

Chapter 131-32 WAC

EDUCATIONAL SERVICES

WAC

131-32-010	Charges for courses utilizing supplemental funding.
131-32-020	Charges for courses utilizing shared funding.
131-32-030	Interdistrict instructional program arrangements.
131-32-035	Interdistrict joint program offerings.
131-32-040	Dissemination of course and enrollment information.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

131-32-050	Running start program. [Statutory Authority: 1990 sp.s. c 9. 91-21-012 (Order 131, Resolution No. 91-47), § 131-32-050, filed 10/4/91, effective 11/4/91.] Repealed by 93-01-014, filed 12/4/92, effective 1/4/93. Statutory Authority: RCW 28A.600.390.
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WAC 131-32-010 Charges for courses utilizing supplemental funding. (1) For the purpose of this section, the term "supplemental funding" shall mean restricted funds provided on the basis of an agreement between a college district and a cooperating agency or organization for the purpose of augmenting state fund support above the current funding level provided for particular courses, classes, or programs that have extraordinary costs and that, in the judgment of the college district board of trustees, could not be offered without such supplemental funding.

(2) College districts that desire to offer services that involve supplemental funding pursuant to RCW 28B.50.140 (17) shall report such agreements to the state director within ten days of the execution of the agreement.

(3) Reports of any such agreements shall be accompanied by supporting cost information in the detail and format prescribed by the state director.

(4) The supplemental charge for any such services shall be deposited by the college district in fund 148 for the purpose of supporting such services and the general operations and maintenance of the college district.

(5) Enrollments generated by courses utilizing supplemental funding shall be eligible for state fund support, subject to review and approval of the state director.

(6) Courses denied approval under this section may be considered for eligibility as a shared funding course pursuant to WAC 131-32-020.

(7) Tuition and fees for such courses, classes, or programs shall be charged consistent with WAC 131-28-025 and 131-28-026.

[Statutory Authority: Chapter 28B.50 RCW. 98-23-049, § 131-32-010, filed 11/13/98, effective 12/14/98. Statutory Authority: RCW 28B.50.140(17). 81-14-023 (Order 88, Resolution No. 81-32), § 131-32-010, filed 6/25/81.]

WAC 131-32-020 Charges for courses utilizing shared funding. (1) For the purpose of this section, the term "shared funding" shall mean funds provided on the basis of an agreement between a college district and a cooperating agency or organization for the support of particular courses, classes, or programs that have costs within current state funding levels and that, in the judgment of the college district

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board of trustees, otherwise could not be offered because of inadequate state funding.

(2) College districts that desire to offer services that involve shared funding pursuant to RCW 28B.50.140(17) shall report such agreements to the state director within ten days of the execution of the agreement.

(3) Requests for approval of any such agreements shall be accompanied by supporting cost information in the detail and format prescribed by the state director.

(4) Enrollments generated by courses utilizing shared funding shall be eligible for state funding support subject to review and approval by the state director, but shall be discounted to the proportion that the state fund support provided for the services bears to the direct and indirect costs of the program.

(5) Tuition and fees for such courses, classes, or programs shall be charged consistent with WAC 131-28-025 and 131-28-026.

[Statutory Authority: Chapter 28B.50 RCW. 98-23-049, § 131-32-020, filed 11/13/98, effective 12/14/98. Statutory Authority: RCW 28B.50.140(17). 81-14-023 (Order 88, Resolution No. 81-32), § 131-32-020, filed 6/25/81.]

WAC 131-32-030 Interdistrict instructional program arrangements. (1) When circumstances warrant, two or more community and technical college districts may agree to allow one district to offer courses, special events, or other community service activities within the service area of the other district.

(2) Arrangements for interdistrict course(s) or program(s) offerings shall be formalized through written agreements between the cooperating college districts.

(3) A copy of the written agreement shall be filed with the office of the director for community and technical colleges.

(4) The college district providing the service shall maintain general administrative jurisdiction over the course(s) or program(s), including fees and other charges, instructor selection and remuneration, fiscal control and accounting, and enrollment reporting.

(5) Public announcements regarding such course(s) or program(s) shall describe the cooperative nature of the venture.

(6) In the event of a dispute related to interdistrict program arrangements and when in the judgment of the state board there are compelling reasons for intervention, the state board will make a final determination in the matter pursuant to authority granted in RCW 28B.50.090(11).

[Statutory Authority: Chapter 28B.50 RCW. 98-23-050, § 131-32-030, filed 11/13/98, effective 12/14/98. Statutory Authority: RCW 28B.50.090(11) and 28B.50.060. 86-22-028 (Order 112, Resolution No. 86-45), § 131-32-030, filed 10/30/86.]

WAC 131-32-035 Interdistrict joint program offerings. (1) Two or more community and technical college dis-

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districts may enter into agreements to offer jointly courses, programs or other community service activities.

(2) Agreements covering joint offerings shall specify, in addition to the items required by chapter 39.34 RCW, the Interlocal Cooperation Act, procedures for instructor selection and remuneration, the basis for assessing fees and other charges, admissions, and registration policies, and the method by which enrollment will be reported.

(3) A copy of the written agreement shall be filed with the office of the director for community and technical colleges.

(4) Public announcements regarding such programs shall describe the cooperative nature of the venture.

[Statutory Authority: Chapter 28B.50 RCW. 98-23-050, § 131-32-035, filed 11/13/98, effective 12/14/98. Statutory Authority: RCW 28B.50.090(11) and 28B.50.060. 86-22-028 (Order 112, Resolution No. 86-45), § 131-32-035, filed 10/30/86.]

WAC 131-32-040 Dissemination of course and enrollment information. (1) For the purposes of this section, "recruitment" is defined as information and activities which attempt to persuade potential students to attend a certain college—information used to compete for enrollment. "Information" is defined as the factual description of course availabilities, enrollment requirements, and college characteristics. However, excessive dissemination of what would otherwise be construed as legitimate course and enrollment information is viewed as competition or recruitment.

(2) In general, it is not the policy of the community and technical colleges to compete with each other or with other institutions of higher education for enrollment. It is the general policy of the community and technical colleges to inform the citizens of their districts of the programs and services available to them.

(3) The Community and Technical College Act (RCW 28B.50.020) requires the college system to offer educational service "to every citizen." Traditional methods of informing potential students—i.e., communication with high school counselors and students—reach only a small proportion of the potential enrollment, less than fifteen percent a year. In order to reach the rest of their potential student body—which is essentially the adult population at large—community and technical colleges utilize mass media dissemination, principally of quarterly course announcements.

(4) Mass dissemination of unsolicited course and enrollment information shall be held within district boundaries except where postal and media distribution patterns prohibit. Exceptions include regional activities such as fairs, high school-college days, and public exhibits in which the college is invited to participate. It is appropriate for a community or technical college to make known to the citizens of its district courses and programs offered exclusively by neighboring districts.

(5) It is appropriate to provide each adult citizen in the district with course and enrollment information once during each quarter on an unsolicited basis. In heavily populated areas, budgetary considerations may rule out such total distribution. Quarterly course announcements should be prepared and distributed in a way that provides the best balance between minimum cost and maximum dissemination of course information to district citizens. However, dissemina-

tion of such announcements at college expense to persons other than those requesting them shall be limited to one of the following methods:

- Mailing to district boxholders (direct mail)
- Newspaper advertisement
- Newspaper insert
- Other method of mass distribution

It may be appropriate for one district to disseminate quarterly course announcements to boxholders or recipients of newspaper inserts residing in other districts. Such arrangements shall not take place until both districts have agreed to the arrangement in writing.

(6) News releases and free public service announcements are an appropriate method of calling attention to new programs or to space availability in existing courses and programs. Public service announcements and news releases shall not be sent to media outside the college district except in those areas where more than one institution is served by the same primary media.

(7) Publications which provide factual information on specific instructional programs, on special programs or on special services provide an efficient method of responding to inquiries from potential students. Their unsolicited dissemination shall be limited to the district of origin.

(8) Districts may purchase advertising to provide supplementary course and registration announcements when it can be demonstrated that paid advertising is more cost-effective than other methods. In areas where media serve more than one college district, colleges should give preference to pooled advertisements rather than individual college advertisements to attract enrollment. Paid advertising shall not be placed with media outside the college district except in areas where more than one institution is served by the same primary news media.

(9) Where community and technical college districts overlap, the colleges shall plan and implement the dissemination of course and enrollment information so as to avoid unnecessary competition with each other and with adjacent districts for potential students. Issues arising from the process will be adjudicated under the provisions of the regional planning agreement specified by RCW 28B.50.215.

(10) In the event that state-funded enrollments are generated through interdistrict recruiting efforts that are contrary to the provisions of this section, the operating budget allocation of the intruding district may be adjusted by action of the state board. Budget allocation adjustments shall be determined by deducting funding attributable to enrollments generated by activities contrary to this section. The state board shall take into consideration the number of interdistrict enrollments that reasonably could have been expected to occur regardless of the interdistrict recruiting effort. At the request of either district that is party to an interdistrict recruiting dispute, the state board shall hold a hearing on the issues at dispute. The hearing will be held under the provisions of WAC 131-08-007. The board as a result of such hearings may approve a settlement that contains alternatives to the provisions of this section.

[Statutory Authority: RCW 28B.50.060, [28B.50.]090, [28B.50.]140(11) and [28B.50.]215. 92-13-020 (Order 138, Resolution No. 92-05-23), § 131-32-040, filed 6/8/92, effective 7/9/92. Statutory Authority: RCW

28B.50.090(11) and 28B.50.060. 86-22-028 (Order 112, Resolution No. 86-45), § 131-32-040, filed 10/30/86.]