition may then be used as fully as though signed, unless on a motion to suppress the agency holds that the reasons given for the refusal to sign require rejection of the deposition in whole or in part.

(2) The officer shall certify on the deposition that the witness was duly sworn by him or her and that the deposition is a true record of the testimony given by the witness. The officer shall then securely seal the deposition in an envelope endorsed with the title of proceeding and marked "Deposition of (here insert name of witness)" and shall promptly send it by registered or certified mail to the agency for filing. The party taking the deposition shall give prompt notice of its filing to all other parties. Upon payment of reasonable charges therefore, the officer shall furnish a copy of the deposition to any party or to the deponent.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-300, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-300, filed 12/8/71.]

**WAC 106-08-310 Depositions and interrogatories in contested cases—Use and effect.** Subject to rulings by the agency upon objections a deposition taken and filed as provided in this rule will not become a part of the record in the proceeding until received in evidence by the agency upon its own motion or the motion of any party. Except by agreement of the parties or ruling of the agency, a deposition will be received only in its entirety. A party does not make a party, or the privy of a party, or any hostile witness his or her witness by taking a deposition. Any party may rebut any relevant evidence contained in a deposition whether introduced by him or her or any other party.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-310, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-310, filed 12/8/71.]

**WAC 106-08-320 Depositions and interrogatories in contested cases—Fees of officers and deponents.** Deponents whose depositions are taken and the officers taking the same shall be entitled to the same fees as are paid for like services in the superior courts of the state of Washington, which fees shall be paid by the party at whose instance the depositions are taken.

[Order 3244, § 106-08-320, filed 12/8/71.]

**WAC 106-08-330 Depositions upon interrogatories—Submission of interrogatories.** Where the deposition is taken upon written interrogatories, the party offering the testimony shall separately and consecutively number each interrogatory and file and serve them with a notice stating the name and address of the person who is to answer them and the name or descriptive title and address of the officer before whom they are to be taken. Within ten days thereafter a party so served may serve cross-interrogatories upon the party proposing to take the deposition. Within five days thereafter, the latter may serve redirect interrogatories upon the party who served cross-interrogatories.

[Order 3244, § 106-08-330, filed 12/8/71.]

**WAC 106-08-340 Depositions upon interrogatories—Interrogation.** Where the interrogatories are forwarded to an officer authorized to administer oaths as provided in WAC 106-08-250 the officer taking the same after duly swearing the deponent, shall read to the deponent seriatim, one interrogatory at a time and cause the same and the answer thereto to be recorded before the succeeding interrogatory is asked. No one except the deponent, the officer, and the court reporter or stenographer recording and transcribing it shall be present during the interrogation.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-340, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-340, filed 12/8/71.]

**WAC 106-08-350 Depositions upon interrogatories—Attestation and return.** The officer before whom interrogatories are verified or answered shall:

(1) Certify under the officer's official signature and seal that the deponent was duly sworn by him or her, that the interrogatories and answers are a true record of the deponent's testimony, that no one except deponent, the officer and

the stenographer were present during the taking, and that neither the officer nor the stenographer is a party, privy to a party, or interested in the event of the proceedings, and

(2) Promptly send by registered or certified mail the original copy of the deposition and exhibits with the officer's attestation to the agency, one copy to the counsel who submitted the interrogatories and another copy to the deponent.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-350, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-350, filed 12/8/71.]

**WAC 106-08-360 Depositions upon interrogatories—Provisions of deposition rule.** In all other respects, depositions upon interrogatories shall be governed by the previous deposition rule.

[Order 3244, § 106-08-360, filed 12/8/71.]

**WAC 106-08-400 Hearing officers.** In each instance that a formal hearing is required by institutional policy or chapter 34.05 RCW, and upon receipt of a request for a formal hearing filed in accordance with chapter 34.05 RCW, the chair, vice-chair, or another member of the board of trustees, on the basis of longevity and in the preceding order, may appoint one or more hearing officers, not to exceed three for any one hearing, to preside over, conduct and make proposals for decisions, including findings of fact and conclusions of law, in each instance, and shall afford an opportunity for a formal hearing after not less than ten days notice and provide such individual requesting formal hearing with notice of the hearing in accordance with the provisions of chapter 34.05 RCW.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-400, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-400, filed 12/8/71.]

**WAC 106-08-410 Hearing procedures.** Each hearing shall be conducted in the manner provided for in these rules and in chapter 34.05 RCW.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-410, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-410, filed 12/8/71.]

**WAC 106-08-420 Duties of hearing officers.** (1) All hearing officers appointed in accordance with WAC 106-08-400 shall conduct hearings in the same manner and shall have the same authority as provided in hearings by the board of trustees as set forth in these rules and in chapter 34.05 RCW: *Provided*, That hearing officers shall only make proposals for decisions.

(2) The proposals for decisions and findings of fact and conclusions of law shall be forthwith served upon the parties and transmitted to the board of trustees, together with a record of the proceeding. Within thirty days of service of such proposal for decisions, any party adversely affected may file exceptions, and thereafter all parties may present written argument to the board of trustees, which shall consider the whole record or such portions as may be cited by the parties, and after such review the board shall announce its decision and final action to be taken.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-420, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-420, filed 12/8/71.]

**WAC 106-08-430 Stipulations and admissions of record.** The existence or nonexistence of a material fact, as made or agreed in a stipulation or in an admission of record, will be conclusively presumed against any party bound thereby, and no other evidence with respect thereto will be received upon behalf of such party, provided:

(1) Upon whom binding. Such a stipulation or admission is binding upon the parties by whom it is made, their privies and upon all other parties to the proceeding who do not expressly and unequivocally deny the existence or nonexistence of the material fact so admitted or stipulated, upon the making thereof, if made on the record at a prehearing conference, oral hearing, oral argument, or by a writing filed and served upon all parties within five days after a copy of such stipulation or admission has been served upon them;

(2) Withdrawal. Any party bound by a stipulation or admission of record at any time prior to final decision may be permitted to withdraw the same in whole or in part by showing to the satisfaction of the agency that such stipulation or admission was made inadvertently or under a bona fide mistake of fact contrary to the true fact and that its withdrawal at the time proposed will not unjustly prejudice the rights of other parties to the proceeding.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-430, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-430, filed 12/8/71.]

**WAC 106-08-440 Definition of issues before hearing.** In all proceedings the issues to be adjudicated shall be made initially as precise as possible, in order that the agency may proceed promptly to conduct the hearings on relevant and material matter only.

[Order 3244, § 106-08-440, filed 12/8/71.]

**WAC 106-08-450 Continuances.** Any party who desires a continuance shall, immediately upon receipt of notice of a hearing, or as soon thereafter as facts requiring such continuance come to his or her knowledge, notify the agency of said desire, stating in detail the reasons why such continuance is necessary. The agency, in passing upon a request for continuance, shall consider whether such request was promptly and timely made. For good cause shown, the agency may grant such a continuance and may at any time order a continuance upon its motion. During a hearing, if it appears in the public interest or in the interest of justice that further testimony or argument should be received, the agency may in its discretion continue the hearing and fix the date for introduction of additional evidence or presentation of argument. Such oral notice shall constitute final notice of such continued hearing.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-450, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-450, filed 12/8/71.]

**WAC 106-08-460 Rules of evidence—Admissibility criteria.** Subject to the other provisions of these rules, all relevant evidence is admissible which, in the opinion of the

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agency is the best evidence reasonably obtainable, having due regard for its necessity, availability, and trustworthiness. In passing upon the admissibility of evidence, the agency shall give consideration to, but shall not be bound to follow, the rules of evidence governing civil proceedings, in matters not involving trial by jury, in the superior court of the state of Washington.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-08-460, filed 9/30/94, effective 10/31/94; Order 3244, § 106-08-460, filed 12/8/71.]

**WAC 106-08-470 Tentative admission—Exclusion—Discontinuance—Objections.** When objection is made to the admissibility of evidence, such evidence may be received subject to a later ruling. The agency may, in its discretion, either with or without objection, exclude inadmissible evidence or order cumulative evidence discontinued. Parties objecting to the introduction of evidence shall state the precise grounds of such objection at the time such evidence is offered.

[Order 3244, § 106-08-470, filed 12/8/71.]

**WAC 106-08-480 Form and content of decisions in contested cases.** Every decision and order, whether proposed, initial, or final, shall:

- (1) Be correctly captioned as to name of agency and name of proceeding;
- (2) Designate all parties and counsel to the proceeding;
- (3) Include a concise statement of the nature and background of the proceeding;
- (4) Be accompanied by appropriate numbered findings of fact and conclusions of law;
- (5) Whenever practical, the conclusions of law shall include the reason or reasons for the particular order or remedy afforded;
- (6) Wherever practical, the conclusions and/or order shall be referenced to specific provisions of the law and/or regulations appropriate thereto, together with reasons and precedents relied upon to support the same.

[Order 3244, § 106-08-480, filed 12/8/71.]

## Chapter 106-20 WAC ORGANIZATION

### WAC

106-20-100 Organization—Operation—Information.

**WAC 106-20-100 Organization—Operation—Information.** (1) Organization. Central Washington University is established in Title 28B RCW as a public institution of higher education. The institution is governed by a seven-member board of trustees, appointed by the governor. The board employs a president, who acts as the chief executive officer of the institution. The president establishes the structure of the administration.

(2) Operation. The administration office is located at the following address:

Business Office  
Central Washington University

400 East 8th Avenue  
Ellensburg, WA 98926-7481

The office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, except legal holidays. Educational operations are also located at the following addresses:

CWU Lynnwood Center  
20000 68th Avenue West SKB  
Lynnwood, WA 98036

CWU SeaTac Center  
2450 South 142nd St  
SeaTac, WA 98188

CWU Steilacoom Center  
9401 Farwest Drive SW  
Tacoma, WA 98498

CWU Yakima Center  
P.O. Box 1647  
16th Avenue and Nob Hill Blvd  
Yakima, WA 98907

(3) Information. Additional and detailed information concerning educational offerings may be obtained from the catalog, copies of which are available at the following address:

Academic Services  
Central Washington University  
400 East 8th Avenue  
Ellensburg, WA 98926-7463

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-20-062 (Order CWU AO 73), § 106-20-100, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12), 91-23-031 (Order CWU AO 69), § 106-20-100, filed 11/12/91, effective 12/13/91.]

**Chapter 106-50 WAC  
RULES COORDINATOR**

**WAC**  
106-50-100 Address of rules coordinator.

**WAC 106-50-100 Address of rules coordinator.** The rules coordinator for this institution shall have an office in the following location:

President's Office  
Central Washington University  
400 East 8th Avenue  
Ellensburg, WA 98926-7501

The office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, except legal holidays.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-20-062 (Order CWU AO 73), § 106-50-100, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12), 91-23-031 (Order CWU AO 69), § 106-50-100, filed 11/12/91, effective 12/13/91.]

(1999 Ed.)

**Chapter 106-72 WAC**

**AFFIRMATIVE ACTION POLICY/GRIEVANCE PROCEDURE**

<b>WAC</b>	
106-72-005	Equal opportunity/affirmative action in employment.
106-72-015	Annual workforce analysis.
106-72-025	Equal opportunity for students.
106-72-130	Procedures, rules, and regulations—Contracts and contractors.
106-72-150	Procedures, rules, and regulations—Student employment.
106-72-200	Procedures, rules, and regulations—Student services.
106-72-220	Procedures, rules, and regulations—Academic program.
106-72-250	Procedures, rules, and regulations—Government contracts.
106-72-400	Affirmative action grievance procedure.
106-72-410	Informal grievance procedure.
106-72-420	Formal grievance procedure.
106-72-430	Formal grievance procedure—Acknowledgement of written complaint.
106-72-440	Formal grievance procedure—Grievance committee.
106-72-450	Formal grievance procedure—Distribution of copies of complaint.
106-72-460	Formal grievance procedure—Appointment of investigating officer.
106-72-470	Formal grievance procedure—Responsibilities of investigating officer.
106-72-480	Formal grievance procedure—Separate meetings with complainant and respondent/filing investigative report.
106-72-490	Formal grievance procedure—Committee recommendation.
106-72-500	Formal grievance procedure—Written committee report.
106-72-510	Formal grievance procedure—Proceeding notice.
106-72-520	Adjudicative proceeding—Challenges.
106-72-530	Adjudicative proceeding—Expeditious conduct.
106-72-540	Adjudicative proceeding—Availability of necessary parties.
106-72-550	Adjudicative proceeding—Counsel.
106-72-560	Adjudicative proceeding—Confidentiality.
106-72-570	Adjudicative proceeding—Responsibilities of parties.
106-72-580	Adjudicative proceeding—Rights of parties.
106-72-590	Adjudicative proceeding—Powers of proceeding panel.
106-72-600	Findings of grievance committee.
106-72-610	Appeal procedure.

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

106-72-010	General policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-010, filed 7/11/78; Order 3274, § 106-72-010, filed 12/6/71.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-72-100	Procedures, rules, and regulations—Employment, job placement, and promotion. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-100, filed 7/11/78; Order 3274, § 106-72-100, filed 12/6/71.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-72-110	Procedures, rules, and regulations—Academic personnel. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-110, filed 7/11/78; Order 3274, § 106-72-110, filed 12/6/71.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-72-120	Procedures, rules, and regulations—Nonacademic personnel. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-120, filed 7/11/78; Order 3274, § 106-72-120, filed 12/6/71.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-72-140	Procedures, rules, and regulations—Suppliers. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-140, filed 7/11/78; Order 3274, § 106-72-140, filed 12/6/71.] Repealed by 86-23-

- 007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-72-230 Procedures, rules, and regulations—Community relations. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-72-230, filed 7/11/78; Order 3274, § 106-72-230, filed 12/6/71.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-72-260 Procedures, rules, and regulations—Implementation and administration—Human rights commission. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-72-260, filed 7/11/78; Order 3274, § 106-72-260, filed 12/6/71.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-72-270 Procedures, rules, and regulations—Grievance procedure. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-72-270, filed 7/11/78; Order 3274, § 106-72-270, filed 12/6/71.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

**WAC 106-72-005 Equal opportunity/affirmative action in employment.** Central Washington University is an equal opportunity employer. The university will:

(1) Recruit, hire, train, and promote persons in all job titles, without regard to race, color, creed, religion, national origin, age, sex, sexual orientation, marital status, disability, or status as a disabled veteran or Vietnam-era veteran.

(2) Ensure that all personnel actions such as compensation, benefits, transfers, terminations, layoffs, return from layoff, reductions in force (RIF), university-sponsored training, education, tuition assistance, and social and recreation programs, will be administered without regard to race, color, creed, religion, national origin, age, sex, sexual orientation, marital status, disability, or status as a disabled veteran or Vietnam-era veteran.

Central Washington University is committed to affirmative action for Asians, Blacks, Hispanics, Native Americans, women, persons forty years of age or older, persons of disability, disabled veterans and Vietnam-era veterans. This commitment is expressed through the university's efforts to eliminate barriers to equal employment opportunity and improve employment opportunities encountered by these protected groups.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 96-02-013 § 106-72-005, filed 12/21/95, effective 1/21/96; 94-20-062 (Order CWU AO 73), § 106-72-005, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12). 92-02-006, § 106-72-005, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-005, filed 11/7/86.]

**WAC 106-72-015 Annual workforce analysis.** (1) The affirmative action office will conduct an annual workforce analysis for each academic department and a separate utilization analysis for protected group members (i.e., minorities, women, Vietnam-era and disabled veterans, persons of disability, and persons over the age of forty in each major job group. The university will set forth specific goals and timetables where underutilization is identified. Underutilization is defined as having fewer protected group members in a particular job than would reasonably be expected by their availability. (Higher Education Guidelines, Executive Order 11246.)

(2) The university and each organizational unit will make every possible effort to recruit and employ qualified

minorities and women to fill vacancies in order to achieve its goals, searching for personnel in areas and channels previously unexplored to the extent necessary to overcome underutilization. Before each vacancy can be officially filled, a designee of the affirmative action office or the personnel services office must certify that the appropriate recruitment and hiring procedures have been followed.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-72-015, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12). 92-02-006, § 106-72-015, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-015, filed 11/7/86.]

**WAC 106-72-025 Equal opportunity for students.** Central Washington University will provide students equal access to all programs and services on the basis of merit without regard to race, color, religion, national origin, age, sex, sexual orientation, marital status, disability, or status as a disabled veteran or Vietnam-era veteran.

No person will be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity sponsored by the university including, but not limited to, admissions, academic programs, student employment, counseling and guidance services, financial aid, recreational activities, and intercollegiate athletics.

Programs may be developed by the university, however, for special student populations as affirmative action measures to overcome the effects of past discrimination.

No member of the university community shall treat students differently because of their race, color, religion, national origin, age, sex, sexual orientation, marital status, disability (except to provide reasonable accommodation), or status as a disabled veteran or Vietnam-era veteran. The university has established mechanisms to address complaints to discriminatory treatment, including harassing behaviors (e.g., physical, verbal, graphic, or written) which might lead to the creation of a hostile environment.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 96-02-013 § 106-72-025, filed 12/21/95, effective 1/21/96; 94-20-062 (Order CWU AO 73), § 106-72-025, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12). 92-02-006, § 106-72-025, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-025, filed 11/7/86.]

**WAC 106-72-130 Procedures, rules, and regulations—Contracts and contractors.** The business manager, through the director of auxiliary services, director of facilities management, director of business services and contracts, and the director of facilities planning and construction shall comply with federal, state, and local nondiscrimination policies and procedures when soliciting bids on all contracts for construction, goods, and services. Bids will be solicited by women and minority group vendors and contractors. Agencies engaged in business with the university will be notified in writing of the university's affirmative action program and asked to provide a statement of nondiscrimination.

In the case of federal contracts for research grants and awards, the office of graduate studies will be charged with development and inclusion in any contract a statement of nondiscrimination in the fulfillment of such contract.

[Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-130, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-130, filed 7/11/78; Order 3274, § 106-72-130, filed 12/6/71.]

**WAC 106-72-150 Procedures, rules, and regulations—Student employment.** Students employed by the university on a part-time basis shall be hired first on the basis of qualifications to accomplish job specifications and secondly on the basis of need. A sincere effort, however, must be made by those employing such students that the student work force be composed of a significant number of minority students and members of both sexes. Job placement and opportunity for promotion shall be no different for one student than for another but shall be solely a matter of competence.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-150, filed 7/11/78; Order 3274, § 106-72-150, filed 12/6/71.]

**WAC 106-72-200 Procedures, rules, and regulations—Student services.** It is the goal of this university to create and maintain all student services which are responsible to the needs and desires of all students and which reflect a policy of nondiscrimination. In all areas of student services, students are to be treated as individuals without regard for race, color, creed, religion, national origin, age, sex, sexual orientation, marital status, disability, or status as a disabled veteran or Vietnam-era veteran.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-20-062 (Order CWU AO 73), § 106-72-200, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-200, filed 7/11/78; Order 3274, § 106-72-200, filed 12/6/71.]

**WAC 106-72-220 Procedures, rules, and regulations—Academic program.** It shall be the goal of this university to recruit and enroll a student body which reflects a significant number of minority group members. Significant means enrolling graduating minority high school students at the same rate as graduating nonminority high school students. The university shall, in the fulfillment of this goal, make special efforts within its financial resources to bring about this desired student mix.

No students are to be given special consideration in fulfilling graduation requirements at the university, except as may be available for all students through established university policy.

[Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-220, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-220, filed 7/11/78; Order 3274, § 106-72-220, filed 12/6/71.]

**WAC 106-72-250 Procedures, rules, and regulations—Government contracts.** The university will establish and maintain nondiscriminatory practices in the fulfillment of all its contracts with any governmental agency. It will fully comply with any federal, state, or local governmental regulations which request a policy or procedural statement on nondiscrimination.

In the case of federal contracts for research grants and awards, the office of graduate studies and research will be charged with development and inclusion in any contract a

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statement of nondiscrimination in the fulfillment of such contract.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-250, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-72-250, filed 7/11/78; Order 3274, § 106-72-250, filed 12/6/71.]

**WAC 106-72-400 Affirmative action grievance procedure.** (1) A person who believes he or she has been discriminated against by Central Washington University because of race, color, creed, religion, national origin, age, sex, sexual orientation, marital status, disability, or status as a disabled veteran or Vietnam-era veteran status is encouraged to utilize the grievance procedures provided by Central Washington University. There are informal and formal means of addressing complaints through the affirmative action office. These should be used as soon as possible after the alleged act of discrimination. No individual shall be penalized or retaliated against in any way by the university community for his or her participation in this complaint procedure.

(2) All persons who seek the advice and assistance of the affirmative action office shall have explained to them the informal and the formal grievance procedures available to them through the university as well as the existence of external complaint procedures available through state and federal agencies. They shall also receive a copy of the affirmative action grievance procedure.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-20-062 (Order CWU AO 73), § 106-72-400, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-400, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-400, filed 11/7/86.]

**WAC 106-72-410 Informal grievance procedure.** Informal review and consultative processes are highly desirable means of resolving problems. Use of those methods by individuals (e.g., students, employees, applicants) at the lowest possible level within the university is strongly encouraged.

(1) Individuals who believe that they have been the target of discrimination by Central Washington University are encouraged to discuss the matter initially with their department chair, dean, administrative supervisor, or department head. Students are encouraged to discuss the matter with the appropriate department chair, dean, or the vice-president for student affairs. The matter may be concluded by mutual consent at this point. However, complainants should feel free to bring the alleged act of discrimination to the attention of the director of affirmative action at any time.

(2) Any person may contact the affirmative action office for informal discussion, advice, and assistance. The affirmative action director or a designee will assist the complainant(s) in determining whether there exists any relationship of the complaint to civil rights legislation and the university's affirmative action program.

(3) With the consent of the complainant, there may be facilitation or informal intervention by the affirmative action director or a designee. Discussion of the grievance by the affirmative action director or a designee with the immediate supervisor of the respondent may follow the visit to the affir-

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mative action office by the complainant. The discussion between the director of affirmative action and the immediate supervisor shall be confidential. The complainant may choose to participate in this discussion at his/her option. At this time it shall be the option of the director of affirmative action to notify the respondent's next higher supervisory authority of the complaint.

(4) All discussions held under this informal procedure shall have the goal of resolving the matter without the necessity of entering into a formal complaint procedure.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-72-410, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12). 92-02-006, § 106-72-410, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-410, filed 11/7/86.]

**WAC 106-72-420 Formal grievance procedure.** The procedures hereunder pertain to the filing of a formal complaint. Any aggrieved person may file a formal complaint against any employee of the university if he or she believes illegal discrimination has taken place by filing a written description of the alleged discrimination with the affirmative action office on a form provided by that office. Statements should be as detailed and accurate as possible, including a statement of the specific allegation of discrimination. The complaint should be filed within thirty days of the alleged act of discrimination except at the discretion of the affirmative action director.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-420, filed 11/7/86.]

**WAC 106-72-430 Formal grievance procedure—Acknowledgement of written complaint.** A complainant shall receive acknowledgement of the filing of a formal, written complaint. Upon written notice, the complainant may withdraw the complaint at any point during the formal procedure.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-430, filed 11/7/86.]

**WAC 106-72-440 Formal grievance procedure—Grievance committee.** An affirmative action grievance committee shall be appointed annually by the president and shall consist of five individuals representing the various university constituencies, including minority group members and both men and women. The committee shall be made up of one administrator, two faculty members, and two civil service employees and shall select its own chair. If a complainant is a student and so requests, two students may be substituted by the president for a like number of existing members of the committee. Members of the affirmative action grievance committee shall remove themselves from the case if they deem themselves biased or personally interested in its outcome.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-72-440, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-440, filed 11/7/86.]

**WAC 106-72-450 Formal grievance procedure—Distribution of copies of complaint.** The vice-president or other

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equivalent unit head, other appropriate administrators, and the respondent shall receive a copy of the complaint from the director of affirmative action within five working days of the filing by the complainant.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-450, filed 11/7/86.]

**WAC 106-72-460 Formal grievance procedure—Appointment of investigating officer.** The director of affirmative action or a designee appointed in consultation with the affirmative action grievance committee shall serve as investigating officer in a given complaint.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-460, filed 11/7/86.]

**WAC 106-72-470 Formal grievance procedure—Responsibilities of investigating officer.** The investigating officer shall have twenty working days to:

(1) Meet with the complainant and respondent.

(a) The complainant and respondent may each be accompanied by one advocate or an observer.

(b) The complainant and the respondent must submit the names of all witnesses they wish the investigator to interview and all statements and documents they wish the investigator to examine.

(2) Examine documentation and interview witnesses.

(3) Consult with the appropriate vice-president, or equivalent unit head and/or other appropriate administrator, and the assigned assistant attorney general.

(4) Prepare a written investigative report.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-470, filed 11/7/86.]

**WAC 106-72-480 Formal grievance procedure—Separate meetings with complainant and respondent/filing investigative report.** The investigating officer may meet individually with the complainant and respondent to discuss the report in the hope that a resolution can be reached which will lead to a withdrawal of the formal complaint by the complainant. If such a withdrawal is not received in writing by the office of affirmative action within ten working days of the completion of the investigative report, copies of the investigative report shall be provided to:

(1) The university president;

(2) The affirmative action grievance committee;

(3) The complainant(s);

(4) The respondent(s);

(5) The appropriate administrator(s);

(6) The director of affirmative action (if the investigation is conducted by a designee).

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-480, filed 11/7/86.]

**WAC 106-72-490 Formal grievance procedure—Committee recommendation.** The affirmative action grievance committee shall review the complaint and the findings of the investigating officer and determine whether or not the facts warrant a proceeding. The committee's decision shall be limited to one of the following statements:

(1) Based on the evidence presented to us, we find probable cause for believing that a discriminatory act has been committed; or

(2) Based on the evidence presented, we find no probable cause for believing that a discriminatory act has been committed.

[Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-490, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-490, filed 11/7/86.]

**WAC 106-72-500 Formal grievance procedure—Written committee report.** The committee shall make its report in writing to the university president, the affirmative action director, and the parties involved within fifteen working days of receipt of the report by the investigating officer. The deliberations of the committee shall not be disclosed to anyone except the affirmative action director who shall hold them confidential.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-500, filed 11/7/86.]

**WAC 106-72-510 Formal grievance procedure—Proceeding notice.** If probable cause is found, a proceeding will be held.

(1) The chair of the committee shall establish a date for the proceeding. A notice establishing the date, time, and place of the proceeding shall be provided the parties not more than ten working days from the issuance of the probable cause or no cause decision. The composition of the proceeding committee shall be provided also.

(2) The proceeding shall be held not less than fifteen working days from the mailing of the notice of proceeding unless all of the parties, with the consent of the chair, agree to shorten the time to less than fifteen days.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-20-062 (Order CWU AO 73), § 106-72-510, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-510, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-510, filed 11/7/86.]

**WAC 106-72-520 Adjudicative proceeding—Challenges.** Each party shall have the privilege of one challenge without stated cause and unlimited challenges for stated bias or interest. In the case of a challenge for stated bias or interest, a majority of the affirmative action grievance committee members must be satisfied that a challenged member cannot hear the case impartially before the member can be disqualified. In the case of removal of a member through the challenge process, the president shall restore the committee to full membership.

[Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-520, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-520, filed 11/7/86.]

**WAC 106-72-530 Adjudicative proceeding—Expedient conduct.** The proceeding shall be conducted as expeditiously as possible and on successive days if possible.

[Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-530, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-530, filed 11/7/86.]

**WAC 106-72-540 Adjudicative proceeding—Availability of necessary parties.** The parties and any others the affirmative action grievance committee deem necessary to the proceedings shall make themselves available to appear at the proceeding unless they can verify to the committee that their absence is unavoidable.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-20-062 (Order CWU AO 73), § 106-72-540, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-540, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-540, filed 11/7/86.]

**WAC 106-72-550 Adjudicative proceeding—Counsel.** The complainant and the respondent shall be permitted to have with him/her a party of his/her own choosing to act as advisor and counsel.

[Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-550, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-550, filed 11/7/86.]

**WAC 106-72-560 Adjudicative proceeding—Confidentiality.** Proceedings shall be closed to all except those persons directly involved in the case as determined by the grievance committee. Statements, testimony, and all other evidence given at the proceeding shall be confidential and shall not be released to anyone and may be used by the committee only for the purpose of making its findings and recommendations to the president. (However, it will be made available to federal and/or state compliance agencies upon request.)

[Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-560, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-560, filed 11/7/86.]

**WAC 106-72-570 Adjudicative proceeding—Responsibilities of parties.** The chair of the grievance committee shall convene and regulate the proceeding. All parties and members of the panel must be present during the proceeding unless excused by the chair for good cause. Repeated failure, without reasonable explanation, of either party to appear shall be grounds for defaulting that party's case. The complainant shall have the burden of presenting the case and the respondent shall have the burden of challenging sufficiency of the evidence presented.

[Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-570, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11), 86-23-007 (Order 59), § 106-72-570, filed 11/7/86.]

**WAC 106-72-580 Adjudicative proceeding—Rights of parties.** (1) Opportunity shall be afforded all parties to respond and present evidence and argument on all issues involved and to examine and cross-examine witnesses.

(2) No individual shall be compelled to divulge information in any form which she/he could not be compelled to divulge in, or in connection with, superior court proceedings.

(3) Any legal opinion or interpretation given to the grievance committee by the parties may be shared with all parties to the case.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-20-062 (Order CWU AO 73), § 106-72-580, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12), 92-02-006, § 106-72-580, filed

12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-580, filed 11/7/86.]

**WAC 106-72-590 Adjudicative proceeding—Powers of proceeding panel.** The proceeding panel shall be empowered to: Examine witnesses and receive evidence; suspend the proceeding on account of or exclude from attendance any person(s) felt to be unreasonably disruptive of the proceedings; hold conferences for the settlement and/or simplification of the issues involved; make decisions or proposals for decisions; and take any other action authorized by rule consistent with this procedure.

[Statutory Authority: RCW 28B.35.120(12). 92-02-006, § 106-72-590, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-590, filed 11/7/86.]

**WAC 106-72-600 Findings of grievance committee.** The affirmative action grievance committee shall file its findings and recommendations with the president, the affirmative action director, the complainant, and the respondent within fifteen working days after the conclusion of the proceeding. If the findings and recommendations of the affirmative action grievance committee are acceptable to the complainant and the respondent, the president may direct implementation of the recommendations.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-72-600, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.35.120(12). 92-02-006, § 106-72-600, filed 12/20/91, effective 1/20/92. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-600, filed 11/7/86.]

**WAC 106-72-610 Appeal procedure.** (1) If the complainant or respondent objects to the findings and recommendations and wishes to appeal, a written appeal may be submitted to the president within ten working days from the date the report is delivered to the complainant and the respondent. The appeal must specify in detail the findings, recommendations, or other aspects of the report or decision to which exception is taken, as well as the reasons for the exceptions and the desired corrective action after consideration of the appeal by the president.

(2) After considering an appeal, the president shall issue a written decision to the parties involved within ten working days of receipt of the appeal. The decision of the president will not be further appealable within the university.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-062 (Order CWU AO 73), § 106-72-610, filed 9/30/94, effective 10/31/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-72-610, filed 11/7/86.]

## Chapter 106-116 WAC

### PARKING AND TRAFFIC REGULATIONS

#### WAC

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106-116-501	Basic speed limit.
106-116-513	Procedure—Infractions and service thereof.
106-116-514	Election to forfeit or contest.
106-116-515	Procedure—Complaint and information.
106-116-521	Monetary penalties.
106-116-601	Traffic regulation signs, markings, barricades, etc.
106-116-603	Monetary penalty schedule.
106-116-701	Impounding procedures.
106-116-702	Inoperative vehicles.
106-116-801	Motorcycle regulations.
106-116-850	Skateboard regulations.
106-116-853	Definitions.
106-116-856	Skateboard regulations.
106-116-859	Enforcement.
106-116-901	Bicycle parking and traffic regulations.
106-116-902	Severability.

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

106-116-010	General information. [Order 15, § 106-116-010, filed 8/17/73.] Repealed by Order 24, filed 7/30/75.
106-116-040	Authority of campus police officers. [Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-040, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-040, filed 1/13/81; 80-11-027 (Order 45), § 106-116-040, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-040, filed 1/13/78; Order 24, § 106-116-040, filed 7/30/75; Order 15, § 106-116-040, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
106-116-041	Delegation of authority. [Order 15, § 106-116-041, filed 8/17/73.] Repealed by Order 24, filed 7/30/75.
106-116-050	Modification of these regulations. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-08-010 (Order 46), § 106-116-050, filed 3/23/81; 80-11-027 (Order 45), § 106-116-050, filed 8/14/80; Order 24, § 106-116-050, filed 7/30/75; Order 15, § 106-116-050, filed 8/17/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-116-101	Motor vehicles. [Order 15, § 106-116-101, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
106-116-104	Failure to register. [Order 15, § 106-116-104, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
106-116-200	Metered parking. [Order 24, § 106-116-200, filed 7/30/75; Order 16, § 106-116-200, filed 10/19/73; Order 15, § 106-116-200, filed 8/17/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-116-204	Commuter students. [Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-204, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-08-010 (Order 46), § 106-116-204, filed 3/23/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-204, filed 1/13/78; Order 24, § 106-116-204, filed 7/30/75; Order 15, § 106-116-204, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.

- 106-116-209 Repairs of vehicles. [Order 19, § 106-116-209, filed 8/22/74; Order 15, § 106-116-209, filed 8/17/73.] Repealed by Order 24, filed 7/30/75.
- 106-116-211 Small car parking. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-211, filed 11/3/81; 80-11-027 (Order 45), § 106-116-211, filed 8/14/80; Order 24, § 106-116-211, filed 7/30/75; Order 15, § 106-116-211, filed 8/17/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-116-301 Purchasing parking permits. [Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-301, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-301, filed 12/7/89, effective 1/7/90; 78-02-023 (Order 37), § 106-116-301, filed 1/13/78; Order 28, § 106-116-301, filed 8/2/76; Order 24, § 106-116-301, filed 7/30/75; Order 16, § 106-116-301, filed 10/19/73; Order 15, § 106-116-301, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
- 106-116-302 Purchaser's responsibility. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-302, filed 1/13/78; Order 15, § 106-116-302, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
- 106-116-3051 Pool permits. [Order 24, § 106-116-3051, filed 7/30/75.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-116-306 Temporary parking permits. [Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-306, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-306, filed 11/3/81; 81-08-010 (Order 46), § 106-116-306, filed 3/23/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-306, filed 1/13/78; Order 24, § 106-116-306, filed 7/30/75; Order 15, § 106-116-306, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
- 106-116-307 Parking fees. [Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-307, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-307, filed 1/13/78; Order 28, § 106-116-307, filed 8/2/76; Order 24, § 106-116-307, filed 7/30/75; Order 19, § 106-116-307, filed 8/22/74; Order 16, § 106-116-307, filed 10/19/73; Order 15, § 106-116-307, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
- 106-116-309 Change of residence. [Order 15, § 106-116-309, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-401 Definition of a visitor. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-401, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-401, filed 1/13/78; Order 24, § 106-116-401, filed 7/30/75; Order 15, § 106-116-401, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
- 106-116-402 Responsibility of visitor. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-402, filed 1/13/78; Order 24, § 106-116-402, filed 7/30/75; Order 15, § 106-116-402, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
- 106-116-403 Visitor parking permits. [Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-403, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-403, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-403, filed 11/3/81; 81-08-010 (Order 46), § 106-116-403, filed 3/23/81; 80-11-027 (Order 45), § 106-116-403, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-403, filed 1/13/78; Order 24, § 106-116-403, filed 7/30/75; Order 15, § 106-116-403, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
- 106-116-404 Visitor parking areas. [Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 87-23-012 (Order 61), § 106-116-404, filed 11/9/87. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-404, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-404, filed 11/3/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-404, filed 1/13/78; Order 24, § 106-116-404, filed 7/30/75; Order 15, § 106-116-404, filed 8/17/73.] Repealed by 98-23-022, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.35.120(12) and 28B.10.528.
- 106-116-510 Establishment of court and appointment of judges. [Order 15, § 106-116-510, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-511 Compensation for judges. [Order 15, § 106-116-511, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-512 Jurisdiction of the CWSC parking court. [Order 15, § 106-116-512, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-516 Procedure—Pleas at hearing. [Order 16, § 106-116-516, filed 10/19/73; Order 15, § 106-116-516, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-517 Procedure—Oath or solemn affirmation. [Order 15, § 106-116-517, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-518 Procedure—Rules of evidence. [Order 15, § 106-116-518, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-519 Procedure—Examination of witnesses. [Order 15, § 106-116-519, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-520 Procedure—Judgment. [Order 15, § 106-116-520, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-522 Mitigation and suspension of penalties. [Order 15, § 106-116-522, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-523 Enforcement of judgments of the college parking court. [Order 15, § 106-116-523, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-524 Enforcement of violations of college parking rules and regulations. [Order 15, § 106-116-524, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-600 Citations. [Order 15, § 106-116-600, filed 8/17/73.] Repealed by Order 24, filed 7/30/75.
- 106-116-604 Certain violations—When complete. [Order 15, § 106-116-604, filed 8/17/73.] Repealed by Order 19, filed 8/22/74.
- 106-116-802 Motorcycle parking. [Order 19, § 106-116-802, filed 8/22/74; Order 15, § 106-116-802, filed 8/17/73.] Repealed by Order 24, filed 7/30/75.
- 106-116-803 Motorcycle permits. [Order 19, § 106-116-803, filed 8/22/74; Order 15, § 106-116-803, filed 8/17/73.] Repealed by Order 24, filed 7/30/75.

**WAC 106-116-011 Preamble.** Drivers on the property of Central Washington University are responsible for their vehicle's safe and lawful operation. A CWU parking permit or daily permit is required in designated parking lots. Individuals operating or parking vehicles on university-owned property must do so in compliance with these regulations, and ordinances and laws of the city of Ellensburg, county of Kittitas, and state of Washington.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-011, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-011, filed 1/13/78; Order 24, § 106-116-011, filed 7/30/75.]

**WAC 106-116-020 Objectives of parking and traffic rules and regulations.** (1) To protect and control pedestrian and vehicular traffic.

(2) To assure access at all times for emergency equipment.

(3) To minimize traffic disturbance during class hours.

(4) To facilitate the work of the university by assuring access by vehicles and by assigning the limited parking space for the most efficient use.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-020, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-020, filed 1/13/78; Order 15, § 106-116-020, filed 8/17/73.]

**WAC 106-116-030 Applicable traffic rules and regulations.** (1) The motor vehicle code and other traffic laws of the state of Washington shall be applicable upon all lands located within the state of Washington.

(2) The traffic code of the city of Ellensburg shall be applicable upon all lands located within the city of Ellensburg.

(3) These regulations shall be applicable to all lands owned and leased by Central Washington University.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-030, filed 1/13/78; Order 15, § 106-116-030, filed 8/17/73.]

**WAC 106-116-042 Infractions.** The public safety and police services department and its duly sworn officers have authority to issue infractions for violations of Washington Administrative Codes and ordinances and laws of the city of Ellensburg, county of Kittitas, and state of Washington, when violations occur.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-042, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28B.35.120. 94-10-049 (Order CWU AO 72), § 106-116-042, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-042, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-08-010 (Order 46), § 106-116-042, filed 3/23/81; 80-11-027 (Order 45), § 106-116-042, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-042, filed 1/13/78; Order 24, § 106-116-042, filed 7/30/75.]

**WAC 106-116-102 Permit required.** (1) A permit is required for all motor vehicles that park on posted university grounds at specified times. Fees may be charged and parking permits issued, which will allow vehicles to be parked in specific areas.

(2) A faculty, staff, or student owner, operator, and/or permit holder for a motor vehicle shall be held responsible for any violation involving that vehicle.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-102, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-08-010 (Order 46), § 106-116-102, filed 3/23/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-102, filed 1/13/78; Order 19, § 106-116-102, filed 8/22/74; Order 15, § 106-116-102, filed 8/17/73.]

**WAC 106-116-103 Additional or replacement vehicles.** If you have a current CWU parking permit and obtain an additional or different motor vehicle, you must register that vehicle with the auxiliary services parking office, Barge Hall.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28B.35.120. 94-10-049 (Order CWU AO 72), § 106-116-103, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-103, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW

28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-103, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-103, filed 1/13/78; Order 19, § 106-116-103, filed 8/22/74; Order 15, § 106-116-103, filed 8/17/73.]

**WAC 106-116-10401 Animal traffic.** It shall be unlawful for any person to drive, lead, walk, or ride any cattle, horse, or beast of burden upon any of the lawns, beds, sidewalks, malls, service drives, or parking lots of Central Washington University except as authorized by permit by the chief of public safety and police services for parades and university-sponsored activities.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28B.35.120. 94-10-049 (Order CWU AO 72), § 106-116-10401, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-10401, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-10401, filed 1/13/78; Order 32, § 106-116-10401, filed 3/1/77.]

**WAC 106-116-201 Permitted parking areas.** University-owned parking areas are posted with permitting requirements. Permit requirements will be enforced Monday through Friday, 7:30 a.m. to 4:30 p.m., unless otherwise posted. No parking is permitted from 4:00 a.m. to 6:00 a.m. where posted.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-201, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28B.35.120. 94-10-049 (Order CWU AO 72), § 106-116-201, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-201, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 87-23-012 (Order 61), § 106-116-201, filed 11/9/87. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-201, filed 11/7/86. Statutory Authority: RCW 28B.35.120(11). 84-08-044 (Order 55), § 106-116-201, filed 4/2/84; 83-13-034 (Order 53), § 106-116-201, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-201, filed 11/3/81; 81-08-010 (Order 46), § 106-116-201, filed 3/23/81; 80-11-027 (Order 45), § 106-116-201, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-116-201, filed 5/16/79; 78-02-023 (Order 37), § 106-116-201, filed 1/13/78; Order 32, § 106-116-201, filed 3/1/77; Order 28, § 106-116-201, filed 8/2/76; Order 24, § 106-116-201, filed 7/30/75; Order 15, § 106-116-201, filed 8/17/73.]

**WAC 106-116-202 No parking areas.** Parking is permitted only in areas designated and marked for parking in accordance with all signs posted in the designated parking area.

For example, prohibited areas include fire hydrants, fire lanes, yellow curb zones, crosswalks, driveways, service drives, or any area not expressly permitted by sign or these regulations. Vehicles are not permitted to be parked on any undeveloped university property without the approval of the chief of the public safety and police services. This section will be enforced twenty-four hours a day.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28B.35.120. 94-10-049 (Order CWU AO 72), § 106-116-202, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-202, filed 11/3/81; 80-11-027 (Order 45), § 106-116-202, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-202, filed 1/13/78; Order 24, § 106-116-202, filed 7/30/75; Order 19, § 106-116-202, filed 8/22/74; Order 15, § 106-116-202, filed 8/17/73.]

**WAC 106-116-203 Specific parking prohibitions.** (1) Parking in areas and places normally used for moving traffic is a specific violation of these regulations.

(2) Parking in such a position with relation to other parked cars or marked parking spaces as to impede, restrict, or prevent free ingress or egress by other automobiles violates these regulations.

(3) Parking in areas marked for a special permit or clearly designated by signing for special use not available to the general public or regular permit holders is prohibited. Examples: Parking in a space marked "disability permit only," "health center permit only," or "psychology permit only."

(4) Parking and/or driving on sidewalks is prohibited.

(5) Parking or driving on lawns or flower beds is prohibited.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-203, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-203, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 87-23-012 (Order 61), § 106-116-203, filed 11/9/87. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-203, filed 11/7/86. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-203, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-203, filed 11/3/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-203, filed 1/13/78; Order 16, § 106-116-203, filed 10/19/73.]

**WAC 106-116-205 Apartment residents.** Residents of Brooklane Village, Roy P. Wahle Complex, Student Village Apartments, and Getz Short Apartments may be required to display resident parking identification permits to park in the parking area adjacent to their respective apartments but must register their vehicles with the housing office.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-205, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-205, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-205, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 87-23-012 (Order 61), § 106-116-205, filed 11/9/87. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-205, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-205, filed 11/3/81; 81-08-010 (Order 46), § 106-116-205, filed 3/23/81; 80-11-027 (Order 45), § 106-116-205, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-116-205, filed 5/16/79; 78-02-023 (Order 37), § 106-116-205, filed 1/13/78; Order 24, § 106-116-205, filed 7/30/75; Order 15, § 106-116-205, filed 8/17/73.]

**WAC 106-116-206 Locating legal parking space.** (1) The responsibility for locating legal parking space rests with the operator of the motor vehicle. Lack of space will not be considered a valid excuse for violating any parking regulation.

(2) The fact that a person may park or observe others parked in violation of the regulations without receiving an infraction notice does not mean that the regulation is no longer in effect.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-206, filed 11/7/86; Order 15, § 106-116-206, filed 8/17/73.]

(1999 Ed.)

**WAC 106-116-207 Faculty-staff parking.** Faculty and staff parking zones are posted and require faculty-staff permits.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-207, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-207, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-207, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-207, filed 11/3/81; 80-11-027 (Order 45), § 106-116-207, filed 8/14/80; Order 15, § 106-116-207, filed 8/17/73.]

**WAC 106-116-208 Fire lanes and service drives.** Parking is not allowed at any time in the service drives or fire lanes of any campus building. Fire lanes and service drives may be used by service and emergency vehicles. After the required load/unload permit has been obtained, vendor and student-owned vehicles may use the service drives to load or unload items. These permits are available at the public safety and police services department.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-208, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-208, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-208, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-208, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-208, filed 1/13/78; Order 24, § 106-116-208, filed 7/30/75; Order 15, § 106-116-208, filed 8/17/73.]

**WAC 106-116-210 Parking within designated spaces.** All vehicles shall be parked between designated lines or spaces otherwise designated.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-210, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-210, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-210, filed 11/7/86; Order 15, § 106-116-210, filed 8/17/73.]

**WAC 106-116-212 Liability.** Neither the university nor its employees shall be liable for damages to or theft from a vehicle while parked in university-owned parking lots.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-212, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-212, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-212, filed 1/13/78; Order 15, § 106-116-212, filed 8/17/73.]

**WAC 106-116-213 Parking of trailers, campers, and similar purpose vehicles on campus.** It shall be unlawful for any individual, firm, or corporation to park any type of vehicle on the grounds of Central Washington University for the purpose of using such vehicle as a living unit.

Any exception must be approved, in writing; by the chief of public safety and police services.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-213, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-213, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-213, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-213, filed 1/13/78; Order 28, § 106-116-213, filed 8/17/73.]

8/2/76; Order 24, § 106-116-213, filed 7/30/75; Order 15, § 106-116-213, filed 8/17/73.]

**WAC 106-116-214 Mall traffic.** (1) Only service vehicles are permitted on pedestrian malls at times of very light pedestrian traffic.

(2) Vehicles on clear emergency business with warning equipment operating are an exception to the provisions of this paragraph. Examples: Fire trucks, ambulances, police cars, and equipment for emergency repair.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-214, filed 11/3/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-214, filed 1/13/78; Order 16, § 106-116-214, filed 10/19/73.]

**WAC 106-116-303 Display of permits.** (1) Parking permits shall be conspicuously hung from the inside rear-view mirror, or other location specified at time of issuance.

(2) Special permits must be displayed in the manner described at time of issuance.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-303, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-303, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-303, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-303, filed 11/3/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-303, filed 1/13/78; Order 24, § 106-116-303, filed 7/30/75; Order 15, § 106-116-303, filed 8/17/73.]

**WAC 106-116-304 Disability parking permit.** Any university employee, student, or visitor who can show physical disability may apply at the student affairs ADA office for a disability parking permit. Certification by a physician may be required. Disability permits issued by the state of Washington in all forms and disability permits issued by other state agencies or institutions shall be honored. Additionally, a CWU parking permit or daily permit is necessary in parking lots normally requiring permits.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-304, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-304, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-304, filed 11/3/81; 81-08-010 (Order 46), § 106-116-304, filed 3/23/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-116-304, filed 5/16/79; 78-02-023 (Order 37), § 106-116-304, filed 1/13/78; Order 19, § 106-116-304, filed 8/22/74; Order 15, § 106-116-304, filed 8/17/73.]

**WAC 106-116-305 General permits.** (1) Daily parking permits are available from the automatic ticket dispensers and cashier's office. These permits must be displayed in clear view on the dash of the vehicle or as instructed on the permit, readable from outside the vehicle.

(2) Thirty-minute "load/unload permits" are available for loading and unloading. Load/unload permits are available to vendors conducting business on campus, service vehicles, and student vehicles. Load/unload permits are available at the public safety and police services department.

(3) No permits are available for inoperative or disabled vehicles. Public safety and police services should be con-

tacted if your vehicle becomes disabled in a university-owned parking lot.

(4) Quarterly, academic year, and calendar year permits are available to faculty, staff, students, and alumni through the cashiers' office.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-305, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-305, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-305, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-305, filed 11/3/81; 81-08-010 (Order 46), § 106-116-305, filed 3/23/81; 80-11-027 (Order 45), § 106-116-305, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-305, filed 1/13/78; Order 24, § 106-116-305, filed 7/30/75; Order 15, § 106-116-305, filed 8/17/73.]

**WAC 106-116-308 Replacement of parking permit.** Lost or stolen parking permits must be reported to the public safety and police services department. Upon verification, the permit may be replaced for a \$5.00 processing fee.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-308, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-308, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-308, filed 8/14/80; Order 24, § 106-116-308, filed 7/30/75; Order 15, § 106-116-308, filed 8/17/73.]

**WAC 106-116-310 Contractor parking permits.** All contractors responsible for construction projects on the campus or for repair and maintenance contracts and those who make continuous deliveries of supplies must contact the public safety and police services department, prior to starting work, to obtain permits for the parking of those vehicles necessary to carry on the work.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-310, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-310, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-310, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-310, filed 1/13/78; Order 24, § 106-116-310, filed 7/30/75; Order 15, § 106-116-310, filed 8/17/73.]

**WAC 106-116-311 Parking fee refunds.** (1) Application for parking permit fee refunds are to be made at the parking office. The parking permit must be surrendered upon application for a refund.

(2) A full parking fee refund is obtainable only within the first seven calendar days of any academic quarter in which the permit is issued.

(3) Refunds are permitted of a prorated basis only under the following conditions:

- (a) Student teaching, or other off-campus program;
- (b) Withdrawal from the university;
- (c) Termination of employment.

(4) Refunds will not be made for daily permits.

(5) Prorated refunds will be measured upward to the nearest 1/3, 2/3, and full cost increments.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-311, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-311, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-311, filed 12/7/89,

effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-311, filed 11/3/81; 80-11-027 (Order 45), § 106-116-311, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-311, filed 1/13/78; Order 24, § 106-116-311, filed 7/30/75; Order 15, § 106-116-311, filed 8/17/73.]

**WAC 106-116-312 Permit revocation.** Parking permits are the property of the university and will be recalled for any of the following reasons:

- (1) When the purpose for which the permit was issued, changes or no longer exists.
- (2) When a permit is used on an unregistered vehicle or by an unauthorized individual.
- (3) When there is falsification of the vehicle ownership statement.
- (4) When there is counterfeiting or altering of a parking permit.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-312, filed 1/13/78; Order 24, § 106-116-312, filed 7/30/75; Order 15, § 106-116-312, filed 8/17/73.]

**WAC 106-116-410 Continuous parking.** Vehicles receiving an infraction notice for violating parking and traffic regulations and which have not been moved within twenty-four hours following the issuance of the original infraction notice, shall be in violation of this section, and may be subject to removal at owner's expense.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-410, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-410, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-410, filed 11/7/86.]

**WAC 106-116-501 Basic speed limit.** The speed limit on the university-owned streets shall be as posted, except:

- (1) The speed limit in the parking areas is 15 m.p.h.
- (2) No person shall operate a motor vehicle on the campus at a speed greater than is reasonable and prudent for existing conditions.
- (3) The speed limit on malls and service drives is 10 m.p.h.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-501, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28B.35.120(12). 91-22-038 (Order CWU AO 67), § 106-116-501, filed 10/31/91, effective 12/1/91. Statutory Authority: RCW 28B.35.120(11). 84-08-044 (Order 55), § 106-116-501, filed 4/2/84. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-501, filed 11/3/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-501, filed 1/13/78; Order 24, § 106-116-501, filed 7/30/75; Order 15, § 106-116-501, filed 8/17/73.]

**WAC 106-116-513 Procedure—Infractions and service thereof.** Upon probable cause to believe that a violation of these regulations has occurred, an appropriate notice of infraction may be issued setting forth the date, the approximate time, the locality, and the nature of the violation. Such notice may be served by delivering or attaching a copy thereof to the alleged violator, or by placing a copy thereof in some prominent place within or upon the vehicle. Service by mail shall be accomplished by placing a copy of the notice in the mail addressed to the alleged violator.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-513, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-513, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-513, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-08-010 (Order 46), § 106-116-513, filed 3/23/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-513, filed 1/13/78; Order 24, § 106-116-513, filed 7/30/75; Order 16, § 106-116-513, filed 10/19/73; Order 15, § 106-116-513, filed 8/17/73.]

**WAC 106-116-514 Election to forfeit or contest.** The notice of infraction issued pursuant to WAC 106-116-513 of these regulations shall inform the alleged violator that he/she may elect either to forfeit the monetary penalty to the infraction(s) charged or to contest the matter(s).

(1) If the alleged violator chooses to forfeit the penalty, he/she may do so by paying the appropriate amount to the cashier's office, Barge Hall. Payment will be in cash, check, certified check, or by money order. Such payment may also be made by mail. Such forfeiture shall constitute a waiver of a right to a hearing.

(2) If the alleged violator chooses to contest, he/she may do so by contacting the parking office, Barge Hall, where parking infraction appeal forms are available upon request. The completed form stating the reasons for challenging the validity of the assessed obligation must be filed in the parking office within fifteen days of the date of the infraction notice. The appeal must be reviewed by the university parking appeal board. The parking appeal board will render a decision in good faith.

(3) A person charged with a parking infraction who deems himself or herself aggrieved by the final decision of the university parking appeal board may, within ten days after written notice of the final decision, appeal by filing a written notice thereof with the public safety and police services department or the parking office. Documents relating to the appeal shall immediately be forwarded to the lower Kittitas County district court which shall have jurisdiction over such offense and such appeal shall be heard de novo.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-514, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-514, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-514, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-514, filed 11/7/86. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-514, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-514, filed 1/13/81; 81-08-010 (Order 46), § 106-116-514, filed 3/23/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-514, filed 1/13/78; Order 19, § 106-116-514, filed 8/22/74; Order 16, § 106-116-514, filed 10/19/73; Order 15, § 106-116-514, filed 8/17/73.]

**WAC 106-116-515 Procedure—Complaint and information.** (1) An infraction notice served in accordance with the provisions of WAC 106-116-513 of these regulations shall constitute the complaint or information against the person to whom delivered or mailed. The person to whom the vehicle permit was issued shall be held liable, or if no permit has been issued, the owner of the vehicle shall be held liable.

(2) The complaint or information may be amended at any time, either in writing (delivered or mailed to the alleged violator) or upon motion at a judicial hearing in his or her presence, to include new charges of violations of these regulations.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-515, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-515, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-515, filed 11/3/81; 81-08-010 (Order 46), § 106-116-515, filed 3/23/81. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-515, filed 1/13/78; Order 19, § 106-116-515, filed 8/22/74; Order 15, § 106-116-515, filed 8/17/73.]

**WAC 106-116-521 Monetary penalties.** (1) The monetary penalties to be assessed for violations of these regulations shall be those detailed in WAC 106-116-603.

(2) The chief of public safety and police services will cause:

(a) These regulations or a reasonable condensation thereof to be prominently displayed in the public safety and police services department.

(b) The amount of the monetary penalty to be written on the parking-violation notices served on alleged violators.

(c) Removal of vehicles at owner's expense when infractions remain unpaid.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-521, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-521, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-08-010 (Order 46), § 106-116-521, filed 3/23/81; 80-11-027 (Order 45), § 106-116-521, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-521, filed 1/13/78; Order 24, § 106-116-521, filed 7/30/75; Order 19, § 106-116-521, filed 8/22/74; Order 15, § 106-116-521, filed 8/17/73.]

**WAC 106-116-601 Traffic regulation signs, markings, barricades, etc.** (1) The director of the public safety and police services department and the director of business services and contracts office are authorized to erect signs, barricades, and other structures and to paint marks and other directions upon the streets and roadways for the regulation of traffic and parking upon state lands devoted mainly to the educational or research activities of Central Washington University. Such signs, barricades, structures, markings, and directions shall be so made and placed as to, in the opinion of the chief of public safety and police services and the director of business services and contracts, best effectuate the objectives stated in WAC 106-116-020 of these regulations.

(2) No sign, barricade, structure, marking, or direction for the purpose of regulating traffic or parking shall be moved, defaced, or in any way changed by any person without authorization from the chief of public safety and police services.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-601, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-601, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-601, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.35.120(11). 83-13-034 (Order 53), § 106-116-601, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-601, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120.

78-02-023 (Order 37), § 106-116-601, filed 1/13/78; Order 24, § 106-116-601, filed 7/30/75; Order 15, § 106-116-601, filed 8/17/73.]

**WAC 106-116-603 Monetary penalty schedule.**

Offense	Penalty
(1) Improper display of permit . . . . .	\$ 5.00
(2) Parking faculty-staff area . . . . .	15.00
(3) Parking yellow stripe or curb . . . . .	15.00
(4) Parking outside designated parking area . . . . .	15.00
(5) Obstructing traffic . . . . .	25.00
(6) Parking at improper angle or using more than one stall . . . . .	7.00
(7) Violation of the bicycle parking rules in WAC 106-116-901 . . . . .	7.00
(8) Reserved parking area . . . . .	15.00
(9) No parking area . . . . .	15.00
(10) Overtime parking . . . . .	10.00
(11) Using counterfeit, falsely made, or altered permit . . . . .	100.00
(12) Illegal use of permit . . . . .	100.00
(13) No current permit . . . . .	12.00
(14) Parking service drive . . . . .	15.00
(15) Parking/driving sidewalks, malls . . . . .	15.00
(16) Parking/driving lawns . . . . .	20.00
(17) Parking fire lane . . . . .	25.00
(18) Parking fire hydrant . . . . .	25.00
(19) Driving, walking, leading, etc., certain animals on campus without permit (WAC 106-116-10401) . . . . .	12.00
(20) Other violations of the objectives of the CWU parking and traffic regulations . . . . .	7.00 to 12.00
(21) Parking in a space marked "disabled person permit only" . . . . .	by statute
(22) Continuous parking . . . . .	20.00

Parking infraction notices shall qualify for a reduction in monetary penalty if paid to the cashier's office in Barge Hall before close of business on the succeeding work day following issuance of the notice. Parking infraction notices received on the last business day of a week must be paid the first business day of the following week to qualify for a reduction in the monetary penalty. The cashier's office is open Monday through Friday, 8:00 a.m. to 5:00 p.m.

Failure to respond within fifteen days will result in the issuance of an overdue notice and an administrative charge of \$2.00 will be added. If payment has not been received within ten days after issuance of the overdue notice, the original monetary penalty will be doubled except that, in accordance with RCW 46.63.110(3), the penalty for failure to respond shall not exceed \$25.00 for any single infraction. Further failure to respond may result in one or more of the following sanctions:

- (a) Withholding of transcripts;
- (b) Deduction from payroll checks; and/or
- (c) Withholding of parking permits.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-603, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28B.35.120. 94-20-074 (Order CWU AO 74), § 106-116-603, filed 10/3/94, effective 11/3/94; 94-10-049 (Order CWU AO 72), § 106-116-603, filed 5/2/94, effective 6/2/94. Statutory Authority:

RCW 28B.19.050 and 28B.40.120. 90-01-006, § 106-116-603, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 87-23-012 (Order 61), § 106-116-603, filed 11/9/87. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-116-603, filed 11/7/86. Statutory Authority: RCW 28B.35.120(11). 84-08-044 (Order 55), § 106-116-603, filed 4/2/84; 83-13-034 (Order 53), § 106-116-603, filed 6/9/83, effective 7/24/83. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-603, filed 11/3/81; 81-08-010 (Order 46), § 106-116-603, filed 3/23/81; 80-11-027 (Order 45), § 106-116-603, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-116-603, filed 5/16/79; 78-02-023 (Order 37), § 106-116-603, filed 1/13/78; Order 34, § 106-116-603, filed 4/21/77; Order 32, § 106-116-603, filed 3/1/77; Order 24, § 106-116-603, filed 7/30/75; Order 19, § 106-116-603, filed 8/22/74; Order 15, § 106-116-603, filed 8/17/73.]

**WAC 106-116-701 Impounding procedures.** (1) Any vehicle parked upon the Central Washington University campus lands in violation of these regulations, including the motor vehicle and other traffic laws of the state of Washington and the traffic code of the city of Ellensburg, may be impounded and taken to such place for storage as the chief of public safety and police services selects.

(2) The expense of such impounding and storage shall be charged to the owner or operator of the vehicle and paid prior to the release of the vehicle.

(3) CWU and its employees shall not be liable for loss or damage of any kind resulting from such immobilization, impounding and storage.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-701, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-116-701, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-701, filed 1/13/78; Order 24, § 106-116-701, filed 7/30/75; Order 15, § 106-116-701, filed 8/17/73.]

**WAC 106-116-702 Inoperative vehicles.** Disabled or inoperative vehicles shall be removed from the campus within seventy-two hours (three days). Vehicles which have been parked in excess of seventy-two hours (three days) and which appear to be inoperative or unmovable may be impounded and stored at the expense of the owner and/or operator.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-702, filed 5/2/94, effective 6/2/94; Order 19, § 106-116-702, filed 8/22/74; Order 15, § 106-116-702, filed 8/17/73.]

**WAC 106-116-801 Motorcycle regulations.** Motorcycle operators will be expected to obey the same traffic, parking, and registration regulations as automobile operators on campus.

[Order 19, § 106-116-801, filed 8/22/74; Order 15, § 106-116-801, filed 8/17/73.]

**WAC 106-116-850 Skateboard regulations.** The purposes of WAC 106-116-850 through 106-116-859 are:

(1) To protect and control pedestrian traffic and traffic of persons using skateboards.

(2) To protect wooden and concrete benches, ramps for the disabled, brick and paved walkways, stairs, steps, loading ramps, and plazas from physical damage and more than ordinary wear caused by use of skateboards.

(1999 Ed.)

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-850, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 88-11-066 (Order 63), § 106-116-850, filed 5/18/88.]

**WAC 106-116-853 Definitions.** As used in WAC 106-116-850 through 106-116-859 "skateboard" means a device made of wood, plastic, metal, or components thereof, with wheels, ridden, as down an incline, usually in a standing position. It may or may not be motorized.

[Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-853, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 88-11-066 (Order 63), § 106-116-853, filed 5/18/88.]

**WAC 106-116-856 Skateboard regulations.** Skateboards may not be used on campus.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 88-11-066 (Order 63), § 106-116-856, filed 5/18/88.]

**WAC 106-116-859 Enforcement.** A skateboard user who refuses to abide by these regulations will be asked to leave the campus. Refusal to obey will subject the person to being cited for trespass under the provisions of chapter 9A.52 RCW.

If the user is a student, the student will be asked to remove the skateboard from use on campus. If the student refuses, a proceeding may be initiated under chapter 106-120 WAC, the student judicial code.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 88-11-066 (Order 63), § 106-116-859, filed 5/18/88.]

**WAC 106-116-901 Bicycle parking and traffic regulations.** (1) The primary aim of the bicycle control program is safety, and this aim will be achieved by keeping bicycles out of buildings, away from building exits, and parking them off paths and sidewalks. Bicycles must never be parked in stairwells, hallways, or any place which will be a safety hazard or hinder exit from buildings.

(2) Bicycles must be parked in racks. At times, rack space may not be available and parking near the racks is permitted provided the parked bicycles do not interfere with pedestrian traffic.

(3) The following specific regulations must be observed while operating bicycles on campus:

(a) Do not ride bicycles inside buildings at any time.

(b) Do not lean or park bicycles near or against windows.

(c) Pedestrians have the right of way on all malls and sidewalk areas of the university. At all times and places of congested pedestrian traffic, the bicycle rider must go slowly and yield to pedestrians. A violation of this provision shall constitute a moving violation and shall be referred directly to the court of the judge of the Lower Kittitas County district court.

(d) Bicyclists must observe the 10 m.p.h. speed limits on malls and service drives.

(e) Bicyclists must ride in designated lanes where they exist.

(4) Impoundment policy:

(a) Bicycles parked on paths, sidewalks, in buildings, or near building exits may be impounded, except in areas adja-

cent to residence halls, or as otherwise permitted and designated by the director of residential services as bike storage rooms. Bicycles left over 72 hours may be impounded.

(b) Impounded bicycles will be stored in a location determined by the chief of public safety and police services. Bicycles will be released at specific times and upon presentation of proof of ownership. Owners of impounded bicycles, if identifiable, will be notified immediately upon impoundment and must reclaim the bicycle within seven days.

(c) Abandoned, lost, or found bicycles that have been impounded shall be subject to sale in accordance with the laws of the state of Washington.

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 98-23-022, § 106-116-901, filed 11/9/98, effective 12/10/98. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28.35.120. 94-10-049 (Order CWU AO 72), § 106-116-901, filed 5/2/94, effective 6/2/94. Statutory Authority: RCW 28B.10.528, 28B.10.560 and 28B.35.120(12). 91-22-038 (Order CWU AO 67), § 106-116-901, filed 10/31/91, effective 12/1/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(12). 88-11-066 (Order 63), § 106-116-901, filed 5/18/88. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 81-22-051 (Order 47), § 106-116-901, filed 11/3/81; 81-08-010 (Order 46), § 106-116-901, filed 3/23/81; 80-11-027 (Order 45), § 106-116-901, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-02-023 (Order 37), § 106-116-901, filed 1/13/78; Order 24, § 106-116-901, filed 7/30/75; Order 15, § 106-116-901, filed 8/17/73.]

**WAC 106-116-902 Severability.** If any provision of these regulations or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications which can be given effect without the invalid provision or application, and to this end the separate paragraphs and provisions of these regulations are severable.

[Order 24, § 106-116-902, filed 7/30/75.]

### Chapter 106-120 WAC STUDENT JUDICIAL CODE

#### WAC

106-120-003	Purpose.
106-120-004	Definitions.
106-120-005	Provision for due process.
106-120-006	Students subject to judicial code.
106-120-007	Cooperation with law enforcement agencies.
106-120-021	Campus judicial council.
106-120-022	Subsidiary judicial agencies.
106-120-023	Campus judicial council—Membership.
106-120-024	Campus judicial council—Chair.
106-120-025	Campus judicial council—Quorum.
106-120-026	Campus judicial council—Advisor.
106-120-027	Proscribed conduct.
106-120-028	Disciplinary sanctions.
106-120-033	Readmission after suspension.
106-120-131	Initiation, investigation, and disposition of complaints.
106-120-132	Procedures for proceeding before the campus judicial council.
106-120-143	Summary suspension proceedings.

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

106-120-001	Rights and responsibilities. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-001, filed 10/4/78; Order 7, § 106-120-001, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-010	Rights and responsibilities of students. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-010, filed 5/16/79; 78-10-106 (Order 41), § 106-120-010, filed 10/4/78; Order 22,

106-120-011	Internal solution of problems. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-011, filed 10/4/78; Order 22, § 106-120-011, filed 7/29/75; Order 7, § 106-120-011, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-012	Rights and responsibilities of students—Student representation in college governance. [Order 7, § 106-120-012, filed 8/18/72, effective 9/20/72.] Repealed by Order 22, filed 7/29/75.
106-120-013	Definitions. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-013, filed 10/4/78; Order 22, § 106-120-013, filed 7/29/75; Order 7, § 106-120-013, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-020	Proscribed conduct. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-020, filed 5/16/79; 78-10-106 (Order 41), § 106-120-020, filed 10/4/78; Order 22, § 106-120-020, filed 7/29/75; Order 7, § 106-120-020, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-030	Disciplinary sanctions. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-030, filed 10/4/78; Order 22, § 106-120-030, filed 7/29/75; Order 7, § 106-120-030, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-031	Readmission after suspension. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-031, filed 10/4/78; Order 22, § 106-120-031, filed 7/29/75; Order 7, § 106-120-031, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-032	Readmission after suspension—Reestablishment of academic standing. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-032, filed 10/4/78; Order 7, § 106-120-032, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-040	Complaints—Disposition. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-040, filed 10/4/78; Order 22, § 106-120-040, filed 7/29/75; Order 7, § 106-120-040, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-041	Complaints—Disposition—Pending criminal proceedings for the campus judicial council. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-041, filed 10/4/78; Order 7, § 106-120-041, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-042	Notice requirements. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-042, filed 10/4/78; Order 22, § 106-120-042, filed 7/29/75; Order 7, § 106-120-042, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-043	Meeting with the dean of student development. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-043, filed 5/16/79; 78-10-106 (Order 41), § 106-120-043, filed 10/4/78; Order 22, § 106-120-043, filed 7/29/75; Order 7, § 106-120-043, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-120-050	Campus judicial council. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-050, filed 5/16/79; 78-10-106 (Order 41), § 106-120-050, filed 10/4/78; Order 22,

- 106-120-050, filed 10/4/78; Order 22, § 106-120-050, filed 7/29/75; Order 7, § 106-120-050, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-051 Membership in campus judicial council. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-051, filed 5/16/79; 78-10-106 (Order 41), § 106-120-051, filed 10/4/78; Order 22, § 106-120-051, filed 7/29/75; Order 7, § 106-120-051, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-052 Campus judicial council—Term of office. [Order 7, § 106-120-052, filed 8/18/72, effective 9/20/72.] Repealed by Order 22, filed 7/29/75.
- 106-120-053 Quorum. [Order 22, § 106-120-053, filed 7/29/75; Order 7, § 106-120-053, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-054 Extraordinary hearing boards. [Order 22, § 106-120-054, filed 7/29/75; Order 7, § 106-120-054, filed 8/18/72, effective 9/20/72.] Repealed by 78-10-106 (Order 41), filed 10/4/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-055 Procedures for hearing. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-120-055, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-055, filed 5/16/79; 78-10-106 (Order 41), § 106-120-055, filed 10/4/78; Order 22, § 106-120-055, filed 7/29/75; Order 7, § 106-120-055, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-056 Procedures for hearing—Admissible evidence. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-056, filed 10/4/78; Order 7, § 106-120-056, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-057 Procedures for hearing—Interference with proceedings. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-057, filed 10/4/78; Order 7, § 106-120-057, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-058 Decision by the hearing board. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-058, filed 10/4/78; Order 22, § 106-120-058, filed 7/29/75; Order 7, § 106-120-058, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-059 Decision by the hearing board—Final decision regarding disciplinary sanction. [Order 7, § 106-120-059, filed 8/18/72, effective 9/20/72.] Repealed by 78-10-106 (Order 41), filed 10/4/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-060 Initiation of summary suspension proceedings. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-060, filed 10/4/78; Order 22, § 106-120-060, filed 7/29/75; Order 7, § 106-120-060, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-061 Permission to enter or remain on campus. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-061, filed 5/16/79; 78-10-106 (Order 41), § 106-120-061, filed 10/4/78; Order 22, § 106-120-061, filed 7/29/75; Order 7, § 106-120-061, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-062 Notice of summary suspension proceedings. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-062, filed 5/16/79; 78-10-106 (Order 41), § 106-120-062, filed 10/4/78; Order 22, § 106-120-062, filed 7/29/75; Order 7, § 106-120-062, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-063 Notice of summary suspension proceedings—Procedures of summary suspension hearing. [Order 7, § 106-120-063, filed 8/18/72, effective 9/20/72.] Repealed by 78-10-106 (Order 41), filed 10/4/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-064 Decision by the dean. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-064, filed 5/16/79; 78-10-106 (Order 41), § 106-120-064, filed 10/4/78; Order 7, § 106-120-064, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-065 Notice of summary suspension proceedings—Notice of suspension. [Order 7, § 106-120-065, filed 8/18/72, effective 9/20/72.] Repealed by 78-10-106 (Order 41), filed 10/4/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-066 Suspension for failure to appear. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-120-066, filed 10/4/78; Order 7, § 106-120-066, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-067 Notice of summary suspension proceedings—Appeal. [Order 7, § 106-120-067, filed 8/18/72, effective 9/20/72.] Repealed by 78-10-106 (Order 41), filed 10/4/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-068 Notice of summary suspension proceedings—Summary suspension proceedings not duplicitious. [Order 7, § 106-120-068, filed 8/18/72, effective 9/20/72.] Repealed by 78-10-106 (Order 41), filed 10/4/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-070 Appeals. [Order 7, § 106-120-070, filed 8/18/72, effective 9/20/72.] Repealed by 78-10-106 (Order 41), filed 10/4/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-200 Purpose of the residence hall arbitration council. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-200, filed 5/16/79; Order 22, § 106-120-200, filed 7/29/75.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-210 The residence hall arbitration council. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-210, filed 5/16/79; Order 22, § 106-120-210, filed 7/29/75.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-220 Membership of the residence hall arbitration council. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-220, filed 5/16/79; Order 22, § 106-120-220, filed 7/29/75.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-230 Hearing procedures. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-230, filed 5/16/79; Order 22, § 106-120-230, filed 7/29/75.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-240 Disruptions of a council hearing. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-240, filed 5/16/79; Order 22, § 106-120-240, filed 7/29/75.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-250 Annual review of the residence hall arbitration council. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-250, filed 5/16/79; Order 22, § 106-120-250, filed 7/29/75.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-700 Demonstrations on campus. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-700, filed 5/16/79; Order 7, § 106-120-700, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

- 106-120-800 Right to form organizations. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-800, filed 5/16/79; Order 7, § 106-120-800, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-900 Student government. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-120-900, filed 5/16/79; Order 7, § 106-120-900, filed 8/18/72, effective 9/20/72.] Repealed by 85-07-032 (Order 58), filed 3/15/85. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-120-910 Constitution of the associated students of Central—Preamble. [Order 20, § 106-120-910, filed 3/24/75; Order 7, § 106-120-910, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-911 Constitution of the associated students of Central—Name. [Order 20, § 106-120-911, filed 3/24/75; Order 7, § 106-120-911, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-912 Constitution of the associated students of Central—Membership. [Order 20, § 106-120-912, filed 3/24/75; Order 7, § 106-120-912, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-913 Constitution of the associated students of Central—Organization. [Order 20, § 106-120-913, filed 3/24/75; Order 7, § 106-120-913, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-914 Constitution of the associated students of Central—The board of control. [Order 31, § 106-120-914, filed 8/17/76; Order 20, § 106-120-914, filed 3/24/75; Order 14, § 106-120-914, filed 7/23/73; Order 7, § 106-120-914, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-915 Constitution of the associated students of Central—Executive manager. [Order 31, § 106-120-915, filed 8/17/76; Order 20, § 106-120-915, filed 3/24/75; Order 14, § 106-120-915, filed 7/23/73; Order 7, § 106-120-915, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-916 Constitution of the associated students of Central—The judicial branch. [Order 31, § 106-120-916, filed 8/17/76; Order 20, § 106-120-916, filed 3/24/75; Order 14, § 106-120-916, filed 7/23/73; Order 7, § 106-120-916, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-917 Constitution of the associated students of Central—Elections. [Order 20, § 106-120-917, filed 3/24/75; Order 7, § 106-120-917, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- 106-120-918 Constitution of the associated students of Central—Organization. [Order 20, § 106-120-918, filed 3/24/75; Order 14, § 106-120-918, filed 7/23/73; Order 7, § 106-120-918, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- \*106-120-919 Constitution of the associated students of Central—Publications. [Order 7, § 106-120-919, filed 8/18/72, effective 9/20/72.] Repealed by Order 22, filed 7/29/75. Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- \*106-120-920 Constitution of the associated students of Central—Initiative and referendums. [Order 20, § 106-120-919 (codified and amended as WAC 106-120-920), filed 3/24/75; Order 7, § 106-120-920, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- \*106-120-921 Constitution of the associated students of Central—Amendments. [Order 20, § 106-120-920 (codified and amended as WAC 106-120-921), filed 3/24/75; Order 7, § 106-120-921, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- \*106-120-922 Constitution of the associated students of Central—The Enabling Act. [Order 20, § 106-120-921 (codified and amended as WAC 106-120-922), filed 3/24/75; Order 7, § 106-120-922, filed 8/18/72, effective 9/20/72.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.
- \*106-120-923 Constitution of the associated students of Central—Verification. [Order 20, § 106-120-922 (codified as WAC 106-120-923), filed 3/24/75.] Repealed by 78-09-045 (Order 40), filed 8/18/78. Statutory Authority: RCW 28B.19.050 and 28B.40.120.

**Reviser's note:** Order 40 (WSR 78-09-045) repeals sections 106-120-919 through 106-120-122 by section number, however, it repeals sections 106-120-920 through 106-120-923 by section caption. Since section 106-120-919 had previously been repealed by Order 22, filed July 29, 1975, it appears the intent was to repeal WAC 106-120-923 which appears in the above disposition table.

**WAC 106-120-003 Purpose.** The students of Central Washington University are responsible for complying with policies, standards, rules, and requirements for academic and social behavior formulated by the university for the maintenance of and orderly and responsible functioning of the university community. At the same time, students have protection through orderly procedures against arbitrary or capricious actions or decisions by university authorities. Due process is recognized as essential to the proper enforcement of university rules. The purpose of this chapter is to provide a procedure and rules by which a student will be afforded due process in the matter of alleged violations of university standards, rules and requirements governing academic and social conduct of students.

The university recognizes a responsibility to resolve behavior problems before they escalate into serious problems requiring the application of these rules. Therefore, the vice-president for student affairs shall generally review and/or investigate student behavioral problems which are referred by university community members or any subsidiary judicial agencies to the campus judicial council, or which otherwise come to the attention of the vice-president through campus safety reports or other official university reports. The vice-president shall be as proactive as is possible concerning the resolution of student behavioral problems and use reasonable arbitration and conflict resolution methods in order to prevent such problems from further interfering with the university community or the student's own educational progress.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-120-003, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-003, filed 3/15/85.]

**WAC 106-120-004 Definitions.** (1) "University" shall mean Central Washington University.

(2) "Vice-president" shall mean the vice-president for student affairs of the university or the vice-president's designee.

(3) "Student" shall mean a person enrolled either full or part time, pursuing undergraduate or graduate studies, or a person accepted for admission or readmission to the university.

(4) "University community" shall include the employees and students of Central Washington University and all property and equipment of the university.

(5) "Hazing" shall include any method of initiation into a student organization or living group, or any pastime or amusement engaged in with respect to such an organization or living group that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student or other person attending Central Washington University. The term does not include customary athletic events or other similar contests or competitions.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-120-004, filed 10/12/94, effective 11/12/94. Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-004, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-004, filed 3/15/85.]

**WAC 106-120-005 Provision for due process.** The vice-president shall provide for due process for students throughout the behavioral problem solving intervention by following the proper steps related to the initiation, investigation, and disposition of complaints against a student which is outlined in WAC 106-120-131.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-005, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-005, filed 3/15/85.]

**WAC 106-120-006 Students subject to judicial code.** Any student is subject to these rules, independent of any other status the individual may have with the university. Any action taken against a student under these rules shall be independent of other actions taken by virtue of another relationship with the university in addition to that of student.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-006, filed 3/15/85.]

**WAC 106-120-007 Cooperation with law enforcement agencies.** Central Washington University distinguishes its responsibility for student conduct from the controls imposed by the larger community beyond the university, and of which the university is a part. The university does not have the responsibilities of a parent for the conduct of students, and is not responsible for conduct of students off campus. When students are charged with violations of laws of the nation or state, or ordinances of the county or city, the university will neither request nor agree to special consideration for students because of their status as students, but the university will cooperate with law enforcement agencies, courts, and any other agencies in programs for rehabilitation of students.

Central Washington University reserves the right to impose the provisions of this chapter and apply further sanctions before or after law enforcement agencies, courts, and other agencies have imposed penalties or otherwise disposed of a case.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-007, filed 3/15/85.]

**WAC 106-120-021 Campus judicial council.** The campus judicial council shall be the principal campus-wide

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judicial body with jurisdiction over all students, whether graduate or undergraduate, and student organizations and authority to hear all charges of misconduct. It has authority to impose the sanctions described in WAC 106-120-028.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-021, filed 3/15/85.]

**WAC 106-120-022 Subsidiary judicial agencies.** Other divisions of the university may elect to establish subsidiary judicial agencies over which the campus judicial council will have appellate jurisdiction. Subsidiary judicial agencies or persons levying sanctions should devise sanctions which are in proportion to both the nature and extent of the misconduct, and which redress injury, damage, expense, inconvenience and/or grievance as far as possible. Appeal from subsidiary councils or agencies must be made within five working days from the time of publication of findings by said subsidiary judicial agency. Failure to file such an appeal will constitute and be construed as full acceptance by all parties of the findings.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-022, filed 3/15/85.]

**WAC 106-120-023 Campus judicial council—Membership.** The campus judicial council shall consist of three faculty members holding the rank of assistant professor or above, and eight students, at least one of whom should be a graduate student if a graduate student files for appointment to the council.

(1) The faculty members of the council shall be designated in accordance with procedures established by the faculty senate.

(2) The student members of the council shall be selected in accordance with procedures established by the constitution of the associated students of Central Washington University. Eight student members shall be appointed, each student being appointed for a term of one calendar year. Terms of office for students begin with the first day of instruction of the academic year for which the student is appointed.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-023, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-023, filed 3/15/85.]

**WAC 106-120-024 Campus judicial council—Chair.** A campus judicial council chair shall be elected at the first meeting each academic year and shall continue in office until the person resigns or is recalled. The duties of the chair are as follows:

(1) To call regular and special meetings of the council by notification to members at least twenty-four hours in advance of the meeting time, except in bona fide emergency situations.

(2) To preside over all regular and special meetings.

(3) To act as presiding officer at all meetings of the proceeding board.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-024, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-024, filed 3/15/85.]

**WAC 106-120-025 Campus judicial council—Quorum.** Two of the faculty members and three of the student members of the council shall constitute a quorum.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-025, filed 3/15/85.]

**WAC 106-120-026 Campus judicial council—Advisor.** The vice-president shall appoint a faculty member as a judicial council advisor whose duties shall be to convene the council, and advise the council during all meetings and hearings.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-026, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-026, filed 3/15/85.]

**WAC 106-120-027 Proscribed conduct.** A student shall be subject to disciplinary action or sanction upon violation of any of the following conduct proscriptions:

(1) Disruptive and disorderly conduct which interferes with the rights and opportunities of other students to pursue their academic studies.

(2) Academic dishonesty in all its forms including, but without being limited to:

(a) Cheating on tests.

(b) Copying from another student's test paper.

(c) Using materials during a test not authorized by the person giving the test.

(d) Collaboration with any other person during a test without authority.

(e) Knowingly obtaining, using, buying, selling, transporting, or soliciting in whole or in part the contents of an unadministered test or information about an unadministered test.

(f) Bribing any other person to obtain an unadministered test or information about an unadministered test.

(g) Substitution for another student or permitting any other person to substitute for oneself to take a test.

(h) "Plagiarism" which shall mean the appropriation of any other person's work and the unacknowledged incorporation of that work in one's own work offered for credit.

(i) "Collusion" which shall mean the unauthorized collaboration with any other person in preparing work offered for credit.

(3) Filing a formal complaint with the vice-president with the intention of falsely accusing another with having violated a provision of this code.

(4) Furnishing false information to any university official, especially during the investigation of alleged violations of this code.

(5) Furnishing false information to the campus judicial council with the intent to deceive, the intimidation of witnesses, the destruction of evidence with the intent to deny its presentation to the campus judicial council or the willful failure to appear before the campus judicial council or the vice-president when properly notified to appear.

(6) Intentionally setting off a fire alarm or reporting a fire or other emergency or tampering with fire or emergency equipment except when done with the reasonable belief in the existence of a need therefore.

(7) Forgery, alteration, or misuse of university documents, records, or identification cards.

(8) Sexual assault in any form, including acquaintance rape and other forced and/or nonconsensual sexual activity.

(9) Actual or attempted physical/emotional abuse of any person or conduct which threatens or endangers the health and safety of any person or which intentionally or recklessly causes a reasonable apprehension of harm to any person.

(10) Harassment of any sort or any malicious act which causes harm to any person's physical or mental well being.

(11) Recklessly engaging in conduct which creates a substantial risk of physical harm to another person.

(12) Creating noise in such a way as to interfere with university functions or using sound amplification equipment in a loud and raucous manner.

(13) Theft or malicious destruction, damage or misuse of university property, private property of another member of the university community, whether occurring on or off campus; or theft or malicious destruction, damage or misuse on campus of property of a nonmember of the university community.

(14) Unauthorized seizure or occupation or unauthorized presence in any university building or facility.

(15) Intentional disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other university activities or programs whether occurring on or off campus or of activities or programs authorized or permitted by the university to be conducted on campus.

(16) Intentional participation in a demonstration which is in violation of rules and regulations governing demonstrations promulgated by the university.

(17) Unauthorized entry upon the property of the university or into a university facility or any portion thereof which has been reserved, restricted in use, or placed off limits; unauthorized presence in any university facility after closing hours; or unauthorized possession or use of a key to any university facility.

(18) Possession or use on campus of any firearm, dangerous weapon or incendiary device or explosive unless such possession or use has been authorized by the university.

(19) Possession, use, or distribution on campus of any controlled substance as defined by the laws of the United States or the state of Washington except as expressly permitted by law.

(20) Violation of the university policy on alcoholic beverages which states:

(a) Persons twenty-one years of age or older may possess and/or consume alcoholic beverages within the privacy of their residence hall rooms or apartments. Washington state law provides severe penalties for the possession or consumption of alcoholic beverages by persons under twenty-one years of age and for persons who furnish alcoholic beverages to minors. All university students should be aware of these laws and the possible consequences of violations.

(b) The university does not condone the consumption of alcoholic beverages by minors at functions sponsored by Central Washington University organizations. Organizations are held responsible for the conduct of their members at functions sponsored by the organization and for failure to comply with Washington state law.

(c) The campus judicial council may place on probation any organization or prohibit a specific campus social function when the consumption of alcoholic beverages has become a problem of concern to the university.

(21) Conduct which violates the university policies on computer use.

(22) Violation of clearly stated proscriptions in any published rule or regulation promulgated by any official campus committee or commission or council acting within the scope of its authority.

(23) Violation on campus of any state or federal law or violation of any state or federal law off campus while participating in any university sponsored activity.

(24) Conspiracy to engage in hazing or participation in hazing of another.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 and 94-21-097, (Orders CWU AO 75 and CWU AO 75A), § 106-120-027, filed 10/12/94 and 10/19/94, effective 11/12/94 and 11/19/94. Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-027, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-120-027, filed 11/7/86; 85-07-032 (Order 58), § 106-120-027, filed 3/15/85.]

**WAC 106-120-028 Disciplinary sanctions.** The following definitions of disciplinary terms have been established and may be the sanctions imposed by the vice-president or by the campus judicial council.

(1) Warning. Notice in writing that the student has violated university rules or regulations or has otherwise failed to meet the university's standard of conduct. Such warning will contain the statement that continuation or repetition of the specific conduct involved or other misconduct will normally result in one of the more serious disciplinary actions described below.

(2) Disciplinary probation. Formal action specifying the conditions under which a student may continue to be a student at the university including limitation of specified activities, movement, or presence on the CWU campus. The conditions specified may be in effect for a period of time or for the duration of the student's attendance at the university.

(3) Restitution. An individual student may be required to make restitution for damage or loss to university or other property and for injury to persons. Failure to make restitution will result in suspension for an indefinite period of time as set forth in subsection (4) below provided that a student may be reinstated upon payment.

(4) Suspension. Dismissal from the university and from status as a student for a stated period. The notice suspending the student will state in writing the term of the suspension and any condition(s) that must be met before readmission is granted. The student so suspended must demonstrate that the conditions for readmission have been met. There is to be no refund of fees for the quarter in which the action is taken, but fees paid in advance for a subsequent quarter are to be refunded.

(5) Deferred suspension. Notice of suspension from the university with the provision that the student may remain enrolled contingent on meeting a specified condition. Not meeting the contingency shall immediately invoke the suspension for the period of time and under the conditions originally imposed.

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(6) Expulsion. The surrender of all rights and privileges of membership in the university community and exclusion from the campus without any possibility for return.

(7) For the specific instance of hazing, forfeiture of any entitlement to state-funded grants, scholarships, or awards for a specified period of time.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-120-028, filed 10/12/94, effective 11/12/94. Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-028, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-028, filed 3/15/85.]

**WAC 106-120-033 Readmission after suspension.**

Any student suspended from the university under the provisions of the student judicial code may be readmitted upon expiration of the time period specified in the document of original suspension.

If circumstances warrant reconsideration of the suspension prior to its time of expiration, the student may be readmitted following approval of a written petition submitted to the vice-president. Such petitions must state reasons which either provide new evidence concerning the situation which resulted in the suspension, or demonstrate that earlier readmission is in the best interest of the student and the university. Approval for such readmission must be given by the vice-president or by the campus judicial council.

Students who have been suspended and whose suspension upon appeal is found to have been unwarranted shall be provided full opportunity to reestablish their academic and student standing to the extent possible within the abilities of the university, including an opportunity to retake examinations or otherwise complete course offerings missed by reason of such action.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-033, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-033, filed 3/15/85.]

**WAC 106-120-131 Initiation, investigation, and disposition of complaints.** (1) Philosophy.

When student behavioral problems occur, the university employs a team problem-solving approach. The director of housing, director of residence living, and the chief of public safety and police services join the assistant and associate vice-president weekly to review residence living incident reports filed by living group advisors and hall managers, as well as campus police reports which cover both on-campus and off-campus students. This problem-solving team then deals with student behavioral problems which constitute violations of this code.

The problem-solving team works together to suggest intervention strategies which are considered to be most appropriate and effective for eliminating specific negative student behaviors.

(2) Process.

Incidents which come to the attention of the problem-solving team may be addressed in one of the following ways:

- (a) No action;
- (b) Informal meetings with relevant university officials;

(c) Referral to the residence hall arbitration council, for resolving certain disputes within the residence halls;

(d) Proceedings in the office of the vice-president.

Official proceedings in the vice-president's office are conducted when it becomes apparent to the problem-solving team that the initial and more informal forms of intervention with a student have been unsuccessful in positively modifying a student's behavior. The following rules will govern the processing of alleged violations of the proscribed conduct listed in the student judicial code.

(3) A complaint alleging misconduct against any student at the university may be filed by anyone at the office of the vice-president. Students, faculty members, administrators, and other employees of the university shall have concurrent authority to request the commencement of the disciplinary proceedings provided for in this chapter. A person filing a complaint shall be complainant of record.

(4) Any student charged in a complaint shall receive oral or written notification from the vice-president. Such notice shall:

(a) Inform the student that a complaint has been filed alleging that the student violated specific provisions of the student judicial code and the date of the violation(s);

(b) Set forth those provisions allegedly violated;

(c) Specify a time and date the student is required to meet with the vice-president or designee; and

(d) Inform the student that failure to appear at the appointed time at the vice-president's office may subject the student to suspension from the university.

(5) When the vice-president meets with the student, the vice-president shall:

(a) Provide for the student a copy of the student judicial code;

(b) Review the facts of the alleged violation with the student; and

(c) Conduct an investigation into the alleged violation.

(6) Upon completion of the review with the student and/or the investigation, the vice-president may:

(a) Drop the charges, when they appear to be invalid or without substance or capricious;

(b) Issue a verbal warning;

(c) Apply any of the sanctions as outlined in WAC 106-120-028 if such sanction is warranted by the evidence;

(d) Refer the case to the campus judicial council; or

(e) Invoke the summary suspension procedure as outlined in WAC 106-120-143 when deemed appropriate.

The vice-president shall inform the student that the vice-president's sanction may be appealed to the campus judicial council, and that if an appeal is made, the vice-president shall take no action or make any determination, except for summary suspension, in the matter other than to inform the student of the time, date, and location of the proceeding by the campus judicial council.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-120-131, filed 10/12/94, effective 11/12/94. Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-131, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-131, filed 3/15/85.]

**WAC 106-120-132 Procedures for proceeding before the campus judicial council.** (1) When a case is referred to the campus judicial council the vice-president shall forward to the council:

(a) A statement describing the alleged misconduct;

(b) The name and address of the complainant;

(c) The name and address of the student charged; and

(d) All relevant facts and statements.

(2) The council chair shall call a special meeting of the council and arrange for a proceeding in the following manner:

(a) The council shall determine the time and place of the proceeding, which shall be at least ten days after delivery of written notice to the student. In the interest of timeliness and efficiency, upon the request of either the student or the vice-president, this ten-day interval may be waived by the vice-president, with the student's permission. Time and place shall be set to make the least inconvenience for all interested parties. The chair may change the time and place of the proceeding for sufficient cause.

(b) The council shall draw lots for five student names, one of whom will serve as an alternate to be available until the proceeding board has been constituted.

(c) No case shall be heard unless the full membership of the proceeding board is present.

(d) All cases will be heard de novo, whether the case be an appeal from a subsidiary judicial body or is heard as an original complaint.

(3) The council chair shall send written notice by certified mail of the proceeding to the student to the student's last known address. The notice shall contain:

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

(b) To the extent known, a list of witnesses who will appear; and

(c) A summary description of any documentary or other physical evidence that would be presented by the university.

(4) The student shall have all authority possessed by the university to obtain information he/she specifically describes in writing and tenders to the council chair no later than two days prior to the proceeding or to request the presence of witnesses, or the production of other evidence relevant to the proceeding. However, the university shall not be liable for information requested by the student or the presence of any witnesses when circumstances beyond the control of the university prevent the obtaining of such information or the attendance of such witnesses at the proceeding.

(5) Proceedings will ordinarily be held in closed session unless the proceeding board determines there is a compelling reason for the proceeding to be open, or the student requests an open proceeding. A closed proceeding shall include only members of the proceeding board, persons directly involved in the proceeding as parties and persons called as witnesses.

(6) The proceeding shall be audio tape recorded, and the tape shall be on file at the office of the vice-president for a period of three years.

(7) The university shall be represented by the vice-president who shall present the university's case against the student.

(8) The student may be accompanied by counsel, or another third party, who may offer advice. If the student utilizes an attorney as advisor, the student must give to the vice-president two days notice of intent to do so. If the student elects to be advised by an attorney, the vice-president may elect to have the university advised by an assistant attorney general.

(9) The council chair shall insure that:

(a) The proceeding is held in an orderly manner giving full care that the rights of all parties to a full, fair and impartial proceeding are maintained.

(b) The charges and supporting evidence or testimony shall be presented first, and that there is full opportunity for the accused student to challenge the testimony and/or evidence, and to cross examine appropriately.

(c) The student charged shall next present evidence or testimony to refute the charge, and that there is full opportunity for the accuser to challenge testimony and/or evidence, and to cross examine appropriately.

(d) Only those materials and matters presented at the proceeding will be considered as evidence. The presiding officer shall exclude incompetent, irrelevant, immaterial, and unduly repetitious evidence.

(10) Any person disruptive of the proceeding or any other procedure described in this document may be excluded from the process by the chair of the campus judicial council or by the vice-president, using such means as are necessary to ensure an orderly process. Any student engaging in such interference shall be in contempt and may be summarily suspended from the university by the campus judicial council or the vice-president immediately. The student shall be subject to a suspension or any lesser sanction as may be determined by the campus judicial council or the vice-president at the time the interference takes place or within fifteen working days thereafter.

(11) The student has a right to a fair and impartial proceeding, but the student's failure to cooperate with or attend a proceeding procedure shall not preclude the committee from making its finding of facts, conclusions, and recommendations. Failure by the student to cooperate may be taken into consideration by the campus judicial council and the vice-president in deciding the appropriate disciplinary action.

(12) Upon conclusion of the proceeding, the proceeding board in closed session shall consider all the evidence presented and decide by majority vote to exonerate the student or to impose one of the sanctions authorized by this document.

(13) The student shall be provided with a copy of the board's findings of fact and conclusions regarding whether the student did violate any rule or rules of the student judicial code and the board's decision as to the appropriate sanction to be imposed.

(14) If a student charged with misconduct under this code has been charged with a crime for the same act or closely related acts by federal, state, or local authorities, or if it appears that such criminal charge is under consideration, the campus judicial council may postpone action on the complaint until there has been a disposition of the criminal charge or of the consideration of filing such charge. However, prior to action by other agencies, the council may proceed to hear and decide the case if in the judgment of the council, the

nature of the alleged misconduct and the circumstances surrounding it pose a serious risk to the health or well being of the student or other members of the university. If there is a determination of guilt by the council and if the subsequent criminal proceedings result in a judgment of acquittal, the student may petition the campus judicial council for a rehearing.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-120-132, filed 10/12/94, effective 11/12/94. Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-132, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-132, filed 3/15/85.]

**WAC 106-120-143 Summary suspension proceedings.** The vice-president may summarily suspend any student from the university pending investigation, action of prosecution of charges of an alleged proscribed conduct violation or violations, if the vice-president has reason to believe that the student's physical or emotional safety and well-being, or the safety and well-being of other university community members, or the protection of property requires such suspension.

(1) If the vice-president finds it necessary to exercise the authority to summarily suspend a student the vice-president shall:

(a) Give to the student an oral or written notice of intent to determine if summary suspension is an appropriate action;

(b) Give an oral or written notice of the alleged misconduct and violation(s) to the student;

(c) Give an oral or written explanation of the evidence in support of the charge(s) to the student;

(d) Give an oral or written notice of the time and place of the summary suspension proceeding before the vice-president; and

(e) Determine a time for the summary suspension proceeding to be held within thirty-six hours;

(f) Give an oral or written explanation of the summary suspension which may be imposed on the student.

(2) At the place and time designated for the summary suspension proceeding, the vice-president shall:

(a) Consider the evidence relating specifically to the probability of danger to the student, to others on the campus, or to property;

(b) Provide the student with an opportunity to show why continued presence on campus does not constitute a danger to the physical and emotional well being of self or others, or a danger to property;

(c) Give immediate oral notice of his or her decision to the student to be followed by written notice; and

(d) If summary suspension is warranted, summarily suspend the student for no more than fifteen working days with a judicial council proceeding of the allegations to have commenced by the end of the suspension period.

(3) If a student has been instructed by the vice-president to appear for summary suspension proceedings and then fails to appear at the time designated, the vice-president may suspend the student from the university, and shall give written notice of suspension to the student at the last address of record on file with the university.

(4) During the period of summary suspension, the suspended student shall not enter the campus of the university

other than to meet with the vice-president. However, the vice-president may grant the student special permission for the express purpose of meeting with faculty, staff, or students in preparation for a proceeding before the campus judicial council.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-120-143, filed 10/12/94, effective 11/12/94. Statutory Authority: Chapter 34.05 RCW and RCW 28B.35.120(11). 91-04-054, § 106-120-143, filed 2/4/91, effective 3/7/91. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 85-07-032 (Order 58), § 106-120-143, filed 3/15/85.]

### Chapter 106-122 WAC

#### LOSS OF ELIGIBILITY—STUDENT ATHLETIC PARTICIPATION

##### WAC

106-122-100 Immediate suspension.

**WAC 106-122-100 Immediate suspension.** Student athletes found to have violated chapter 69.41 RCW (Legend drugs—Prescription drugs) shall, upon conviction, be immediately suspended from participation in school-sponsored athletic events by the director of athletics. The period of loss of eligibility to participate will be determined by the director of athletics at the conclusion of a brief adjudicative hearing, to be commenced within twenty days of the suspension.

[Statutory Authority: RCW 28B.35.120(12). 91-23-031 (Order CWU AO 69), § 106-122-100, filed 11/12/91, effective 12/13/91.]

### Chapter 106-124 WAC

#### GENERAL CONDUCT—RIGHTS AND RESPONSIBILITIES OF UNIVERSITY COMMUNITY MEMBERS

##### WAC

106-124-010 Financial obligations of students.  
 106-124-011 Financial obligations of students—Appeal procedure.  
 106-124-150 Alumni records.  
 106-124-700 Firearms, explosives, dangerous chemicals—Restrictions.  
 106-124-801 Animals prohibited.

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

106-124-100 Speakers and programs. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-100, filed 8/14/80; Order 7, § 106-124-100, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-101 Speakers and programs—Scope of regulations—Exceptions. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-101, filed 8/14/80; Order 7, § 106-124-101, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-102 Speakers and programs—Convention restrictions. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-102, filed 8/14/80; Order 7, § 106-124-102, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-105 Definitions. [Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 84-22-011 (Order 57), § 106-124-105, filed 10/29/84. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-105, filed 8/14/80; Order 7, § 106-124-105,

filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-110 College divisions—Right to invite speakers and/or programs. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-110, filed 8/14/80; Order 7, § 106-124-110, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-120 Organizations—Right to invite speakers or programs. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-120, filed 8/14/80; Order 7, § 106-124-120, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-121 Organizations—No assumption of obligation. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-121, filed 8/14/80; Order 7, § 106-124-121, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-122 Organizations—Procedures. [Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 84-22-011 (Order 57), § 106-124-122, filed 10/29/84. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-122, filed 8/14/80; Order 7, § 106-124-122, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-123 Organizations—Scheduling limitations on use of facilities for speakers and programs. [Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 84-22-011 (Order 57), § 106-124-123, filed 10/29/84. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-123, filed 8/14/80; Order 7, § 106-124-123, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-130 Organizations—Registry. [Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 84-22-011 (Order 57), § 106-124-130, filed 10/29/84. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-130, filed 8/14/80; Order 7, § 106-124-130, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-131 Organizations—Organizational conduct—General policy. [Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-131, filed 8/14/80; Order 7, § 106-124-131, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).  
 106-124-802 Animals prohibited—Exception. [Order 7, § 106-124-802, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

#### WAC 106-124-010 Financial obligations of students.

Admission to or registration with the university, conferring of degrees, and issuance of academic transcripts or grade reports may be withheld for failure to meet financial obligations to the university.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-124-010, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-10-106 (Order 41), § 106-124-010, filed 10/4/78; Order 4, § 106-124-010, filed 6/16/72, effective 7/20/72.]

**WAC 106-124-011 Financial obligations of students—Appeal procedure.** Every student has the right to appeal an assessment by the university of a fee, fine, charge, debt, or other financial obligation by filing a written petition

with the appropriate dean or nonacademic area director stating the student's reasons for challenging the validity of the assessed obligation. The written petition must be filed not more than thirty days after the notice of assessment was sent to the student. The dean or director, or designee, shall review the university's decision to assess the fee, fine, charge, debt, or other financial obligation in light of the student's petition appealing the assessment and shall render a decision thereon which shall be final.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-124-011, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 79-06-046 (Order 43), § 106-124-011, filed 5/16/79; 78-10-106 (Order 41), § 106-124-011, filed 10/4/78; Order 4, § 106-124-011, filed 6/16/72, effective 7/20/72.]

**WAC 106-124-150 Alumni records.** Alumni records are not considered to be student records and do not fall within the provisions of the Family Educational Rights and Privacy Act of 1974. The alumni affairs office shall be the office through which the university maintains communication with its alumni, and it shall be responsible for the maintenance of current files covering alumni information. Alumni records and mailing lists maintained by the alumni affairs office shall be confidential property of the university and the alumni association and shall not generally be available to any other agency or casual inquirers.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-124-150, filed 11/7/86.]

**WAC 106-124-700 Firearms, explosives, dangerous chemicals—Restrictions.** No person shall have in his possession any gun, pistol, firearm, explosive, dangerous chemicals, or other dangerous weapons or instruments on university-owned or university-leased property except as follows:

(1) Authorized law enforcement officers shall be permitted to carry arms while on duty and engaged in their regular duties;

(2) Activities requiring use of the prohibited items may be conducted upon approval of the president or his designee;

(3) Persons with firearms in their possession shall be permitted to travel enroute to or from the university-provided firearm storage facilities only.

Violators of this WAC shall be subject to appropriate disciplinary or legal action.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-124-700, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 84-12-027 (Order 56), § 106-124-700, filed 5/29/84.]

**WAC 106-124-801 Animals prohibited.** (1) No animals, including dogs and cats, except service dogs, will be allowed, under any circumstances, in any university-operated building.

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

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

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-124-801, filed 10/12/94, effective 11/12/94.]

(1999 Ed.)

Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-124-801, filed 11/7/86; 84-22-011 (Order 57), § 106-124-801, filed 10/29/84. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-124-801, filed 8/14/80; Order 7, § 106-124-801, filed 8/18/72, effective 9/20/72.]

## Chapter 106-140 WAC USE OF FACILITIES

### WAC

106-140-010	Business sales.
106-140-011	Business sales—Restrictions.
106-140-020	Advertising—Advertising in recognized student and faculty publications.
106-140-021	Advertising—Advertising on bulletin boards.
106-140-023	Advertising rates—Student publications.
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106-140-027	Gallery art display.
106-140-031	Publicity and literature—Outdoor signs.
106-140-032	Publicity and literature—Bulletin boards.
106-140-033	Publicity and literature—Personal "for sale" notices.
106-140-034	Publicity and literature—Free dissemination of literature.
106-140-035	Publicity and literature—Use of tables.
106-140-036	Publicity and literature—Commercial advertising prohibited.
106-140-040	Selling on campus.
106-140-050	Soliciting and selling of published materials.
106-140-051	Soliciting and selling of published materials—Exceptions.
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106-140-110	Telephone services—Long distance calls.
106-140-111	Telephone services—Requests for repairs.
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106-140-120	Motor pool—University vehicles—University personnel.
106-140-121	Motor pool—University vehicles—Student personnel.
106-140-130	Prohibition of smoking.
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106-140-135	Keys—Transferring/loaning prohibited.
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106-140-156	University bookstore—Packages.
106-140-158	University bookstore—Sales restrictions.
106-140-160	Use of university mailing and stationery services.
106-140-401	Facilities scheduling and use.
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106-140-411	Use of facilities for campaign purposes—Requirements.
106-140-527	Available space—Prohibition.
106-140-528	Available space—Limitations.
106-140-600	Entertainment policy.
106-140-601	Entertainment defined.
106-140-605	Entertainment—Approval required.
106-140-632	Entertainment—Damages bond—Responsibilities of sponsor.
106-140-640	Festivals prohibited.
106-140-660	Authority of athletic director to administer athletic events.
106-140-670	Authority of vice-president for student affairs to administer recreation program.
106-140-680	Authority of academic departments to administer their sponsored public events.

### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

106-140-001	Business enterprises policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-001, filed 7/11/78; Order 2, § 106-140-001, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-140-030	Publicity and literature. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-030, filed 7/11/78; Order 2, § 106-140-030, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86.

- 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-053 Soliciting and selling of published materials—Time, place and manner of soliciting and selling of published materials. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-053, filed 7/11/78; Order 2, § 106-140-053, filed 1/13/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-101 Use of university facilities—Business office. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-101, filed 7/11/78; Order 4, § 106-140-101, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-140 Business office hours—Cashier. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-140, filed 7/11/78; Order 4, § 106-140-140, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-145 Check cashing-cashier's office. [Order 4, § 106-140-145, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-146 Check cashing-cashier's office—Partial return in cash. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-146, filed 7/11/78; Order 4, § 106-140-146, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-150 University bookstore—Refunds. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-150, filed 7/11/78; Order 4, § 106-140-150, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-151 University bookstore—Used book purchases. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-151, filed 7/11/78; Order 4, § 106-140-151, filed 6/16/72, effective 7/20/72.] Repealed by 83-11-033 (Order 52), filed 5/16/83. Statutory Authority: RCW 28B.35.120(11).
- 106-140-152 University bookstore—Bookstore check cashing policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-152, filed 7/11/78; Order 4, § 106-140-152, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-153 University bookstore—Methods of purchase. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-153, filed 7/11/78; Order 4, § 106-140-153, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-154 University bookstore—Book orders. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-154, filed 7/11/78; Order 4, § 106-140-154, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-155 College bookstore—Pricing. [Order 4, § 106-140-155, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-157 University bookstore—Animals prohibited. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-157, filed 7/11/78; Order 4, § 106-140-157, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-140-159 University bookstore—Hours. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-159, filed 7/11/78; Order 4, § 106-140-159, filed 6/16/72, effective 7/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

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

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

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

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

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

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

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

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

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

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

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

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

(2) Rates shall bear reasonable relationship to prevailing commercial standards and shall be based upon current eco-

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nomie conditions, publication financial requirements, and competitive situations.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(3) For Central Washington University student election campaigns, other areas such as the west end of Black Hall or the east end of Hertz Hall may be designated by the election

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committee subject to the approval of the university official responsible for that area.

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

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

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

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

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

**WAC 106-140-032 Publicity and literature—Bulletin boards.** Posting on bulletin boards for regularly scheduled meetings shall not be earlier than three days before an event; posters for major activities such as speakers and dances shall not be placed on bulletin boards until seven days before the event. All posters shall be removed within thirty-six hours after the event. Maximum allowable size of any sign is 12 x 18 inches; any sign in excess of the stated size may be removed at any time.

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

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

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

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

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

**WAC 106-140-035 Publicity and literature—Use of tables.** Representatives of organizations recognized by the

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associated students of Central may arrange for use of literature tables through the scheduling office. Such tables shall be used only for literature from students, faculty, or departments.

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

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

[Statutory Authority: RCW 28B.35.120(12) and 28B.10.528. 95-22-058, § 106-140-036, filed 10/30/95, effective 11/30/95. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-140-036, filed 7/11/78; Order 2, § 106-140-036, filed 1/13/72.]

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

(1) University housing:

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

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

(2) Other campus areas, as follows:

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

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

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

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

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-140-040, filed 10/3/94, effective 11/3/94. Stat-

utory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-140-040, filed 11/7/86. Statutory Authority: RCW 28B.40.120. 78-02-048 (Order 38), § 106-140-040, filed 1/19/78; Order 2, § 106-140-040, filed 1/13/72.]

**WAC 106-140-050 Soliciting and selling of published materials.** The personal, noncommercial soliciting, selling, exposing for sale, or offering to sell by a person or persons, of any books, newspapers, magazines, pamphlets, and similar published materials shall be permitted within the boundaries of Central Washington University property, provided that such published materials are not already available for sale at the university, and shall be subject to regulation by the university president or his designee as to the time, place, and manner thereof. Applications for permission to solicit or sell under this policy shall be submitted to the president or his designee twenty-four hours prior to the time such use of the university facilities is desired. The president or his designee shall establish the time, place, and manner that such soliciting and selling shall occur within the boundaries of university property. All rules and regulations, orders or directives adopted by the president or his designee pursuant to this section shall be promulgated.

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

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

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

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

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

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

Violation of this section may result in disciplinary action.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**WAC 106-140-131 Building key—Authority to issue.** (1) Only department chairs and administrative heads may authorize issuance of submaster, building entrance, or indi-

vidual room keys for their departments to faculty, staff, administrators, students, contractors, vendors, or service agents.

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

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

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

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

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

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

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

**WAC 106-140-137 Failure to return keys to lock shop—Penalties.** Failure to return keys to the lock shop may result in withholding of salary/wages, transcripts, registration, and/or graduation.

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

**WAC 106-140-156 University bookstore—Packages.** The public is required to leave all packages, books, supplies, packs, bags, large handbags, etc., outside the university bookstore sales display area, provided that those carried in shall be subject to search prior to leaving the sales display area.

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

**WAC 106-140-158 University bookstore—Sales restrictions.** Only merchandise or items sold by the univer-

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sity bookstore as a part of its operation may be sold within the university bookstore premises.

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

**WAC 106-140-160 Use of university mailing and stationery services.** No one may employ university stationery, services (mail, duplicating, equipment, etc.), and supplies for personal use or for organizations not sponsored solely by the university.

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

**WAC 106-140-401 Facilities scheduling and use.** The coordinator of the university scheduling center shall have authority for approving and scheduling the use of the following facilities:

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

(2) Samuelson Union Building facilities;

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

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

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

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

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

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

**WAC 106-140-527 Available space—Prohibition.**

University organizations or members of the staff, faculty, students, or administration of Central Washington University shall not be permitted to assume cosponsorship for another group or individual in order to favorably affect scheduling priority or to reduce the costs otherwise chargeable to such other group or individual.

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

**WAC 106-140-528 Available space—Limitations.**

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

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

**WAC 106-140-600 Entertainment policy.** The entertainment policy for Central Washington University shall be maintained by the director of student activities, except for those for university housing which shall be maintained by the director of housing services and the director of residence living. All entertainment as defined in WAC 106-140-601 shall be presented in accordance with this policy and in accordance with the provisions of WAC 106-140-602 through 106-140-632.

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

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

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

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

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

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

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

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

(3) Each organization or private entity assumes responsibility for all violations of campus regulations and policies, state law, and federal law which occur in connection with the use of the facilities and shall hold the university harmless from any claims or liability for any act or failure to act on the part of the organization.

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

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

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

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

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

**WAC 106-140-670 Authority of vice-president for student affairs to administer recreation program.** The vice-president for student affairs or designee may establish reasonable admission charges, schedules, rules, and regulations regarding uses, attendance, and crowd control at Nicholson Pavilion and Pool, and admission charges will be

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assessed for university employees and their immediate families during such periods. Advance notice of such charges, schedules, rules, and regulations shall be provided to interested parties, whenever possible, by the vice-president or designee.

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

**WAC 106-140-680 Authority of academic departments to administer their sponsored public events.** Following approval by the appropriate dean, academic departments may establish reasonable admissions fees, rules, and regulations regarding attendance and crowd control for public events which they sponsor. Such admission charges may be assessed for university staff, faculty, student body, and the general public. However, when Central Washington University student fees are allocated for the direct support of an academically related public event, Central Washington University students shall normally be provided a reduced student admission charge for such event. Advance notice of such admission fees, rules, and regulations shall be provided to interested parties as soon as possible after their adoption, by the respective academic departments.

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

### Chapter 106-156 WAC

#### HOUSING AND DINING HALL SERVICES

##### WAC

106-156-010	Students required to live in university residence halls.
106-156-011	Students required to live in university residence halls—Exceptions.
106-156-012	Students required to live in university residence halls—Definitions.
106-156-013	Students required to live in university residence halls—Verification and time requirement.
106-156-015	Eligibility for university family housing.
106-156-050	Use of housing facilities.

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

106-156-016	Eligibility for university family housing—Loss of eligibility grounds for termination of lease. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-016, filed 7/11/78; Order 7, § 106-156-016, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-017	Eligibility for college family housing—Waiting lists. [Order 7, § 106-156-017, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-020	Residence hall and single student applicants responsibilities. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-020, filed 7/11/78; Order 7, § 106-156-020, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-021	Residence hall and single student applicants responsibilities—Additional charges. [Order 7, § 106-156-021, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

106-156-022	Residence hall and single student applicants responsibilities—Accommodation assignments—Residence halls and single student apartments. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-022, filed 7/11/78; Order 7, § 106-156-022, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-023	Residence hall and single student applicants responsibilities—Housing and food service rates. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-023, filed 7/11/78; Order 7, § 106-156-023, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-024	Residence hall and single student applicants responsibilities—Payment requirements—Cancellation of registration. [Order 7, § 106-156-024, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-025	Residence hall and single student applicants responsibilities—Extra services. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-025, filed 7/11/78; Order 7, § 106-156-025, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-026	Residence hall and single student applicants responsibilities—Nondiscriminatory assignment. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-026, filed 7/11/78; Order 7, § 106-156-026, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-027	Residence hall and single student applicants responsibilities—Deposit required. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-027, filed 7/11/78; Order 7, § 106-156-027, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-028	Residence hall and single student applicants responsibilities—Final acceptance. [Order 7, § 106-156-028, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-030	Conferences and workshops—Participants. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-030, filed 7/11/78; Order 7, § 106-156-030, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-040	Payment—Third party requirements. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-040, filed 7/11/78; Order 7, § 106-156-040, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-041	Payment—Payment charges. [Order 7, § 106-156-041, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-051	Use of housing facilities—Bicycles and motorcycles. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-051, filed 7/11/78; Order 7, § 106-156-051, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-052	Use of housing facilities—Laundry facilities. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-052, filed 7/11/78; Order 7, § 106-156-052, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-156-053	Use of housing facilities—Room inspection. [Statutory Authority: RCW 28B.19.050 and 28B.40.120, 78-08-011 (Order 39), § 106-156-053, filed 7/11/78; Order 7, §

- 106-156-053, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-054 Use of housing facilities—Overnight guests. [Order 7, § 106-156-054, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-055 Use of housing facilities—Firearms. [Order 7, § 106-156-055, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-056 Use of housing facilities—Associate members. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-056, filed 7/11/78; Order 7, § 106-156-056, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-060 Family housing applicants. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-060, filed 7/11/78; Order 7, § 106-156-060, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-061 Family housing applicants—Accommodation assignments—Family housing. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-061, filed 7/11/78; Order 7, § 106-156-061, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-062 Family housing applicants—Marriage requirements—Exceptions. [Order 7, § 106-156-062, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-063 Family housing applicants—Marriage certificate. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-063, filed 7/11/78; Order 7, § 106-156-063, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-064 Family housing applicants—Family housing deposit requirements. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-064, filed 7/11/78; Order 7, § 106-156-064, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-065 Family housing applicants—Lease required. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-065, filed 7/11/78; Order 7, § 106-156-065, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-066 Family housing applicants—Family housing rates. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-066, filed 7/11/78; Order 7, § 106-156-066, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-067 Family housing applicants—Payment requirements. [Order 7, § 106-156-067, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-070 Food services. [Order 7, § 106-156-070, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-071 Food services—Admittance to dining halls. [Order 7, § 106-156-071, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-072 Food services—Guests. [Order 7, § 106-156-072, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-073 Food services—Removal of food. [Order 7, § 106-156-073, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-074 Food services—Removal of dining hall property. [Order 7, § 106-156-074, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-075 Food services—Persons eligible to purchase an off-campus meal ticket. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-075, filed 7/11/78; Order 7, § 106-156-075, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-076 Food services—Choice of servings and seconds. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-076, filed 7/11/78; Order 7, § 106-156-076, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-077 Food services—Dress standards. [Order 7, § 106-156-077, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-078 Food services—Smoking prohibited—Exceptions. [Order 7, § 106-156-078, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-079 Food services—Serving hours. [Order 7, § 106-156-079, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-080 Food services—Pets prohibited. [Order 7, § 106-156-080, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-081 Food services—Outside services restricted. [Order 7, § 106-156-081, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-156-082 Food services—Additional food services. [Order 7, § 106-156-082, filed 8/18/72, effective 9/20/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

**WAC 106-156-010 Students required to live in university residence halls.** All full-time single freshman and sophomore students of Central Washington University under twenty-one years of age are required to live in university residence hall facilities. Residence hall facilities do not include apartments for single or married students.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-156-010, filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-010, filed 7/11/78; Order 27, § 106-156-010, filed 4/22/76; Order 7, § 106-156-010, filed 8/18/72, effective 9/20/72.]

**WAC 106-156-011 Students required to live in university residence halls—Exceptions.** Exceptions to WAC 106-156-010 may be granted to the following students:

- (1) Those who are living with parents or relatives.
- (2) Those with medical reasons.
- (3) Those employed off campus and housing and/or board is a part of their overall compensation received.
- (4) Those who will reach the age of twenty-one within thirty days after the start of the quarter.
- (5) Those who have completed six quarters as a full-time student.

(6) Those who have unique situations not otherwise covered in this paragraph of exceptions and obtain the approval of the director of auxiliary services, or the director's designee.

The director of auxiliary services has established a committee of whom the student may request a proceeding and ruling on the student's request for an exception.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-156-011, filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-156-011, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-156-011, filed 8/14/80; Order 27, § 106-156-011, filed 4/22/76; Order 7, § 106-156-011, filed 8/18/72, effective 9/20/72.]

**WAC 106-156-012 Students required to live in university residence halls—Definitions.** Definitions of exceptions as stated in WAC 106-156-011 shall mean and are defined as follows:

(1) "Living with" shall mean those whose domiciles are in the place of residence of a parent or relative and will be commuting from such place of residence on a daily basis.

(2) "Parents or relatives" shall mean a parent, legal guardian, grandparent, brother, sister, aunt, uncle, or first cousin.

(3) "Medical reason" shall mean a medical problem that shall require a student to live in other than a university residence hall. Written verification of the medical problem and the requirement not to live in a residence hall must be obtained and submitted from a licensed physician or licensed psychologist.

(4) "Employment in nonuniversity housing and housing and/or board is part of their overall compensation received" shall mean employment for an established place of business or for an established family unit when a landlord/employer requires the student to reside where the work is performed and a substantial portion of the rent and/or room and board is reduced as a part of the overall compensation for the work performed for the landlord/employer at the place of the residence of the student.

(5) "Completed six quarters as a full-time student" shall mean enrollment in and completion of a minimum of ten quarter credit hours of academic work in each of the six quarters.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-156-012, filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-012, filed 7/11/78; Order 27, § 106-156-012, filed 4/22/76.]

**WAC 106-156-013 Students required to live in university residence halls—Verification and time requirement.** Acceptable written verification shall be provided to the university for all exceptions at the time the request for an exception is made.

(1) A currently enrolled student wishing to apply for an exception to the university housing policy as set forth in WAC 106-156-010 shall reduce such request to writing and file it as required by the director of auxiliary services no later than 5:00 p.m. on the last day of the fifth week of classes in the quarter preceding the quarter the exception is requested.

(2) A newly admitted or reenrolling student who has not been enrolled as a student at Central the previous quarter

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wishing to apply for an exception to the university housing policy as set forth in WAC 106-156-010 shall reduce such request to writing and file such request in the office of the director of auxiliary services as required by the director of auxiliary services within twenty days after such student's acceptance to the university; however, in no event later than 5:00 p.m. on the day following such student's day of registration.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-156-013, filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-013, filed 7/11/78; Order 27, § 106-156-013, filed 4/22/76.]

**WAC 106-156-015 Eligibility for university family housing.** Generally eligibility to lease and occupy university family housing is limited to students, full-time faculty, and full-time staff members of the university. A student is one who maintains a minimum of twelve quarter hours as an undergraduate student or ten quarter hours as a graduate student. Concurrent enrollment of husband and wife to maintain the minimum hours does not fulfill this requirement. This regulation applies to each quarter, with the exception of a tenant living in family housing during spring quarter who wishes to remain as a nonstudent during the summer. The student may do so if he or she indicates in writing an intention to reenroll fall quarter.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-156-015, filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-156-015, filed 7/11/78; Order 7, § 106-156-015, filed 8/18/72, effective 9/20/72.]

**WAC 106-156-050 Use of housing facilities.** Only residents, their guests, persons having official business, and associate members of housing facilities, are authorized to enter or use the buildings or their facilities. Use of common areas by nonresidents may be approved by the director of housing services.

[Order 7, § 106-156-050, filed 8/18/72, effective 9/20/72.]

## Chapter 106-160 WAC

### ADMISSION AND REGISTRATION PROCEDURES

#### WAC

106-160-050	Admission and registration procedures and catalog requirements.
106-160-060	Admission and registration procedures and catalog requirements—Changes in catalog.
106-160-070	Finances.
106-160-080	Graduating students.
106-160-090	Registration.
106-160-100	Registration—Deadlines.
106-160-110	Registration—Changes in registration and withdrawal.
106-160-120	Admission requirements—To freshman standing.
106-160-130	Admission requirements for transfer applicants.
106-160-140	Readmission of former students.
106-160-150	Provisional enrollment.
106-160-160	Nonmatriculating students.
106-160-170	High school enrichment.
106-160-180	Admission requirements—International students.
106-160-190	Application procedures.
106-160-200	Required transcripts.
106-160-210	Required tests.
106-160-220	Admission decision.
106-160-230	Accepting the offer of admission.
106-160-240	Admission requirements—Application and admission to graduate study.

- 106-160-250 Admission requirements—Application for study leading to a master's degree.
- 106-160-260 Admission requirements—Application for fifth year or nondegree study.
- 106-160-270 Admission requirements—Admission procedure.
- 106-160-280 Admission requirements—Procedures for high school graduates.
- 106-160-290 Admission requirements—Procedures for advanced undergraduate standing.
- 106-160-300 Admission requirements—Admission to credential program.
- 106-160-310 Summer session admission and registration procedures.
- 106-160-320 Summer session admission and registration procedures—Workshop registration.
- DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER**
- 106-160-001 Admission and registration procedures and catalog requirements. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-001, filed 7/11/78; Order 3, § 106-160-001, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-002 Admission and registration procedures and catalog requirements—Changes in catalog. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-002, filed 7/11/78; Order 3, § 106-160-002, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-005 Finances. [Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-160-005, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-005, filed 7/11/78; Order 3, § 106-160-005, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-006 Finances—Tuition refund schedule. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-006, filed 7/11/78; Order 3, § 106-160-006, filed 2/28/72, effective 3/30/72.] Repealed by 81-22-051 (Order 47), filed 11/3/81. Statutory Authority: RCW 28B.19.050 and 28B.35.120.
- 106-160-007 Finances—Sanctions. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-007, filed 7/11/78; Order 3, § 106-160-007, filed 2/28/72, effective 3/30/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-160-010 Graduating students. [Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-160-010, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-010, filed 7/11/78; Order 3, § 106-160-010, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-015 Registration. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-015, filed 7/11/78; Order 3, § 106-160-015, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-016 Registration—Deadlines. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-016, filed 7/11/78; Order 3, § 106-160-016, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-017 Registration—Changes in registration and withdrawal. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-017, filed 7/11/78; Order 3, § 106-160-017, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-020 Admission requirements—To freshman standing. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-020, filed 7/11/78; Order 3, § 106-160-020, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-021 Admission requirements—Prospective students. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-021, filed 7/11/78; Order 3, § 106-160-021, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-022 Admission requirements—Admission to advanced undergraduate standing. [Order 3, § 106-160-022, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-023 Admission requirements—Admission of international students. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-023, filed 7/11/78; Order 3, § 106-160-023, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-024 Admission requirements—Readmission of former students. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-024, filed 7/11/78; Order 3, § 106-160-024, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-025 Admission requirements—Admission of transient students. [Order 3, § 106-160-025, filed 2/28/72, effective 3/30/72.] Repealed by Order 30, filed 8/12/76.
- 106-160-026 Admission requirements—Admission of nonmatriculated students. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-026, filed 7/11/78; Order 30, § 106-160-026, filed 8/12/76; Order 3, § 106-160-026, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-027 Admission requirements—Admission of veterans. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-027, filed 7/11/78; Order 21, § 106-160-027, filed 7/11/75; Order 3, § 106-160-027, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-028 Admission requirements—Admission of part-time students and auditors. [Order 3, § 106-160-028, filed 2/28/72, effective 3/30/72.] Repealed by Order 30, filed 8/12/76.
- 106-160-029 Admission requirements—Application and admission to graduate study. [Order 3, § 106-160-029, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-030 Admission requirements—Application for study leading to a master's degree. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-030, filed 7/11/78; Order 3, § 106-160-030, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-031 Admission requirements—Application for fifth year or nondegree study. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-031, filed 7/11/78; Order 3, § 106-160-031, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-032 Admission requirements—Admission procedure. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-032, filed 7/11/78; Order 3, § 106-160-032, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).

- 106-160-033 Admission requirements—Procedures for high school graduates. [Order 3, § 106-160-033, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-034 Admission requirements—Procedures for advanced undergraduate standing. [Order 3, § 106-160-034, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-035 Admission requirements—Admission to credential program. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-035, filed 7/11/78; Order 3, § 106-160-035, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-036 Admission requirements—Medical history. [Order 3, § 106-160-036, filed 2/28/72, effective 3/30/72.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
- 106-160-040 Summer session admission and registration procedures. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-160-040, filed 7/11/78; Order 3, § 106-160-040, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).
- 106-160-041 Summer session admission and registration procedures—Workshop registration. [Order 3, § 106-160-041, filed 2/28/72, effective 3/30/72.] Repealed by 94-21-008 (Order CWU AO 77), filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.10.528 and 28B.35.120(12).

**WAC 106-160-050 Admission and registration procedures and catalog requirements.** The provisions of WAC 106-160-001 through 106-160-099 shall contain admission and registration procedures and catalog requirements of Central Washington University.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-050, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-060 Admission and registration procedures and catalog requirements—Changes in catalog.** The board of trustees reserves the right of the board of trustees or president to make changes in any of the provisions of the university's catalogs without prior notice. When changes are made, the changes shall be filed in the office of the president and other appropriate university offices and placed with the appropriate catalog in the reference area of the library.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-060, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-070 Finances.** Each applicant for admission to Central Washington University must pay the tuition and fees as established by the board of trustees or the president on or before the dates for payment as designated by the board of trustees or the president.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-070, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-080 Graduating students.** Students shall submit their applications for the appropriate degrees on or before the date designated for the purpose by the board of trustees or the president, which shall be published in the appropriate university catalog. No application shall be

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accepted after the designated dates. However, the president or his designee may waive this requirement.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-080, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-090 Registration.** Currently enrolled students and all other individuals desiring to enroll in Central Washington University shall do so on or before the preregistration or registration dates designated by the board of trustees or president, which shall be published in the appropriate university catalog. No registration or preregistration shall be accepted after the designated dates: *Provided*, That the registrar may, whenever possible, waive this requirement within the time designated by the board of trustees or president for late registration.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-090, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-100 Registration—Deadlines.** All students registering with the university must meet those deadlines as established by the board of trustees or the president for registration.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-100, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-110 Registration—Changes in registration and withdrawal.** Students who wish to change their registration or withdraw from a particular course or the university after having completed their registration must do so on or before the date established for such changes or withdrawal by the board of trustees or president and by the completion of the "change in registration" or "withdrawal" forms maintained by the university. Students who leave the university and do not withdraw shall receive failing grades for work not completed.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-110, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-120 Admission requirements—To freshman standing.** Central Washington University will admit qualified students who meet the published admissions criteria for any quarter. Admission to the university is based on the student's ability to successfully complete programs offered by the university. Eligibility for admission as a first-time freshman is based on evidence of potential success in university study. Eligibility for regular admission as a freshman will be guided by the following situations:

Situation 1: Regular admission of freshman under twenty-one years of age. Eligibility for regular admission as a freshman for those twenty-one years of age or younger will be determined using both the student's high school grade point average and a nationally normed standardized test, either the American College Test (ACT), or the Scholastic Aptitude Test (SAT). The high school grade point average and test score will be combined to produce, for each freshman applicant, an admission index number. An offer of acceptance to the university as a freshman will be based on the resulting index number. The minimum index number established by the higher education coordinating board for the three regional universities and The Evergreen State Col-

lege for regular admission is 13. A 13 index indicates that applicants have at least a sixty-five percent probability of achieving a "C" or better grade point average at the completion of their freshman year at Central Washington University. Freshman applicants must have prescribed set of high school courses totaling fifteen units. The required high school courses include: Four years of English, three years of math, two years of science, three years of social studies, two years of single foreign language, and one year of fine, visual or performing arts, or any of the above college-prep courses.

Situation 2: Regular admission of freshmen twenty-one years of age or older. A student twenty-one years of age or older who is seeking initial entry at the freshman level may be offered regular admission if the student obtained a score of at least eighteen on the Enhanced ACT Exam or seven hundred minimum on the SAT Exam, or he or she has scored at least an eighty-three or higher on WPCT if they took that exam prior to June 1, 1989.

Situation 3: Alternate standards for freshman admissions. Students seeking freshman admission may be admitted through the use of alternative criteria. Students applying under the alternative standard must satisfy each of the following requirements:

- (1) Submit a score on the ACT or SAT;
- (2) Submit a transcript showing achievement of a 2.0 or higher high school grade point average and/or a passing score on the General Education Development Test;
- (3) Complete high school course pattern requirements as prescribed with no more than three subject year deficiencies waived; and
- (4) Present evidence of success outside the classroom and strong motivation to succeed in college.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-120, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-130 Admission requirements for transfer applicants.** Eligibility for admission of transfer applicants with fewer than forty transferable quarter credits is the same as first-time freshmen as they must meet freshman requirements in addition to an assessment of the quality of previous college work.

Applicants who have earned more than forty transferable quarter credits will be admitted based on the quality of college work only. If transcripts do not provide evidence of academic ability, regardless of the grade point average, additional information may be required.

Central Washington University accepts academic credits earned at other accredited collegiate institutions which are essentially equivalent in academic level and nature of work offered at CWU. The university endorses the policy in the Intercollegiate Transfer and Articulation Agreement among Washington public colleges and universities.

Transfer students who have not earned a Washington community college academic associate of arts degree will be admitted on sliding scale. Priority will be given to students with the highest grade point average (gpa) computed from previous transferable college-level work and with the greatest number of hours completed in transfer.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-130, filed 10/6/94, effective 11/6/94.]

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**WAC 106-160-140 Readmission of former students.**

Former CWU students who have interrupted their studies for one year, or who have attended another college or university, except for summer school, must file a returning CWU student application. Transcripts of any college work completed since last enrolled at Central Washington University must be submitted. Students will be admitted on a priority basis, based on the additional academic credits taken and the academic standing they had when they left CWU.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-140, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-150 Provisional enrollment.** Students who are applying for admission but who have been unable to submit all necessary materials before a registration period may be allowed to enroll as provisional students if space permits. This status will be available for one quarter during which time the student must complete the admission process and receive a favorable admission decision to register for the next term.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-150, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-160 Nonmatriculating students.** Students who are not seeking a degree or certificate may request enrollment as a nonmatriculant. Upon approval by the office of admissions, they may enroll if space is available, for a maximum of nine credits so long as they meet academic standards. Credits earned in this status may not be applied to any degree or certificate unless the student is formally admitted to the university, in which case a maximum of forty-five credits may be applied. Nonmatriculant students are not eligible for most financial aid, veterans' benefits, credit evaluations, or other university services.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-160, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-170 High school enrichment.** High school students who wish to enter Central Washington University before graduating from high school may apply for admission under one of the following situations:

Situation 1: Students who wish to enroll as full-time students at the completion of their junior year must have a cumulative gpa of 3.2 or higher and score at least a twenty-seven composite score on the American College Test, or a combined score of one thousand one hundred, including at least six hundred verbal, on the Scholastic Aptitude Test. They must be recommended by their high school principal, have parent or guardian approval if under eighteen years of age, and meet with the director of admissions prior to acceptance.

Situation 2: Students who wish to enrich their high school program may take one or more college level courses while still enrolled in high school. The opportunity is available to students who have completed their junior year and have at least a 3.0 cumulative grade point average. Prior to enrollment, courses must be approved by the high school principal or counselor and the director of admissions.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-170, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-180 Admission requirements—International students.** Central Washington University welcomes qualified students from other countries. Students demonstrating the greatest potential for success may be admitted after a thorough review and evaluation of their entire academic background.

Because educational systems vary widely around the world, there is no single uniform admission requirement for international students. However, they must meet the following basic minimum requirements:

(1) Completion of academic coursework and national examinations necessary to satisfy admission requirements to colleges and universities in their native country.

(2) Adequate financial support verified by a Confidential Financial Statement Form and a current bank letter or scholarship award from a United States bank or agency.

(3) Competency in English demonstrated by a score of at least five hundred twenty-five on the Test of English As A Foreign Language (TOEFL) or, in some cases, transferable English composition courses which would meet the general education writing requirement at Central Washington University.

(4) International students transferring from United States institutions must have a minimum grade point average of 2.75 in transferable courses, and must also meet the academic requirements for college entrance in their native country.

(5) International students must have two letters of recommendation from a professor or counselor with whom they are currently working.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-21-008 (Order CWU AO 77), § 106-160-180, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-190 Application procedures.** New and former students must submit an application for admission. All forms are available in the office of admissions, which is located on the first floor of Mitchell Hall.

There is a thirty-five dollar, nonrefundable application processing fee for new or former students.

\*Application deadline dates: Fall-June 1; winter-November 1; spring-February 1; summer-June 1.

\*Dates are subject to change.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-21-008 (Order CWU AO 77), § 106-160-190, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-200 Required transcripts.** Freshman applicants must have official transcripts sent directly to the office of admissions from their high school and/or transfer applicants must have necessary transcripts mailed from each institution previously attended. All documents must be received by the announced closing dates to be considered for admission. Documents sent by the student received in open envelopes will not be considered official.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-21-008 (Order CWU AO 77), § 106-160-200, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-210 Required tests.** Undergraduate students applying to the university must submit scores from the American College Test (ACT) or Scholastic Achievement Test (SAT).

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[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-21-008 (Order CWU AO 77), § 106-160-210, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-220 Admission decision.** Completed application files are reviewed by the office of admissions and decisions are mailed to students in writing. Students may be admitted under the following situations:

Situation 1: Admitted, dean's distinction - indicating that academic requirements have been met with an outstanding high school or community college record. Students receiving this acceptance are recommended to the Douglas Honors College.

Situation 2: Admitted - indicating that all academic requirements have been satisfied.

Situation 3: Admitted, admissions deficiency - indicating that the student has a high school subject deficiency that needs to be completed prior to graduation from Central Washington University.

Situation 4: Admitted, probation - indicating that while admission requirements have been marginally met, the student enters on academic probation.

Situation 5: Denied - indicating that the admission requirements have not been met and the student is not being offered admission. Students denied admission may request a review of the decision by writing a letter of appeal. A letter should be submitted only to present new factual information which will overcome, not simply explain, the academic record. Letters of petition for the denial should be directed to the admission committee for final determination.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-21-008 (Order CWU AO 77), § 106-160-220, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-230 Accepting the offer of admission.** Students must confirm their intention to enroll to Central Washington University by submitting a fifty-five dollar confirmation of admission payment that will be applied to their first quarter's tuition. This payment should not be made until requested by the university, which occurs when students are notified officially of their admission. This payment is due by May 1 for fall quarter, October 1 for winter quarter, and February 1 for spring quarter. Special attention must be observed for these dates are subject to change. Priority consideration for registration, as well as completion of financial aid packaging and assignments of advisors, are designated when this payment is received. Students are encouraged to submit the fifty-five dollar confirmation of admission payment as early as possible after receiving the offer of admission. Central Washington University will guarantee a registration position to any student who submits the confirmation of admission payment prior to the announced deadline dates listed below for each quarter: Fall-May 1; winter-September 1; spring-January 1.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12), 94-21-008 (Order CWU AO 77), § 106-160-230, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-240 Admission requirements—Application and admission to graduate study.** (1) Each prospective graduate student must submit a formal application and receive a formal letter of admission before registering for courses. A graduate student is expected to have a bachelor's

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degree from a college or university of recognized standing. Prospective graduate students must submit their formal applications on or before those dates specified by the board of trustees or the president for such admission.

(2) Applicants for graduate assistantships should have their admission and assistantship applications completed and filed with the college on that date specified by the board of trustees or president for the filing of such applications.

(3) All prospective graduate students must apply for admission either in a degree program, fifth year or other certificate program, or nondegree study (professional improvement, scholarly development), or other study.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-240, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-250 Admission requirements—Application for study leading to a master's degree.** Applicants for admission to graduate study must make application on the "application for admission to graduate study" provided by Central Washington University. The form must be returned to the office of admissions prior to the dates established by the board of trustees or president for such application. Each applicant for graduate study is required to have official transcripts of all undergraduate and graduate study sent directly to the office of graduate admissions and records. Three letters of recommendation should be sent to graduate admissions and records directly from the persons making the recommendations. Two of the letters should come from instructors familiar with the applicant's academic preparation. Scores on the general test and appropriate subject test of the graduate record examination must be submitted to admissions before admission to graduate study will be considered.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-250, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-260 Admission requirements—Application for fifth year or nondegree study.** The "university admission form" supplied by the university must be filed with the office of admissions prior to the deadlines as established by the board of trustees or the president for the submission of such applications for admission to the university. In addition to the filing of the application, two official transcripts of all undergraduate and graduate study must be sent directly to the office of admissions.

(1) An applicant for fifth year certification must contact the office of teacher education and certification to organize an approved program.

(2) Admission to nondegree study is subject to the approval of the graduate office.

(3) An applicant admitted to nondegree study desiring to apply for degree study must reapply for admission to graduate study.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-260, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-270 Admission requirements—Admission procedure.** Applicants for graduate study may not be admitted if they have not completed all the application requirements. Admission to master's degree study is determined by the graduate office upon the recommendation of the

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department involved. A formal letter of admission will be directed to the student from the graduate office. Applicants not meeting the scholastic requirements may be admitted on probation provided the department to which admission is requested provides justification for admission to master's degree study and no more than ten percent are admitted on probation. If admitted, the student must meet those requirements as established by the university for progress in the university. Upon the recommendation of the appropriate department, applicants may be admitted to masters' programs with additional conditions stipulated.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-270, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-280 Admission requirements—Procedures for high school graduates.** All high school graduates must file the "uniform application for admission to colleges and universities in the state of Washington" together with a transcript of all high school work with the office of admissions prior to registration.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-280, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-290 Admission requirements—Procedures for advanced undergraduate standing.** Resident and nonresident students making application for advanced standing must file the "uniform application for admission to colleges and universities in the state of Washington" and two official transcripts of all previous scholastic work from each school or college attended with the office of admissions of the college. Applicants who have completed less than forty transferable college credits are also required to file their high school transcript with the office of admissions.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-290, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-300 Admission requirements—Admission to credential program.** Admission to the university as a student does not constitute admission to the teacher education program. Students who plan to work toward a teaching certificate must apply to the director of teacher education and certification.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-300, filed 10/6/94, effective 11/6/94.]

**WAC 106-160-310 Summer session admission and registration procedures.** Students registering for summer session must pay all fees and complete registration on or before the dates indicated on the calendar as published in the summer session bulletin. Students planning to attend the entire summer session or the first or second term only, must complete admission procedures by the date so specified and register on the date so specified by the board of trustees or president for such purposes, as published in the summer session bulletin. All summer session students must pay fees and tuition to the appropriate university office as established by the board of trustees or the president, as published in the summer session bulletin.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-310, filed 10/6/94, effective 11/6/94.]

[Title 106 WAC—p. 47]

**WAC 106-160-320 Summer session admission and registration procedures—Workshop registration.** Workshop registration shall be permitted and must be completed in the manner established by the board of trustees or the president, as published in the appropriate catalog.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-160-320, filed 10/6/94, effective 11/6/94.]

### Chapter 106-168 WAC LIBRARY POLICIES

#### WAC

106-168-008	Violation of library regulations.
106-168-009	Food, beverages, smoking.
106-168-010	Circulation records.
106-168-065	Borrower identification cards.
106-168-095	Service charges for late return or loss of materials.
106-168-097	Payment of charges.

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

106-168-001	Central Washington University library. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-168-001, filed 7/11/78; Order 9, § 106-168-001, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-002	Priorities of service. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-168-002, filed 7/11/78; Order 9, § 106-168-002, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-005	Priorities of service—Selection of services, personnel, resources. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-168-005, filed 7/11/78; Order 9, § 106-168-005, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-015	Inspection. [Order 9, § 106-168-015, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-020	Prohibited entry. [Order 9, § 106-168-020, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-025	Smoking. [Order 9, § 106-168-025, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-028	Displays. [Order 25, § 106-168-028, filed 7/31/75; Order 9, § 106-168-028, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-030	Library carrels. [Order 9, § 106-168-030, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-035	Duplicating, copying facilities. [Order 9, § 106-168-035, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-040	Gifts. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-168-040, filed 7/11/78; Order 9, § 106-168-040, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-050	Library borrowers. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-168-050, filed 7/11/78; Order 9, § 106-168-050, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-051	Library borrowers—Library circulation policy. [Order 9, § 106-168-051, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-052	Library borrowers—Library service fees. [Order 9, § 106-168-052, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).

106-168-100	Consumed supplies. [Order 9, § 106-168-100, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).
106-168-105	Electronic maintenance. [Order 9, § 106-168-105, filed 10/16/72.] Repealed by 83-01-036 (Order 50), filed 12/10/82. Statutory Authority: RCW 28B.35.120(11).

**WAC 106-168-008 Violation of library regulations.** Violators of library regulations may be subject to appropriate disciplinary action, including assessment of service charges and revocation of library privileges.

[Statutory Authority: RCW 28B.35.120(11). 83-01-036 (Order 50), § 106-168-008, filed 12/10/82.]

**WAC 106-168-009 Food, beverages, smoking.** Users are expected to maintain appropriate public behavior while using the library facilities. Eating food or drinking beverages is not allowed in any of the areas open to public use. Smoking and other uses of tobacco are prohibited in the library.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-168-009, filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.35.120(11). 83-01-036 (Order 50), § 106-168-009, filed 12/10/82.]

**WAC 106-168-010 Circulation records.** Circulation records are not a matter of public record and borrower information is confidential.

[Statutory Authority: RCW 28B.35.120(11). 83-01-036 (Order 50), § 106-168-010, filed 12/10/82; Order 9, § 106-168-010, filed 10/16/72.]

**WAC 106-168-065 Borrower identification cards.** In order to borrow library materials, borrowers must present an authorized university library identification card.

(1) University library identification cards are issued to all members of the university community.

(2) Individuals outside the university community may purchase library identification cards which permit limited use of resources and services.

(3) A library identification card is authorized for use only by the individual whose name appears on the card.

(4) Cards used in an unauthorized manner may be confiscated.

(5) Each borrower is responsible for notifying the appropriate university office of changes of address or loss of card.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-168-065, filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.35.120(11). 83-01-036 (Order 50), § 106-168-065, filed 12/10/82.]

**WAC 106-168-095 Service charges for late return or loss of materials.** All borrowers are subject to a uniform system of service charges for late return of materials and for replacement costs when appropriate. Charges do not accrue when library facilities are not open to the public.

[Statutory Authority: RCW 28B.35.120(11). 83-01-036 (Order 50), § 106-168-095, filed 12/10/82.]

**WAC 106-168-097 Payment of charges.** (1) Charges may be paid at the cashier's office. Payment may be made by cash, check, or money order. Departmental purchase orders or interdepartmental funds transfers are not acceptable in payment of charges.

(2) Failure to pay charges will result in the total amount assessed being referred to the controller's office for collection. The controller may deduct outstanding charges from salary warrants of employees, or withhold outstanding charges from damage deposits or other funds held by the university for any student. The controller may notify the registrar to withhold permission to enroll until outstanding charges are paid, to refrain from issuing requested transcript copies or to forward the amount outstanding to a collection agency for recovery.

(3) Failure to pay charges may result in the revocation of borrowing privileges.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-008 (Order CWU AO 77), § 106-168-097, filed 10/6/94, effective 11/6/94. Statutory Authority: RCW 28B.35.120(11), 83-01-036 (Order 50), § 106-168-097, filed 12/10/82.]

**Chapter 106-172 WAC  
STUDENT RECORDS POLICY**

**WAC**

106-172-700	Purpose.
106-172-711	Definitions.
106-172-721	Notification by educational institution.
106-172-731	Access to education records.
106-172-733	Limitations on access to education records.
106-172-735	Exception to consent requirements and record of access.
106-172-740	Information not to be required.
106-172-750	Timely disposal of records.
106-172-761	Right to a proceeding.
106-172-763	Informal proceedings.
106-172-765	Conduct of the proceeding.
106-172-772	Release of information for health or safety emergencies.
106-172-775	Limitation on liability.

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

106-172-710	Definitions and requirements. [Order 10, § 106-172-710, filed 12/7/72.] Repealed by Order 23, filed 7/31/75. Later promulgation, see WAC 106-172-711.
106-172-720	Right to review. [Order 10, § 106-172-720, filed 12/7/72.] Repealed by Order 23, filed 7/31/75. Later promulgation, see WAC 106-172-731.
106-172-725	Waivers. [Order 23, § 106-172-725, filed 7/31/75.] Repealed by Order 35, filed 7/13/77.
106-172-730	Research uses of information. [Order 10, § 106-172-730, filed 12/7/72.] Repealed by Order 23, filed 7/31/75.
106-172-760	Emergency procedures. [Order 10, § 106-172-760, filed 12/7/72.] Repealed by Order 23, filed 7/31/75. Later promulgation, see WAC 106-172-772.
106-172-770	Consent and confidentiality. [Order 23, § 106-172-770, filed 7/31/75.] Repealed by Order 35, filed 7/13/77.

**WAC 106-172-700 Purpose.** The purpose of WAC 106-172-700 through 106-172-799 is to set forth the policies of Central Washington University regarding the legitimate and appropriate use of official student records developed and used throughout the various offices of the university. Moreover, the guidelines implement the general policy and respond to the requirements of Public Law 93-380, the Family Educational Rights and Privacy Act of 1974.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-700, filed 7/11/78; Order 35, § 106-172-700, filed 7/13/77; Order 29, § 106-172-700, filed 8/2/76; Order 23, § 106-172-700, filed 7/31/75; Order 10, § 106-172-700, filed 12/7/72.]

**WAC 106-172-711 Definitions.** The following definitions shall apply for the interpretation of these regulations:

(1999 Ed.)

(1) The "university" means Central Washington University as a whole, including any and all of its component departments, offices, or units.

(2) "Directory information" means the student's name, hometown address, university address and telephone number, date of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, class, previous institutions attended, major field of study, awards, honors (including honor roll), degrees conferred (including dates), and other similar information. The university may release directory information concerning a student to the public unless the student submits a signed request in writing, within two weeks after the first day of classes for the fall quarter. Requests for nondisclosure must be forwarded to the office of the vice-president for student affairs where an appropriate notation will be entered in the student's computer file. These requests will then be forwarded to the university relations and information office which maintains a complete file of nondisclosure requests. Authorization to withhold the information must be filed annually since the request for nondisclosure will be honored by the university for only one year.

(3) "Eligible student" means any person who is officially registered at this university.

(4)(a) "Education records" mean those records which:

- (i) Are directly related to a student, and
- (ii) Are maintained by the university or by a party acting for the university.

(b) The term education record does not include the following:

(i) Records of instructional, supervisory, and administrative personnel and educational personnel ancillary thereto which are in the sole possession of the maker of the record and which are not accessible or revealed to any other person except a temporary substitute;

(ii) Records of public safety and police services which are maintained separately and solely for law enforcement officials of the same jurisdiction—provided that education records maintained by the university are not disclosed to the law enforcement unit;

(iii) Records of someone employed by the university, which are made in the normal course of business, related exclusively to the person as an employee, and are not used for any other purpose;

(iv) Records made by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional directly related to the treatment of a student, and not disclosed to anyone other than individuals providing treatment provided records can be reviewed by a physician or other appropriate professional of the student's choice.

(5) "Personally identifiable" means that the data or information includes:

- (a) The name of a student, the student's parent, or other family member,
- (b) The address of the student,
- (c) A personal identifier, such as the student's social security number or student number,
- (d) A list of personal characteristics which would make the student's identity easily traceable, or

(e) Other information which would make the student's identity easily traceable.

(6) "Record" means information or data recorded in any medium including but not limited to: Handwriting, print, tapes, film, microfilm, and microfiche.

(7) "Financial aid" means a payment of funds provided to an individual which is conditioned on the individual's attendance at an educational agency or institution.

(8) "Vice-president for student affairs" means the vice-president for student affairs or the vice-president's designee.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-711, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-172-711, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-711, filed 7/11/78; Order 35, § 106-172-711, filed 7/13/77; Order 29, § 106-172-711, filed 8/2/76; Order 23, § 106-172-711, filed 7/31/75. Formerly WAC 106-172-710 (part).]

**WAC 106-172-721 Notification by educational institution.** (1) The university shall inform eligible students, annually, of the following:

(a) The types of education records and information contained therein which are maintained by the institution;

(b) The titles and addresses of official responsible for the maintenance of each type of record, the persons who have access to those records, and the purposes for which they have access;

(c) The policies and procedures of the university for reviewing and expunging those records, and for challenging the accuracy of them;

(d) the procedures for gaining access to the educational records;

(e) The cost, as approved by the board of trustees, which will be charged to the eligible student for reproducing single copies of records, provided that the cost shall not exceed the actual cost of reproducing the record;

(f) The categories of information which the university has designated as directory information.

(2) Notice of the existence of this policy and the availability of the information described in subsection (1)(a) through (f) of this section may be published in any official university print medium publication having general circulation among students. This may be a special publication for this purpose only, or included in another publication. Students may consult the office of the vice-president for student affairs for the information described.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-721, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-172-721, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-721, filed 7/11/78; Order 35, § 106-172-721, filed 7/13/77; Order 29, § 106-172-721, filed 8/2/76; Order 23, § 106-172-721, filed 7/31/75.]

**WAC 106-172-731 Access to education records.** The university shall provide each student access to his/her education records except as otherwise limited according to WAC 106-172-733.

The right of access shall include:

[Title 106 WAC—p. 50]

(1) The right to inspect and review the content of education records in the presence of appropriate university personnel.

(2) The right to obtain single copies of each record, at the expense of the eligible student but not to exceed the actual cost to the university of reproducing such copies.

(3) The right to a response from the university to reasonable requests for explanations and interpretations of those records.

(4) The right of an opportunity for a proceeding to challenge the content and accuracy of those records according to WAC 106-172-761.

(5)(a) Students wishing access under provisions of this policy to education records maintained by the university should address a request in writing to the person in charge of maintenance of that record. If copies are requested, copies may be supplied at no more than the cost of making the copy, including supplies and staff time.

(b) The individual responsible for maintenance of any record shall respond to written requests only, and provide copies as requested, within twenty working days. The university registrar is not prohibited from providing a student with a copy of the student's academic transcript from CWU, but is prohibited from providing a student with a copy of the student's official academic transcripts from other institutions.

(6) The office of the vice-president for student affairs will maintain a file showing what education records are maintained by any department or entity of the university and the title and address of the official responsible for maintenance of each record.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-731, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-172-731, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-731, filed 7/11/78; Order 35, § 106-172-731, filed 7/13/77; Order 29, § 106-172-731, filed 8/2/76; Order 23, § 106-172-731, filed 7/31/75. Formerly WAC 106-172-720 (part).]

**WAC 106-172-733 Limitations on access to education records.** Central Washington University shall not make available to a student the following types of materials:

(1) Financial records and statements provided by parents "or any information contained therein."

(2) Confidential letters and statements of recommendation or evaluation which were provided to the university, with written assurance of a "documented understanding of confidentiality," prior to January 1, 1975, provided such letters or statements are not used for purposes other than those for which they were specifically intended.

(3) Post-1974 confidential recommendations involving possible admission, employment, or honor, but only if the student has signed a waiver of the right to inspect them. Such a waiver shall apply to recommendations only if:

(a) The student is upon request, notified of the names of all persons making confidential recommendations; and

(b) Such recommendations are used solely for the purpose for which they were specifically intended.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-172-733, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-733, filed 7/11/78; Order 35, § 106-172-733, filed 7/13/77.]

**WAC 106-172-735 Exception to consent requirements and record of access.** (1) The university may disclose personally identifiable information from the education records of a student without the written consent of the student if the disclosure is to:

(a) University officials, including faculty members, when the information is required for a legitimate educational purpose,

(b) Officials of another school in which the student seeks or intends to enroll, providing a reasonable attempt has been made to notify the student of the transfer of the records at the last known address of the student — except when the transfer of the records is initiated by the student;

(c) Federal or state officials requiring access to education records in connection with the audit or evaluation of federally or state-supported educational programs. Such surveys must be administered in a manner which will not permit personal identification of students by individuals other than those conducting the study, and such information will be destroyed when no longer needed for the purposes for which it was provided;

(d) Agencies requesting information in connection with a student's application for, or receipt of, financial aid;

(e) Accrediting organizations in order to carry out their accrediting functions;

(f) Any personal subpoena and/or subpoena duces tecum, when lawfully prepared and served upon the university or an appropriate administrator of the university. The university will notify the student by certified or registered mail to the address or addresses on file with the university of any such subpoena. Such a notice will be sent to the student in advance of compliance with the subpoena.

(2) Any student may grant permission for use of information about himself/herself by giving specific permission in writing, signed and dated by the student giving such consent to include:

(a) A specification by title of the records released;

(b) The reasons for such release;

(c) The names of the parties to whom such records will be released; and

(d) A written statement indicating that the information cannot subsequently be released in a personally identifiable form to any other party without the written consent of the student involved.

(3) The university shall maintain a record which will indicate all parties, other than those parties specified in WAC 106-172-735 (1)(a), who have been granted access to a student's education records. The record will:

(a) Indicate specifically the legitimate interest that each such party has in obtaining the information.

(b) Be available only to the student, to the employees of the university responsible for maintaining the records, and to the parties identified under WAC 106-172-735 (1)(a) and (d).

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-735, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-735, filed 7/11/78; Order 35, § 106-172-735, filed 7/13/77; Order 23, § 106-172-735, filed 7/31/75.]

(1999 Ed.)

**WAC 106-172-740 Information not to be required.**

(1) The university shall not require from any student the following information, for purposes of record:

(a) Religious affiliations or religious/ethical value systems;

(b) Political affiliations or views;

(c) Membership status in any organization not directly connected with recognized educational functions of the university;

(d) Ethnic background.

(2) The university shall enable the student to record this information if he or she should desire.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-740, filed 7/11/78; Order 23, § 106-172-740, filed 7/31/75; Order 10, § 106-172-740, filed 12/7/72.]

**WAC 106-172-750 Timely disposal of records.** (1)

Provisions of the laws and regulations of the state of Washington regarding the time during which records must be maintained will be complied with.

(2) Except as required in subsection (1) above, records will be maintained only during the minimum time in which they may ordinarily be expected to be useful or valid. Each record keeping entity of the university shall make periodic review of its records to ensure compliance with this provision.

(3) Records of disclosure shall be maintained as long as the record itself is maintained.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-750, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-750, filed 7/11/78; Order 35, § 106-172-750, filed 7/13/77; Order 10, § 106-172-750, filed 12/7/72.]

**WAC 106-172-761 Right to a proceeding.** (1)

The university shall provide students an opportunity for a proceeding in order to challenge the content of a student's education records to insure that the records are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of students.

(2) A student shall have the right, in accordance with the procedures set forth in WAC 106-172-763 and 106-172-765, to:

(a) Correct or delete inaccurate, misleading, or otherwise inappropriate data contained within education records;

(b) Challenge the release of education records to specific persons as contrary to the provisions of this chapter; and

(c) Challenge a decision by the university to deny the student access to particular types of records.

(3) A student shall not be permitted under this chapter to contest grades given in academic courses, except on the grounds that, as a result of clerical error, the records fail to accurately reflect the grades actually assigned by an instructor.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-761, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-761, filed 7/11/78; Order 35, § 106-172-761, filed 7/13/77; Order 29, § 106-172-761, filed 8/2/76; Order 23, § 106-172-761, filed 7/31/75.]

**WAC 106-172-763 Informal proceedings.** (1) Whenever possible the university shall attempt to settle disputes regarding requests to amend education records through informal proceedings.

(2) A student who wishes to exercise the rights set forth in WAC 106-172-761(2) shall:

(a) First, attempt a resolution with the university official who has custody of the education records; and

(b) Second, discuss with the vice-president for student affairs or designee the nature of the corrective action recommended by the student.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-763, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-172-763, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-763, filed 7/11/78; Order 35, § 106-172-763, filed 7/13/77.]

**WAC 106-172-765 Conduct of the proceeding.** (1) If informal proceedings fail to resolve the complaint of a student, the student may file with the vice-president for student affairs a written request for the proceeding before a proceeding officer of the university to be designated by the vice-president for student affairs, and who does not have a direct interest in the outcome of the proceeding.

(2) The proceeding shall be held within a reasonable time (not to exceed twenty working days) after the university has received the request and the student shall be given notice of the date, place, and time reasonably in advance of the proceeding.

(3) The student shall be given an opportunity to present evidence relevant to the issues raised in WAC 106-172-761(2) and may be represented by any person (including an attorney) of the student's choosing at his or her expense.

(4) A decision in writing shall be prepared within a reasonable period of time (not to exceed ten working days), which decision shall be based solely upon the evidence presented, and which includes a summary of the evidence and the reasons for the decision.

(5) If, as a result of the proceeding, the decision is:

(a) To amend the record, the university must do so accordingly and give notice to the student.

(b) Not to amend, the student must be allowed to place a written comment or explanation in the student's file, and it must be kept in the file as long as the file itself is kept. If the contested portion of the file is disclosed to anybody, the student's statement must also be disclosed.

(6) The designated proceeding officer shall be advised by the assistant attorney general representing the university.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-765, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-172-765, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-765, filed 7/11/78; Order 35, § 106-172-765, filed 7/13/77.]

**WAC 106-172-772 Release of information for health or safety emergencies.** (1) The university (president or designee, vice-president for student affairs) may release information from education records to appropriate persons in connection with an emergency if the knowledge of such informa-

tion is necessary to protect the health or safety of a student or other persons.

(2) The factors which should be taken into account in determining whether records may be released shall include:

(a) The seriousness of the threat to the health or safety of the student or other persons;

(b) The need for such records to meet the emergency;

(c) Whether the persons to whom such records are released are in a position to deal with the emergency; and

(d) The extent to which time is of the essence in dealing with the emergency.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-21-048 (Order CWU AO 75), § 106-172-772, filed 10/12/94, effective 11/12/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-172-772, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-772, filed 7/11/78; Order 23, § 106-172-772, filed 7/31/75. Formerly WAC 106-172-760 (part).]

**WAC 106-172-775 Limitation on liability.** The university shall not be liable for student records when information available only from the student is not provided initially or kept up to date by the student. This provision shall apply when the university has made adequate provision for supplying the information.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-172-775, filed 7/11/78; Order 23, § 106-172-775, filed 7/31/75.]

## Chapter 106-276 WAC

### PUBLIC RECORDS

#### WAC

106-276-001	Public records policy.
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#### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

106-276-200	Legislative liaison policy. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-200, filed 7/11/78; Order 11, § 106-276-200, filed 2/27/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-276-210	Designation. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-210, filed 7/11/78; Order 11, § 106-276-210, filed 2/27/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).
106-276-220	Responsibility. [Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-220, filed 7/11/78; Order 11, § 106-276-220, filed 2/27/73.] Repealed by 86-23-007 (Order 59), filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11).

**WAC 106-276-001 Public records policy.** The provisions of WAC 106-276-001 through 106-276-199 shall constitute the public records policy of Central Washington University, adopted in compliance with chapter 42.17 RCW enacted by the voters of the state of Washington on November 7, 1972.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-001, filed 7/11/78; Order 11, § 106-276-001, filed 2/27/73.]

**WAC 106-276-005 Definitions.** As used in the provisions of this chapter, the following definitions shall apply wherever the following words are used:

(1) "Request for a public record" means a written request submitted on a proper CWU public records request form for a public record, a review of public records, or a copy or reproduction of a public record.

(2) "Students in public schools" means all past, present, and future students enrolled at Central Washington University.

(3) "Vital governmental interest" includes, but is not limited to, matters affecting national security; the selection of a site or the purchase of real estate when publicity regarding such consideration would cause a likelihood of increased price.

(4) "Writing" means handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combination thereof, and all papers, maps, magnetic or paper tapes, photographic films and prints, magnetic or punched cards, discs, drums, and other documents.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-005, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-005, filed 7/11/78; Order 11, § 106-276-005, filed 2/27/73.]

**WAC 106-276-010 Definition of public record.** (1) A public record includes any writing containing information relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used, or retained by Central Washington University, regardless of the physical form or characteristics: *Provided, however,* That in accordance with RCW 42.17.310, the following personal and other records are exempt from the definition of public record:

(a) Personal information in any files maintained for students in public schools and the information, data, and records subject to the student records policy, WAC 106-172-700 through 106-172-799.

(b) Personal information in any files maintained for patients or clients of public institutions or public health agencies, welfare recipients, prisoners, probationers, or parolees.

(c) Personal information in files maintained for employees, appointees, or elected officials of any public agency to the extent that disclosure would violate their right to privacy.

(d) Information required of any taxpayer in connection with the assessment or collection of any tax if the disclosure of the information to other persons would violate the taxpayer's right to privacy or would result in unfair competitive disadvantage to such taxpayer.

(e) Specific intelligence information and specific investigative records compiled by investigative, law enforcement, and penology agencies, and state agencies vested with the responsibility to discipline members of any profession, the nondisclosure of which is essential to effective law enforcement or for the protection of any person's right to privacy.

(f) Information revealing the identity of persons who file complaints with investigative, law enforcement, or penology agencies, other than the public disclosure commission, if disclosure would endanger any person's life, physical safety, or property: *Provided,* That if at the time the complaint is filed the complainant indicates a desire for disclosure or nondisclosure, such desire shall govern: *Provided further,* That all complaints filed with the public disclosure commission about any elected official or candidate for public office must be made in writing and signed by the complainant under oath.

(g) Test questions, scoring keys, and other examination data used to administer a license, employment, or academic examination.

(h) Except as provided by chapter 8.26 RCW, the contents of real estate appraisals, made for or by any agency relative to the acquisition of property, until the project or prospective sale is abandoned or until such time as all of the property has been acquired or the property to which the sale appraisal relates is sold, but in no event shall disclosure be denied for more than three years after the appraisal.

(i) Valuable formulae, designs, drawings, and research data obtained by any agency within five years of the request for disclosure when disclosure would produce private gain and public loss.

(j) Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended except that a specific record shall not be exempt when publicly cited by an agency in connection with any agency action.

(k) Records which are relevant to a controversy to which an agency is a party but which records would not be available to another party under the rules of pretrial discovery for causes pending in the superior courts.

(l) Records, maps, or other information identifying the location of archaeological sites in order to avoid the looting or depredation of such sites.

(m) Any library record, the primary purpose of which is to maintain control of library materials, or to gain access to information, which discloses or could be used to disclose the identity of a library user.

(2) The exemptions of this section shall be inapplicable to the extent that information, the disclosure of which would violate personal privacy or vital governmental interest, can be deleted from the specific records sought. No exemption shall be construed to permit the nondisclosure of statistical information not descriptive of any readily identifiable person or persons.

(3) Inspection or copying of any specific records exempt under the provisions of this section may be permitted if the superior court in the county in which the record is maintained finds, after a proceeding with notice thereof to every person in interest and the agency, that the exemption of such records is clearly unnecessary to protect any individual's right of privacy or any vital governmental function.

(4) Any response refusing, in whole or in part, inspection of any public record shall include a statement of the specific exemption authorizing the withholding of the record (or part) and a brief explanation of how the exemption applies to the record withheld.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-010, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-276-010, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-010, filed 7/11/78; Order 11, § 106-276-010, filed 2/27/73.]

**WAC 106-276-030 Description of central and field organization at Central Washington University.** (1) Central Washington University is located on a campus in the city of Ellensburg, Washington. This campus comprises the central headquarters for all operations of the university; any "field" activities of the university are administered by personnel located on the campus at Ellensburg. The university is governed by a board of trustees appointed by the governor; such board meets at regular intervals, as provided in WAC 106-08-001. The board employs a president, the president's assistants, members of the faculty and other employees. It establishes such organizational units as are necessary to carry out the purposes of the university, provides the necessary property, facilities, and equipment and promulgates such rules, regulations, and policies as are necessary to the administration of the university.

(2) The board of trustees, either directly or by delegation, has caused to be created various administrative, academic, and support divisions to enable the university to discharge its obligations. Academic matters are the concern of the provost and vice-president for academic affairs; business and physical planning functions are the concern of the vice-president for business and financial affairs; matters related to student services are the concern of the vice-president for student affairs; the vice-president for university advancement oversees matters related to the internal and external affairs of the university and fund raising from private sources. These offices report to the president of the university.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-030, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-276-030, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-030, filed 7/11/78; Order 11, § 106-276-030, filed 2/27/73.]

**WAC 106-276-040 General course and method of decision-making.** (1) The formal procedures for decision-making at the university are governed by the board of trustees through rules promulgated by it in accordance with the requirements of chapter 34.05 RCW, the Administrative Procedure Act (APA). Accordingly, all rules, orders or directives, or regulations of the university which affect the relationship of the general public with the institution, or the relationship of particular segments of the university, such as students, faculty, or other employees, with the university or with each other,

(a) The violation of which subjects the person to a penalty or administrative sanction; or

(b) Which establishes, alters, or revokes any procedures, practice, or requirement relating to institutional proceedings; or

(c) Which establishes, alters, or revokes any qualification or requirement relating to the enjoyment of benefits or privileges conferred by law; are implemented through the procedures of the APA and appear in Title 106 WAC, provided, however, that in accordance with RCW 34.05.220, the university reserves the right to promulgate as internal rules not created or implemented in accordance with the APA, the following: Rules, regulations, orders, statements, or policies relating primarily to the following: Standards for admission; academic advancement, academic credits, graduation, and the granting of degrees; tuition and fees, scholarships, financial aid, and similar academic matters; employment relationships; fiscal processes; or matters concerning only the internal management of an institution and not affecting private rights or procedures available to the general public; and such matters need not be established by rule adopted under APA unless otherwise required by law. Internal rules and regulations to the extent not already set forth in the university's published catalogs and handbooks shall be collected in a general university policies manual, a copy of which shall be maintained on file in the university library and be available to the public.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-040, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-040, filed 7/11/78; Order 11, § 106-276-040, filed 2/27/73.]

**WAC 106-276-050 Informal procedures regarding the general course and methods of decision.** Informal procedures regarding the methods and general course of operations at the university are, for the purposes of these rules, either:

(1) Decisions made by persons authorized by board resolution, the president, or any designee to make a decision within the scope of responsibility assigned to such person; or

(2) Methods of human persuasion utilized by any member of the university's constituencies or of the public to attempt to influence one in power to make decisions within that person's scope of responsibility.

[Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-050, filed 7/11/78; Order 11, § 106-276-050, filed 2/27/73.]

**WAC 106-276-060 Designation of public records officers.** (1) In accordance with the requirements of chapter 42.17 RCW, insofar as such initiative requires state agencies to adopt and enforce reasonable rules and regulations to provide full public access to official divisions while yet protecting the same from damage and to prevent excessive interference with essentials of the agency, all public records at the university shall be in the charge of persons holding positions as records officers.

(2) Overall responsibility for coordinating responses to requests for examination of public records shall be the responsibility of the person known as the "public records officer." The person holding such position will be headquartered in Mitchell Hall at the university. The exact location and name of the public records officer may be determined by

inquiry at the office of the president of the university. The public records officer shall also be responsible for compiling and maintaining the index required by chapter 42.17 RCW.

(3) In cases where a question arises as to whether a given public record is the responsibility of one records custodian or another, the determination of such ministerial responsibility shall for the purposes of this chapter be made by the public records officer, or the president of the university.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-060, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-276-060, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.35.120. 80-11-027 (Order 45), § 106-276-060, filed 8/14/80. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-060, filed 7/11/78; Order 11, § 106-276-060, filed 2/27/73.]

**WAC 106-276-070 Availability for public inspection and copying or reproduction of public records.** (1) Public records shall be available for inspection, copying, and reproduction during the customary office hours of the university. For the purposes of this chapter, the customary office hours shall be from 9 a.m. to noon and from 1 p.m. to 4 p.m., Monday through Friday, excluding legal holidays, unless the person making the request and the university, acting through the public records officer, agree on a different time.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-070, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-070, filed 7/11/78; Order 11, § 106-276-070, filed 2/27/73.]

**WAC 106-276-080 Requests for public records.** In accordance with chapter 42.17 RCW the requirements that agencies prevent unreasonable invasions of privacy, protect public records from damage or disorganization, and prevent excessive interference with essential functions of the agency, public records are only obtainable by members of the public when those members of the public comply with the following procedures:

(1) A request shall be made in writing upon a form which shall be available at the office of the public records officer and shall be presented to the public records officer, per WAC 106-276-060. Such request shall include the following:

(a) The name of the person requesting the record;

(b) The time of day and calendar date on which the request was made; and

(c) If the matter requested is referenced within the current index maintained by the university records officer, a reference to the requested record as it is described in such current index;

(d) If the requested matter is not identifiable by reference to the university records current index, a statement that succinctly describes the record requested;

(e) A verification that the records requested shall not be used to compile a commercial sales list.

(2) In all cases in which a member of the public is making a request, it shall be the obligation of the university "public records officer" or that individual's designee, to assist the member of the public in succinctly identifying the public record requested.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-080, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order

(1999 Ed.)

59), § 106-276-080, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-080, filed 7/11/78; Order 11, § 106-276-080, filed 2/27/73.]

**WAC 106-276-090 Charges for copying or reproduction.** (1) No fee shall be charged for inspection of public records. The university may impose a reasonable charge for providing copies or reproductions of public records for use by any person of agency equipment to copy or reproduce public records and for any excessive time expended by a state employee in researching the requested records, as determined by the public records officer. Such charges shall not exceed the amount necessary to reimburse the university for its actual costs incident to such copying or reproduction.

(2) No record shall be copied by photostatic process or otherwise reproduced until and unless the person requesting the copying or reproduction of the public record has tendered payment for such copying or reproduction to the records official from whom the public record was obtained, or to any person designated by such records official.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-090, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-090, filed 7/11/78; Order 11, § 106-276-090, filed 2/27/73.]

**WAC 106-276-100 Determination regarding exempt records.** (1) The university reserves the right to determine that a public record requested in accordance with the procedures of this chapter is exempt under the provisions of RCW 42.17.310. Such determination may be made in consultation with any of the records officers of the university, president of the university, or an assistant attorney general assigned to the university.

(2) Responses to requests for records must be made promptly. For the purpose of these rules, a prompt response occurs if the person requesting the public record is notified within one business day as to whether or not the request for a public record will be granted or denied.

(3) No denial of a request for public records shall be valid unless accompanied by a written statement, signed by the public records officer or designee, specifying the specific reasons therefore.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-100, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-100, filed 7/11/78; Order 11, § 106-276-100, filed 2/27/73.]

**WAC 106-276-110 Review of denials of public records requests.** (1) Any person who objects to the denial of a request for a public record shall petition for prompt review of such decision by tendering to the president's office a written request for a review of such denial. Such written request by a person demanding prompt review shall specifically reference the written statement by the university denying that person's request for a public record.

(2) Within two business days after receiving the written request by a person petitioning for prompt review of a decision denying a public record, the president of the university or any designee, which for the purposes of this section may include the public records officer, shall consider such petition.

(3) During the course of the two business days in which the president or designee reviews the decision of the public records officer denying the request for a public record, the president or designee may conduct a brief adjudicative proceeding. During the course of such brief adjudicative proceeding, the president or designee may require that the person requesting the public record appear at a reasonable time and place located on the campus and further explain and identify the exact nature of the public record the person is seeking. Failure by the person requesting the review proceeding to appear at such brief adjudicative proceeding shall be deemed a waiver of that person's right to insist upon completion of the review of the request within two business days. If the petitioner requesting review does appear at such brief adjudicative proceeding, then the period for review by the university shall be extended to a period not exceeding twenty-four hours after such person requesting review has appeared before the president or designee.

(4) During the course of the brief adjudicative proceeding conducted by the president or designee under this section, the presiding officer shall consider the obligations of the university to comply fully with the intent of chapter 42.17 RCW insofar as it requires providing public access to official records, but shall also consider the exemptions provided in RCW 42.17.310 and the requirement of RCW 42.17.290 insofar as it requires the university to protect public records from damage or disorganization, prevent excessive interference with essential functions of the agency, and to prevent any unreasonable invasion of personal privacy by deleting identifying details.

[Statutory Authority: RCW 28B.10.528 and 28B.35.120(12). 94-20-075 (Order CWU AO 76), § 106-276-110, filed 10/3/94, effective 11/3/94. Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-276-110, filed 11/7/86. Statutory Authority: RCW 28B.19.050 and 28B.40.120. 78-08-011 (Order 39), § 106-276-110, filed 7/11/78; Order 11, § 106-276-110, filed 2/27/73.]

**WAC 106-276-230 Document index.** An index of all documents required to be indexed by RCW 42.17.260 shall be maintained at the office of business services and contracts, second floor, Mitchell Hall. The index shall be accessible to the public by request to the public records officer at the above office during normal working hours.

[Statutory Authority: RCW 28B.35.120(12). 91-23-031 (Order CWU AO 69), § 106-276-230, filed 11/12/91, effective 12/13/91.]

## Chapter 106-325 WAC

### STATE ENVIRONMENTAL POLICY ACT—RULE

#### WAC

106-325-010 Implementation of State Environmental Policy Act.

**WAC 106-325-010 Implementation of State Environmental Policy Act.** (1) All actions taken by Central Washington University shall comply with the provisions of chapter 43.21C RCW (the State Environmental Policy Act) and chapter 197-11 WAC, as presently enacted or hereafter amended.

(2) The president of Central Washington University shall be responsible for administering and implementing this rule. The president shall designate the personnel who will be

responsible for carrying out the duties and functions of the university as set forth or incorporated herein.

[Statutory Authority: RCW 28B.19.050 and 28B.35.120(11). 86-23-007 (Order 59), § 106-325-010, filed 11/7/86.]