

TRANSMITTAL OF RULES ADOPTED

FROM: STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
(Name of Agency)

TO: CODE REVISER
LEGISLATIVE BLDG (Southwest Corner, Ground Floor)
Olympia 98501

The enclosed Permanent rules , being order No. 8
Emergency rules
relating to (Name of rules or description of subject matter)

Layoff or reductions in force procedures based on seniority including but not limited to the determination of "layoff seniority" and "layoff units", notice requirements, and options in lieu of layoff.

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

pursuant to Notice No. 2934 ① filed with the code reviser on 2/11/71 ② were regularly adopted as permanent rules of this (date) WEA Building, agency at Olympia, Washington on 3/4/71 and are herewith (place) (date) filed in the office of the code reviser pursuant to chapter 34.04 RCW. The effective date of such rules shall be 4/7/71 ③

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

pursuant to its finding 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 agency at _____ on _____ and are herewith filed in (place) (date) the office of the code reviser pursuant to chapter 34.04 RCW.

Dated this 8th day of March 19 71

STATE OF WASHINGTON
FILED
MAR 8 1971
CODE REVISER'S OFFICE
POCKET # 3320 FILE # 1

STATE BOARD FOR COMMUNITY COLLEGE EDUCATION
(AGENCY)
Robert S. Johnson
By
Assitant Attorney General
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 34.04.040. LEAVE THIS SPACE BLANK EXCEPT IN SUCH SPECIAL CASES.

RESOLUTION NO. 71- 14

ADMINISTRATIVE ORDER NO. 8

A resolution relating to permanent rules of the State Board for Community College Education.

BE IT RESOLVED by a majority of the State Board for Community College Education that the annexed regulations, to-wit:

A. WAC 131-16-200 concerning reduction in force guidelines and procedures;

B. WAC 131-16-210 concerning definition of "layoff";

C. WAC 131-16-220 concerning duration of reduction in force lists;

are hereby approved and adopted as permanent rules of the State Board for Community College Education.

Approved and adopted March 4, 1971.

Attest:


CHAIRMAN

NEW

WAC 131-16-200 REDUCTION IN FORCE GUIDELINES AND PROCEDURES SUPPLEMENTAL TO CHAPTER 251-10 WAC. When a reduction in force becomes necessary the following guidelines and procedures shall govern to the extent they are consistent and supplemental to chapter 251-10 WAC:

(1) The director shall determine the number of positions by classification to be abolished.

(2) The order of layoff shall be according to the appointment status of employees in the classification(s) of positions to be eliminated and in the inverse order of their "layoff seniority" as defined by WAC 251-04-020(33), as now or hereafter amended.

(a) Emergency, temporary or intermittent employees shall be laid off before probationary and provisional status employees in the same classification.

(b) Non-permanent status employees shall be laid off before permanent status employees in the same classification.

(3) The order of layoff and optional retention rights shall not be limited or restricted by any requirements regarding the sex of employee because of the nature or circumstances of work involved.

NEW

WAC 131-16-210 LAYOFF UNIT DEFINED. (1) For the purposes of WAC 131-16-200, WAC 131-16-220 and chapter 251-10 WAC the state board for community college education staffs, in their entirety, in the cities of Olympia and Seattle are each defined as comprising one layoff unit.

NEW

WAC 131-16-220 DURATION OF REDUCTION IN FORCE LISTS. (1) The director or his designee may extend or re-establish employment lists as long as these actions do not jeopardize the re-employment of any employee separated by a reduction in force. Employees separated by reason of reduction in force shall have their names maintained on applicable registers for a period of not less than three (3) years from the date of their termination.