

TRANSMITTAL OF RULES ADOPTED BY INSTITUTION OF HIGHER EDUCATION

FROM: CLARK COLLEGE
(Name of Institution)

TO: CODE REVISER
LEGISLATIVE BLDG. (Southwest Corner, Ground Floor)
OLYMPIA 98504

The enclosed rules Permanent rules , being Order No. 77-3 - a
Emergency rules
relating to (Name of rules or description of subject matter)

SUSPENDED OPERATIONS: 1) WAC 132N-168-010 BOARD POLICY STATEMENT--
SUSPENDED OPERATIONS--CIVIL SERVICE; 2) WAC 132N-168-020 ADMINISTRATIVE
PROCEDURES--SUSPENDED OPERATIONS--CIVIL SERVICE EMPLOYEES

(ALTERNATIVE A. Use only for adoption of permanent rules)

pursuant to Notice No. 7544 (1) filed with the code reviser
on 4/27/77 (2) were regularly adopted as permanent rules of
(date)
this institution at Clark College AD 011 on 6/21/77 and are herewith
(place) (date)
filed in the office of the code reviser pursuant to chapter 28B.19
RCW. The effective date of such rules shall be . (3)

(ALTERNATIVE B. Use only for adoption of emergency rules)

pursuant to its finding in the attached administrative order,
that the immediate adoption of these rules is necessary for the
preservation of the public health, safety, or general welfare and
that observance of the requirements of notice and opportunity to
present views on the proposed action would be contrary to the
public interest, were regularly adopted as emergency rules of this
institution at _____ on _____ and
(place) (date)
are herewith filed in the office of the code reviser pursuant to
chapter 28B.19 RCW.

The undersigned hereby certifies that the requirements of chapter
28B.19 RCW and of the Open Public Meetings Act of 1971, chapter
42.30 RCW have been fulfilled.

Dated this 21st day of June 19 77 .

STATE OF WASHINGTON
FILED
AUG 29 1977

CLARK COLLEGE
(INSTITUTION)
Richard A. Jones
By Richard A. Jones

CODE REVISER'S OFFICE
DOCKET # 8419 FILE # 1

President
Title

- ① Notice number as appears on the copy of notice returned to you by reviser's office (if proceedings were continued, use no. of last notice)
- ② Stamped date as appears on the copy of notice returned to you by reviser's office (if proceedings were continued, use date of last notice)
- ③ Unless a later date is specified in this order or is prescribed in another statute, rules are effective 30 days after filing: RCW 28B.19.050(2). Leave this space blank except in such special cases.

STATE OF WASHINGTON

CLARK COLLEGE BOARD OF TRUSTEES

CLARK COMMUNITY COLLEGE DISTRICT NO. 14

ADMINISTRATIVE ORDER NO.: 77-3a

Be it resolved by the Clark College Board of Trustees of the State of Washington, after due notice and in a meeting open to the public, held at Clark College, Vancouver, WA, on June 21, 1977, as required by chapters 28B.19 and 42.30 RCW, do promulgate and adopt as permanent rules of the governing body, the annexed rules:

WAC 132N-168 Policy on Suspended Operations

Pursuant to the requirements of WAC 1-13-040 that each order shall set forth an appropriate statement of state statutory authority, this rule is promulgated under the general rule-making authority of Clark College as authorized in RCW 28B.50 RCW.

This order after being first recorded in the order register of this governing body shall be forwarded to the Code Reviser for filing pursuant to chapter 28B.19 RCW and chapter 1-13 WAC.

APPROVED AND ADOPTED June 21, 1977

BY: Betty Mage
Betty Mage, Chairman
Clark College Board of Trustees

NEW SECTION

WAC 132N-168-010 BOARD POLICY STATEMENT--SUSPENDED OPERATIONS--CIVIL SERVICE EMPLOYEES. Suspended operation of all or any portion of the institution is defined as emergency conditions beyond control of management, such as, but not limited to, riot, civil disturbance, mechanical failure, severe weather conditions, strike or work stoppage. When the president determines that such conditions exist, the following administrative procedures will be implemented.

NEW SECTION

WAC 132N-168-020 ADMINISTRATIVE PROCEDURES--SUSPENDED OPERATIONS--CIVIL SERVICE EMPLOYEES. (1) Management shall have the option to staff the institution or portion thereof, as they wish during the first working day of the period of suspended operations.

(2) When the period of suspended operation is anticipated to exceed one (1) working day, but is anticipated to be less than twenty-one (21) calendar days, employees best qualified to perform the tasks at hand, with the most layoff seniority shall be given the first option to work in the event that there are enough volunteers to meet the institution's work requirements. In the event there are too few volunteers, the employer may require employees to work in the reverse seniority.

(3) If the period of suspended operation exceeds twenty-one (21) calendar days, the full layoff provisions of the rules shall apply. Notification of options and/or layoff may not be given until the condition of suspended operations has been in existence for twenty-one (21) calendar days.