

**WAC 132N-276-020 Definitions.** (1) "Public records" include 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 any state or local agency regardless of physical form or characteristics.

(2) "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, motion pictures, film and video recordings, diskettes, sound recordings, and other documents including existing data compilations from which information may be obtained or translated, magnetic or punched cards, disks, drums and other documents.

(3) Community College District 14 is an agency organized by statute pursuant to chapter 28B.50 RCW. Community College District 14 shall hereinafter be referred to as the "college." Where appropriate, the term "board" refers to the board of trustees of the district.

[Statutory Authority: RCW 28B.50.140 and 42.17.250(1). WSR 96-12-041, § 132N-276-020, filed 5/31/96, effective 7/1/96; Order 77-3 d, § 132N-276-020, filed 8/29/77.]