

- 132E-116-020 Permit revocation. [Order 77-1-2, § 132E-116-020, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-024 Right to refuse permit. [Order 77-1-2, § 132E-116-024, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-028 Issuance of permits. [Order 77-1-2, § 132E-116-028, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-032 Display of permits. [Order 77-1-2, § 132E-116-032, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-036 Parking permit fees. [Order 77-1-2, § 132E-116-036, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-040 Refund of fees. [Order 77-1-2, § 132E-116-040, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-044 Additional vehicles. [Order 77-1-2, § 132E-116-044, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-048 Failure to register. [Order 77-1-2, § 132E-116-048, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-052 Parking permit exceptions. [Order 77-1-2, § 132E-116-052, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-056 Parking within designated spaces. [Order 77-1-2, § 132E-116-056, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-060 Locating legal parking space. [Order 77-1-2, § 132E-116-060, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-064 Motorcycle parking. [Order 77-1-2, § 132E-116-064, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-068 Bicycle parking. [Order 77-1-2, § 132E-116-068, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-072 Handicapped parking. [Order 77-1-2, § 132E-116-072, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-076 Disabled or inoperative vehicles. [Order 77-1-2, § 132E-116-076, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-080 Regulatory signs and directions. [Order 77-1-2, § 132E-116-080, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-084 Speed. [Order 77-1-2, § 132E-116-084, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-088 Pedestrian's right of way. [Order 77-1-2, § 132E-116-088, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-092 Report of accident. [Order 77-1-2, § 132E-116-092, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-096 Special traffic/parking regulations and restrictions. [Order 77-1-2, § 132E-116-096, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-100 Issuance of traffic citations. [Order 77-1-2, § 132E-116-100, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-104 Fines and penalties. [Order 77-1-2, § 132E-116-104, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-108 Appeal of fines and penalties. [Order 77-1-2, § 132E-116-108, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-112 Enforcement. [Order 77-1-2, § 132E-116-112, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-116 Liability of college. [Order 77-1-2, § 132E-116-116, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-120 Severability. [Order 77-1-2, § 132E-116-120, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
- 132E-116-124 Adoption. [Order 77-1-2, § 132E-116-124, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.

WAC 132E-116-001 through 132E-116-124 Repealed. See Disposition Table at beginning of this chapter.

Title 132F WAC COMMUNITY COLLEGES--SEATTLE COMMUNITY COLLEGE

Chapters

- 132F-104** Seattle Community College district board of trustees--Rules and regulations.
- 132F-116** Traffic rules and regulations.
- 132F-120** Seattle Community College student policies and procedures.
- 132F-136** Policy on the use of the college facilities.
- 132F-148** Affirmative action program.
- 132F-200** Tenure.
- 132F-419** Sexual harassment.

Chapter 132F-104 WAC SEATTLE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES--RULES AND REGULATIONS

WAC

- 132F-104-010 Regular meeting of the Community College District VI board of trustees.
- 132F-104-020 Meeting schedule.
- 132F-104-030 Location of meeting.
- 132F-104-812 Deadlines.
- 132F-104-813 Submission routes.
- 132F-104-815 Board distribution list.

132F-104-818 New business.
 132F-104-819 Notification to board office.

WAC 132F-104-010 Regular meeting of the Community College District VI board of trustees. The board of trustees will hold a regular meeting on the third Tuesday of each month for eleven months of the year, unless that day is a legal holiday or otherwise modified by board action. In the event that the board of trustees is unable to meet on the regular meeting date, the chairman of the board may order that the meeting be rescheduled or that no regular meeting of the board be held that month. The board shall maintain and announce a tentative meeting schedule approximately six months in advance showing the date, time, and location of each meeting. Advance notice of meetings shall be given in accordance with the Open Public Meetings Act of 1971, as amended. [Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-104-010, filed 10/7/85; Order 27, § 132F-104-010, filed 10/10/75; Order 20, § 132F-104-010, filed 6/6/75; Order 6, § 132F-104-010, filed 12/12/72.]

WAC 132F-104-020 Meeting schedule. The action session of the board of trustees meeting will begin at 6:00 p.m. in accordance with the published meeting schedule. The report session of the agenda will commence following the conclusion of the action session. During this time reports will be given to the board and resource people will be invited to provide detailed background information. These meetings are open to the public according to the Open Public Meetings Act of 1971, as amended. [Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-104-020, filed 10/7/85; Order 30, § 132F-104-020, filed 6/11/76; Order 27, § 132F-104-020, filed 10/10/75; Order 20, § 132F-104-020, filed 6/6/75.]

WAC 132F-104-030 Location of meeting. Board meetings will be rotated among the three campuses and the district office for a total of three meetings at each campus and two meetings at the district office, one during the summer on a month designated by the board and one during December, in accordance with the published schedule, rotating meetings among the three campuses:

- (1) North Seattle Community College
 9600 College Way North
 Seattle, WA 98103
- (2) Seattle Central Community College
 1701 Broadway
 Seattle, WA 98122
- (3) South Seattle Community College
 6000 - 16th Avenue S.W.
 Seattle, WA 98106

Summer and December meetings:

Seattle Community College District
 300 Elliott Avenue West
 Seattle, WA 98119

[Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-104-030, filed 10/7/85; 83-13-058 (Order 41, Resolution No. 1983-16), § 132F-104-030, filed 6/15/83. Statutory Authority: RCW 28B.50.140. 81-14-073 (Order 40), § 132F-104-030, filed 7/1/81; Order 20, § 132F-104-030, filed 6/6/75.]

WAC 132F-104-812 Deadlines. Items for regular board meeting agendas should be in the board office twelve days before the board meeting. Advance materials, including the agenda, background materials, and other information will be mailed to the board members and an approved board materials distribution list three work days in advance of regular meetings (including the day on which the materials are mailed and the day on which the meeting is held). [Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-104-812, filed 10/7/85; 83-13-058 (Order 41, Resolution No. 1983-16), § 132F-104-812, filed 6/15/83. Statutory Authority: RCW 28B.50.140. 81-14-073 (Order 40), § 132F-104-812, filed 7/1/81; Order 14, § 132F-104-812, filed 5/22/73.]

WAC 132F-104-813 Submission routes. To allow the board to have the benefit of background information and research, and to permit access for all SCCD constituencies to the board, the following submission routes to the board are available:

Initiated By:	Submitted By:
(1) An individual student, group of students, or student government organization	Student body government or other elected student representative to students' advisory representative to the board, or through the dean of students to the campus president.
(2) An individual faculty member, group of faculty members, or the faculty organization (SCCFT).	Faculty representative organization (SCCFT) to the faculty advisory representative to the board, or to the campus president via the dean of instruction or the district chancellor.
(3) An individual support staff employee, group of support staff employees, or the nonsupervisory classified employees' organization (WFSE).	For supervisory classified, per individual via the campus president or district chancellor. For WFSE members, to executive committee and WFSE advisory representative to the board.
(4) An individual administrative employee, a group of administrative employees, or administrative organization.	Either the campus president or the district chancellor via immediate supervisor.
(5) Individual citizens, groups, organizations, associations, agencies, or others who are not regular members of the district community.	Campus president if the matter concerns only one campus or the district chancellor if the matter concerns the entire district.

[Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-104-813, filed 10/7/85; 83-13-058 (Order 41, Resolution No. 1983-16), § 132F-104-813, filed 6/15/83. Statutory Authority: RCW 28B.50.140. 81-14-073 (Order 40), § 132F-104-813, filed 7/1/81; Order 14, § 132F-104-813, filed 5/22/73.]

WAC 132F-104-815 Board distribution list. The distribution list for the board of trustees will include the following:

	No.	Copies	Total
Regular board members	1	each	5
Advisory representatives to the board (SCCFT, WFSE, 3 ASB presidents)	1	"	5
Campus presidents' offices	3	"	9
Chancellor's office	3	"	3
Assistant attorney general	1	"	1
District officers and staff	1	"	9
President, SCCFT	1	"	1
Campus vice presidents, SCCFT	1	"	3
Campus libraries	1	"	3
Editor, <i>Polaris</i>	1	"	1
Editor, <i>City Collegian</i>	1	"	1
Editor, <i>Sentinel</i>	1	"	1
Education editor, <i>Seattle Times</i>	1	"	1
Education editor, <i>Seattle Post-Intelligencer</i>	1	"	1

Individuals or groups who wish to read these materials may do so in the campus presidents' offices or in the board office anytime during regular working hours. [Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-104-815, filed 10/7/85; 83-13-058 (Order 41, Resolution No. 1983-16), § 132F-104-815, filed 6/15/83. Statutory Authority: RCW 28B.50.140. 81-14-073 (Order 40), § 132F-104-815, filed 7/1/81; Order 14, § 132F-104-815, filed 5/22/73.]

WAC 132F-104-818 New business. Items not previously discussed may be presented by any individual or group at this time. Normally, no action may be taken at this time on any item which has not appeared on the printed agenda unless it is of an emergency nature. [Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-104-818, filed 10/7/85. Statutory Authority: RCW 28B.50.140. 81-14-073 (Order 40), § 132F-104-818, filed 7/1/81; Order 14, § 132F-104-818, filed 5/22/73.]

WAC 132F-104-819 Notification to board office. Individuals or groups are requested to notify the board office eight working days prior to the regular board meeting of the title and/or nature of any items which they wish to discuss under old or new business at the meeting. [Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-104-819, filed 10/7/85; 83-13-058 (Order 41, Resolution No. 1983-16), § 132F-104-819, filed

6/15/83. Statutory Authority: RCW 28B.50.140. 81-14-073 (Order 40), § 132F-104-819, filed 7/1/81; Order 14, § 132F-104-819, filed 5/22/73.]

Chapter 132F-116 WAC TRAFFIC RULES AND REGULATIONS

WAC

132F-116-170 Disabled parking.

WAC 132F-116-170 Disabled parking. No vehicle shall park in a parking space designated for disabled persons without displaying a disabled license plate, card, or decal issued by the Washington state department of licensing (or from equivalent other jurisdictions in other states) that indicates that an occupant of the vehicle is disabled.

(1) Such vehicle must be used to transport the disabled person.

(2) Vehicles meeting these criteria will be allowed to park in the designated spaces upon payment of the standard nonreserved parking rate.

(3) The safety and security officer of each campus and the district office shall make alternative parking available for short-term disabilities. [Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-116-170, filed 10/7/85; Order 29, § 132F-116-160 (codified as WAC 132F-116-170), filed 10/10/75; Order 7, § 132F-116-170, filed 1/12/73.]

Chapter 132F-120 WAC SEATTLE COMMUNITY COLLEGE STUDENT POLICIES AND PROCEDURES

WAC

132F-120-020	Students' right to privacy.
132F-120-030	Student programs.
132F-120-040	Student program development.
132F-120-041	Definition.
132F-120-042	Operation of student programs.
132F-120-043	Program expenditures.
132F-120-050	Student organizations.
132F-120-060	Student publications associated with a journalism course.
132F-120-061	Student publications not associated with a course of journalism for which academic credit is provided.
132F-120-070	Use of the college name.
132F-120-080	Student expression and evaluation.
132F-120-090	Student complaints.
132F-120-100	Student conduct.
132F-120-110	Misconduct.
132F-120-120	Disciplinary actions.
132F-120-130	Jurisdiction.
132F-120-150	Appeals/referrals.
132F-120-160	Campus committee on conduct and standards.
132F-120-170	Hearing guidelines.
132F-120-180	Sanctions.
132F-120-190	Review for readmission.
132F-120-200	Emergency authority of the campus president.
132F-120-210	Intercollegiate athletic programs.
132F-120-510	Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

132F-120-510 Definitions. [Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-510, filed 10/4/78; Order 2, § 132F-120-510, filed 9/20/72.] Repealed by 84-03-028 (Order 42, Resolution No. 1984-1), filed 1/12/84. Statutory Authority: Chapter 28B.50 RCW. Later promulgation, see WAC 132F-120-041.

WAC 132F-120-020 Students' right to privacy. The Seattle Community College District shall respect the students' right to privacy. Accordingly, it will not inquire into the activities of its students away from the campus. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-020, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-020, filed 10/4/78; Order 2, § 132F-120-020, filed 9/20/72.]

WAC 132F-120-030 Student programs. Seattle Community College District recognizes the need to provide students with the opportunity for personal growth. Student programs enhance social and personal growth through cultural, recreational, athletic, and leadership experiences. These programs also provide student support services within the scope of the campus. Thus, such programs enable students to more fully realize the potential of their college experience.

The operations of student programs and activities within the Seattle Community College District should facilitate an appropriate sharing of responsibilities and decision-making opportunities among the officially recognized student governmental organization and the campus administration who are accountable for effective administration of college functions. Final authority resides with the board of trustees. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-030, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-030, filed 10/4/78; Order 2, § 132F-120-030, filed 9/20/72.]

WAC 132F-120-040 Student program development. The Seattle Community College District recognizes the special role that students play in the development and maintenance of student programs. On each campus the students shall be represented by the recognized student governmental organization. The student government, in cooperation with the professional staff having direct responsibility for the conduct of student programs, will assure a broad selection of student programs open to all students and other interested members of the college community. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-040, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-040, filed 10/4/78; Order 2, § 132F-120-040, filed 9/20/72.]

WAC 132F-120-041 Definition. "Student programs and activities" means functions recognized by the student governmental organization; or recommended by the services and activities fees committee or campus administration and formally authorized by the board of trustees. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-041, filed 1/12/84. Formerly WAC 132F-120-510.]

WAC 132F-120-042 Operation of student programs. Student programs and activities shall be operated under regulations and policies officially adopted by the board of trustees, including the constitution of the recognized student government and campus regulations pursuant to chapter 28B.15 RCW. Day-to-day operational responsibilities on each campus are normally delegated to the dean of students and the professional staff with direct responsibility for the conduct of student activities. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-042, filed 1/12/84.]

WAC 132F-120-043 Program expenditures. Services and activities fee expenditures for programs devoted to political or economic philosophies shall result in the presentation of a spectrum of ideas. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-043, filed 1/12/84.]

WAC 132F-120-050 Student organizations. (1) Organizations may be established within the campuses for any legal purpose, whether their aims are religious, political, educational, economic, or social. Affiliation with an external organization shall not disqualify the campus-based branch or chapter from district privileges. Membership in all campus-related organizations shall be open to any member of the college community who is willing to subscribe to the stated aims of the organization.

(2) The campuses shall not require membership lists of any organization, but may require as a condition of access to college funds and facilities demonstration or proof of involvement of students or members of the campus community in the organization, which may include the names and addresses of its officers. Organizations may select to submit a membership list as one means of providing proof of involvement.

(3) It is not necessary to have a campus staff member as an advisor in order to function as an organization; however, it is a requirement for the use of services and activities funds.

(4) Where funds are allocated to a student organization, financial accountability will be required, including a statement of income and expenses on a regular basis. Organizations receiving funds allocated by the board of trustees shall abide by the policies and procedures outlined in the approved student government constitution on that campus, campus regulations, and district policies and procedures. Further, such organizations shall keep

records of their income and expenditures for the purpose of reconciling such records with the campus budget and accounting system. Financial information is to be made mutually available by such organizations and the designated administrative officer. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-050, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-050, filed 10/4/78; Order 2, § 132F-120-050, filed 9/20/72.]

WAC 132F-120-060 Student publications associated with a journalism course. (1) Student newspapers are published by the designated student governing body for the purpose of promoting free and responsible discussion of campus and community issues. Guidelines for the publication of student newspapers shall be published according to campus regulations and the *Code of Newspaper Ethics* as adopted by the American Society of Newspaper Editors and state and federal laws regarding libel and obscenity.

(2) The appropriate dean shall establish a board of publications composed of student, faculty, and administration representatives who shall serve as publishers for all student publications.

(3) Student newspapers shall be free of censorship.

(4) Its editors shall be free to develop their own editorial policies within the guidelines established by the board of publications.

(5) The editors of student newspapers shall be protected from arbitrary suspension and removal because of student, faculty, administrative or community disapproval of editorial policy or content.

(6) The editors shall be subject to removal only upon violation of the *Code of Newspaper Ethics* as interpreted by the guidelines as adopted by the board of publications or for violations of laws. The decision for removal is subject to review by the campus president. [Statutory Authority: Chapter 28B.50 RCW. 84-23-061 (Order 45, Resolution No. 1984-27), § 132F-120-060, filed 11/21/84; 84-14-004 (Order 43, Resolution No. 1984-5), § 132F-120-060, filed 6/22/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-060, filed 10/4/78; Order 2, § 132F-120-060, filed 9/20/72.]

WAC 132F-120-061 Student publications not associated with a course of journalism for which academic credit is provided. (1) A board of publications (the "board") shall be established, composed of two-thirds students, one-third faculty/staff/administrators who shall have the powers set forth in these regulations, and a nonvoting faculty member.

(a) The designated dean coordinates the establishment of the board.

(b) The faculty, staff, and administration members shall be appointed to the board by the campus president.

(c) The student members shall be appointed by the recognized student government organization on each campus.

(d) The chair shall be elected annually by the board of publications from its own membership.

(2) The student newspaper exists for the purposes of providing free and responsible discussion of campus and community issues, and of providing an educational experience for the newspaper's staff.

(3) The board of publications on each campus shall develop and adhere to its own organizational policies and procedures. The board shall further develop written guidelines for the publication of student newspapers consistent with limitations provided in District VI policies and procedures, and state and federal laws. Such organizational policies and procedures and newspaper guidelines shall be adopted by the board of publications after review by the designated student governmental organization and the designated dean. Those written documents adopted by the board of publications shall be filed with the student governmental organization, the designated dean, and the student newspaper on each campus.

(4) Student newspapers shall be free of censorship and advance approval of copy by the board, the college administration, the faculty advisor, or any other person or entity.

(5) The editor shall be subject to removal by the board before the end of his/her term of appointment only for the following grounds:

(a) Publishing unprivileged libel or obscenity as defined by the United States Supreme Court, or for publishing material that materially and substantially interferes with or disrupts school work or discipline. Interference and disruption are defined as student rioting; unlawful seizures of property; destruction of property; or widespread boisterous conduct.

(b) Work-related misconduct or neglect of duty. The exercise of constitutionally protected rights shall not constitute such work-related misconduct or neglect of duty. Without limitation, none of the following shall constitute such work-related misconduct or neglect of duty: Expressions of editorial opinion or policy; the content or manner of presentation of published material; comments or responses to published material; or decisions whether or not to publish material. Work-related misconduct or neglect of duty may include, without limitation, the failure to publish in a timely manner or failure to attain a level of technical quality reasonably expected of a college newspaper.

(6) Failure to renew an editor's term cannot be based on the publication of constitutionally protected expression.

(7) Removal procedure

(a) An editor shall have twenty days advance notice of the effective date of his/her removal. The notice of dismissal shall contain a short and plain statement of the matters asserted concerning the removal of the editor, and reference to that portion of (5) which allegedly has been violated.

(b) The editor may request in writing within seven days of his/her receipt of the notice of removal that the board convene for a hearing to determine whether he/she has violated (5). The hearing, if requested, must be held not less than seven nor more than 10 days from

the date of the request, and the editor shall receive seven days notice of the date of the hearing. Not less than three days before the date of the hearing, both parties shall exchange a list of the documents, witnesses and other evidence to be presented at the hearing, along with a brief statement of the facts to which each witness is expected to testify. The decision of the board shall be rendered within three days of the conclusion of the hearing. The editor may be suspended with pay during the pendency of the hearing and issuance of the board's decision.

(c) The editor shall be entitled to present arguments, documents, and witnesses on his/her behalf, to confront and cross-examine the witnesses against him/her, to be represented by counsel, and to receive a written report of the results and findings of the hearing.

(d) If it is the decision of the board of publications that the editor should be removed, the editor may request within seven days of his/her receipt of that decision that the matter be reviewed by the college president. The scope of the review of the college president shall only include questions concerning the adherence by the board of publications to the dismissal procedure. The president's decision to affirm or reverse the board's decision to remove the editor shall be issued in writing within 30 days from the date of the request for his/her review.

(e) Service of any notice or request provided for in this section shall be effective the date of delivery, provided that no request for a hearing or appeal shall be deemed untimely if it is properly mailed and postmarked within the prescribed time.

(f) All hearings shall be held during the course of a regular academic quarter in which the editor is enrolled as a student, subject to the notice provisions provided above.

(g) Any deadline provided in this section may be changed or extended by mutual agreement of the editor and the board.

(8) These procedures shall not apply to student newspapers published as an integral part of a course of journalism instruction for which academic credit is provided. [Statutory Authority: Chapter 28B.50 RCW. 84-14-004 (Order 43, Resolution No. 1984-5), § 132F-120-061, filed 6/22/84.]

WAC 132F-120-070 Use of the college name. (1) No individual, group, or organization may use the Seattle Community College District or campus name without written authorization from the designated administrative officer.

(2) District and/or campus approval or disapproval of any external policy or position may not be stated or implied by an individual, group or organization.

(3) Use of all seals and/or symbols of the district and/or campus except where further restricted by board policy shall be regulated as is use of the college name. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-070, filed 1/12/84. Statutory Authority: RCW

28B.50.140(13). 78-10-109 (Order 37), § 132F-120-070, filed 10/4/78; Order 2, § 132F-120-070, filed 9/20/72.]

WAC 132F-120-080 Student expression and evaluation. (1) The Seattle Community College District recognizes the rights of students to freedom of discussion and expression of views. It is the responsibility of the instructor to insure and encourage the realization, not only of the fact, but of the spirit of free inquiry.

(2) In particular, students must be guaranteed fair and consistent course evaluation from the instructor. Instructors have the responsibility to maintain order, but this authority must not be used to inhibit the expression of views contrary to their own.

(3) It is the responsibility of the student to support the instructor's efforts to assure freedom of expression and to maintain order. It is consistent with the concept of freedom in the classroom for the instructor to require participation in classroom discussion or submission of written materials relevant to the course. Evaluation of skills or intellectual capacity should not threaten the right to privacy. Fair and professional course evaluation is a legitimate classroom experience.

(4) Information about student views, beliefs and political associations which is acquired by instructors in the course of their work is confidential and shall not be disclosed to others.

(5) As constituents of a college community, students must be free, individually and collectively, to express their views on issues of institutional policy and on matters of general interest to the student body. Individuals affected by a policy shall have ample opportunity to express their viewpoint.

(6) On-campus recruitment of students for lawful employment is an appropriate adjunct to the educational process. Campus participation in the placement process is a service function assumed by the campus. So long as any recruitment is permitted on campus, students enrolled in the campus have the right to be interviewed. Similarly, any student or group of students has the right not to participate in programs and services of organizations, associations, firms, etc., approved by the administration. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-080, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-080, filed 10/4/78; Order 2, § 132F-120-080, filed 9/20/72.]

WAC 132F-120-090 Student complaints. Seattle Community College District shall establish a process whereby students may file a complaint against any member of the college community. Students who feel they have a complaint relating to an action by a member of the college community have the following procedure available:

(1) When a student has a complaint, he/she is encouraged first to consult with the person involved before initiating a complaint.

(2) When the student determines the complaint may be handled more appropriately without the person's involvement, a student may consult with a counselor to assist in determining the appropriate course of action or the student may contact the head of the appropriate division/department or its designated complaints officer.

(3) When complaints filed with the head of the appropriate division/department have not been resolved, the student may bring the complaint to the complaints officer designated by the president for further action.

(4) The designated complaints officer shall discuss the concerns outlined by the student and the options available for resolution. Should the student elect to proceed with a formal complaint, the concerns must be outlined in writing, specifying the complaint and identifying dates and persons involved as accurately as possible.

(a) When the written complaint is filed with the designated complaints officer, it shall be forwarded within ten instructional days to the appropriate division/department head and other persons named in the complaint for response, within ten instructional days.

(b) Should the written response not resolve the complaint, then a conference shall be convened by the designated complaints officer among all parties involved, within ten instructional days, for the purpose of achieving a resolution of the complaint.

(c) The designated complaints officer shall keep all written statements, transcripts, and minutes associated with the complaint as part of the confidential files of the campus.

(d) If the conference resolutions do not satisfy the complainant, the designated complaints officer shall notify the appropriate dean and forward the complaint for resolution.

(5) The appropriate dean shall review the minutes, transcripts, and other pertinent statements and discuss the complaint with the parties involved. If complaints filed with the dean have not been resolved, the dean shall then issue a recommendation to the president which offers a resolution to the complaint.

(6) The recommendations of the dean shall be reviewed by the president who may amend, modify, reverse or accept the recommendations, and who shall then implement the resolution of the complaint.

(7) Appeals or formal hearings to the board of trustees shall not be provided. The decision of the president shall be final.

(8) No complaints requesting a grade review will be considered after two consecutive quarters, not to include summer quarter, from the date of issue for that grade. Student complaints related to grades shall be reviewed as follows:

(a) Students are encouraged to consult with the instructor before initiating a grade review process as outlined in this procedure.

(b) The student shall indicate the grade received in the course together with the reason for the complaint, specifying as accurately as possible all pertinent performance scores and attendance data. This information shall be filed in writing with the designated complaints officer.

(c) When the complaint has been received by the designated complaints officer, it shall be forwarded to the division/department administrator and the course instructor who reported the grade for the instructor's review and possible adjustment.

(d) The course instructor shall reply in writing, indicating the basis on which the decision was made and include the grade reported for the student, the evaluation criteria for the course, and the performance scores and attendance data achieved by the student in that course. The decision is transmitted to the student through the complaints officer with whom the complaint was initially filed.

(e) Ordinarily, the above process of review should be sufficient, but if the student feels there were extenuating circumstances, a conference may be requested with the division/department administrator, the course instructor and the complaints officer. The conference shall investigate the circumstances of performance in the course and determine appropriate adjustments if warranted.

(f) Since the evaluation of the extent of course mastery is exclusively within the province of the instructor for a particular course, any adjustments or grade changes may be initiated only by that instructor or, under proven extenuating circumstances, by the appropriate dean of instruction, upon approval by the president. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-090, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-090, filed 10/4/78; Order 2, § 132F-120-090, filed 9/20/72.]

WAC 132F-120-100 Student conduct. Pursuant to the authority granted by RCW 28B.50.140, the board of trustees of Seattle Community College District VI hereby establishes regulations on student conduct and student discipline.

The Seattle Community College District is a public institution having special responsibility for providing instruction in higher education. As a postsecondary learning institution, the district has an obligation to maintain conditions which are conducive to freedom of inquiry and expression in the degree compatible with the orderly conduct of its functions. For this purpose all of the campuses operated within District VI are governed by regulations and procedures promulgated under this policy.

(1) Admission to the Seattle Community College District carries with it the presumption that students will conduct themselves as responsible members of a district and campus community. When students enroll in any of the campuses operated by District VI, they assume the obligation to observe standards of conduct which are appropriate to the pursuit of academic/vocational goals.

(2) Students have the obligation to:

(a) Maintain high standards of academic and personal honesty and integrity;

(b) Respect the rights of others and cooperate with all parts of the college community to insure that such rights are guaranteed, whether or not the views of those exercising such rights are consistent with their own;

(c) Refrain from those actions which would interfere with the campus functions or endanger the health, safety, welfare or property of others;

(d) Comply with and support Seattle Community College District rules and regulations;

(e) Comply with and support duly constituted civil authority. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-100, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-100, filed 10/4/78; Order 2, § 132F-120-100, filed 9/20/72.]

WAC 132F-120-110 Misconduct. The Seattle Community College District defines misconduct as that which adversely affects the institution's pursuit of its educational objectives.

Irresponsible behavior for which the campuses may impose sanctions is defined as follows:

(1) Academic dishonesty, to include cheating, plagiarism, or knowingly furnishing false information to the campuses.

(2) The intentional making of false statements and/or filing of false charges against the campuses and members of the district community.

(3) Forgery, alteration or misuse of campus or district documents, records, funds or instruments of identification with the intent to defraud.

(4) The intentional obstruction or disruption of teaching research, administration, disciplinary proceedings or other campus activities, including public service functions and other authorized activities on campus premises.

(5) Physical and/or verbal abuse of any person on campus premises or at any campus-sponsored or campus-supervised function; or conduct which threatens or endangers the health and safety of any such person.

(6) Theft from or damage to college premises and/or property or theft of or damage to property of a member of the district community or campus premises.

(7) Possession, use or furnishing on campus premises of intoxicating beverages and controlled substances or unlawful drugs where prohibited by law or district and campus regulations.

(8) Failure to comply with the direction of campus officials acting in the legitimate performance of their duties.

(9) Violation of published district and/or campus regulations which may from time-to-time be properly enacted.

(10) Possession of firearms, even if licensed to do so except commissioned police officers as prescribed by law. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-110, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-110, filed 10/4/78; Order 2, § 132F-120-110, filed 9/20/72.]

WAC 132F-120-120 Disciplinary actions. Ordinarily, disciplinary proceedings will be conducted informally between the student and the dean of students in matters

alleging misconduct as outlined in this procedure. More formal procedures are provided, including an appeal to the committee on conduct and standards. In all situations involving allegations of misconduct in hearings before the dean of students or on appeal to the committee on conduct and standards, basic standards of fairness will be observed.

(1) In handling allegations of misconduct, a record of all hearings shall be kept. These records shall be set down in writing and shall contain the following:

(a) The determination of fact — a statement of the charges against a student.

(b) Conclusions — the truth or falsity of the charges against a student; whether the allegation is, in fact, a violation of college standards of conduct.

(c) Recommendations of sanctions which should be imposed.

(2) If questions of mental or physical health are raised relating to conduct cases, the dean of students may request the student to appear for examination before a physician-consultant mutually agreed upon by the dean of students and the student. The physician-consultant, after examining the student, shall make a recommendation to the dean of students as to whether the case should be handled as a case for medical or other treatment. Decisions based upon these recommendations by the dean of students may be appealed in accordance with the provisions for appeals.

(3) Campus authority and civil law:

(a) If a student is charged with an off-campus violation of law, the matter shall be of no disciplinary concern to the campus unless the student is incarcerated and unable to comply with academic requirements.

(b) If the violation of law occurs on campus and is also a violation of a published campus regulation, the campus may institute its own proceedings against the offender if the campus interest involved is clearly distinct from that of the outside community.

(c) The campus shall in no case proceed with a sanction that, in fact or appearance, duplicates punishment for the same offense unless the interests of the campus are implicated in some separate way by the violation of law.

(4) A student who has been judged to violate campus standards of conduct will be subject to disciplinary sanctions up to and including dismissal from the campus for the most serious offenses. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-120, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-120, filed 10/4/78; Order 2, § 132F-120-120, filed 9/20/72.]

WAC 132F-120-130 Jurisdiction. (1) The dean of students at each campus is responsible for initiating disciplinary proceedings for infractions of the rules and regulations of the campus or for misconduct as defined in this procedure.

(2) Misconduct in course work by a student enrolled in a program under the jurisdiction of a division shall be reported to the chairman of that division in which the

student is enrolled. The division chairman is responsible for taking or initiating appropriate disciplinary action in matters related to misconduct in course work and referring in writing such cases for review to the dean of students of each campus.

(3) The provisions of these procedures do not apply to the evaluation of the student's course performance including the assignment of grades by instructors. District policy 370, student complaints, provides a process for the review of grades if such review is requested by the student. An instructor need not give credit for work which is the product of cheating, plagiarism or other student misconduct. However, the lowering of a course grade is not appropriate as a disciplinary sanction. If disciplinary action is warranted by course misconduct, it will be initiated by the provisions of these procedures.

(4) An instructor has the authority to exclude a student from any class session in which the student is disorderly or disruptive. The instructor should report the incident of disruptive or disorderly behavior to the division chairman who shall refer the matter in writing to the dean of students of the campus in which the student is enrolled. The dean may initiate disciplinary action as provided in this procedure.

(5) Reports of misconduct as defined in this procedure by a student enrolled at the campus and engaged in activities in other areas of the campus or in student programs shall be reported to the dean of students. The dean may initiate disciplinary action as provided in these procedures.

(6) Library borrowing and use regulations (consisting of fines for late return of library materials and repair and replacement for damaged or lost materials) are under the jurisdiction of each campus instructional resource center. The director of the instructional resource center has authority to decide cases involving alleged violations of rules. Appeals of the decisions of the director of the instructional resource center may be made according to the provisions of the appeal procedure. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-130, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-130, filed 10/4/78; Order 32, 132F-120-130, filed 1/28/77; Order 2, § 132F-120-130, filed 9/20/72.]

WAC 132F-120-150 Appeals/referrals. Any disciplinary action taken by the campus deans of students or their representatives or duly designated committees may be appealed by the student to the committee on conduct and standards with the following conditions:

(1) If a student chooses to make an appeal, the committee on conduct and standards will base its decision on the record of the proceedings in the initial hearing, or if it chooses, may receive additional evidence or rehear the case entirely. The committee may sustain, reduce or vacate the penalty initially imposed.

(2) The committee may elect to designate a hearing officer to hear cases on appeal and make recommendations for disposition to the committee on conduct and standards. In instances where the committee designates

a hearing officer, such hearings shall be held under the procedures outlined herein and a full record shall be kept of such proceedings.

(3) A student wishing to appeal to the committee on conduct and standards shall indicate that intention in writing within five instructional days of the original decision to the chair of the committee on conduct and standards.

(4) Sanctions imposed by the committee on conduct and standards shall be reviewed by the president of the campus in which the student is enrolled. The president may sustain or amend the sanction recommended by the committee on conduct and standards. There shall be no appeal beyond the campus president in which the student is enrolled except as outlined in RCW 28B.19.150. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-150, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-150, filed 10/4/78; Order 2, § 132F-120-150, filed 9/20/72.]

WAC 132F-120-160 Campus committee on conduct and standards. (1) A standing campus committee on conduct and standards, composed of administrative, faculty, and student representatives, will provide a hearing and make decisions on all disciplinary cases referred to it by the deans of students or appealed to it by students who have been disciplined by the deans of students, their representatives or duly designated committees.

(2) The members of the committee and their terms of office shall be:

(a) A full-time administrator appointed by the campus president who shall serve as chair for a period of four consecutive quarters. The president may reappoint the chair if desired.

(b) Four members of the campus staff holding faculty or administrative appointments provided that not more than two members at any one time shall hold administrative appointment. The designated staff members should hold their appointments for at least one year. These committee members shall serve terms of three consecutive quarters or until such time as their successors are appointed.

(c) Four enrolled students in good standing who shall serve for three consecutive quarters. The student members who interrupt their enrollment at the [campus] or fail to attend meetings of the committee shall be considered resigned.

(d) The committee will be impaneled at the beginning of each fall quarter.

(3) Selection of committee members:

(a) Each of the four staff positions on the committee on conduct and standards shall be recommended by the dean of instruction and the campus representative of the recognized faculty negotiating unit and appointed by the president.

(b) Each of the four student positions on the committee on conduct and standards shall be recommended by the ASB president in consultation with the dean of students, and appointed by the president.

(c) Staff or student members may be relieved from service for a particular case or for a particular period of time by advising the chair of their desire not to serve.

(d) No members of the committee on conduct and standards shall participate in a case in which they are a witness or have acted in an advisory capacity. A committee member's eligibility to participate in a case may be challenged for cause by either the dean of students or a designated representative initiating the case, or the student appealing the case by notifying the chair five days prior to the date set for the hearing. The chair shall review the challenges and if sustained, shall temporarily replace the member of the committee for the duration of the case in question.

(e) The chair of the committee may be challenged for cause by either the dean of students, the representative initiating the case or the student appealing by submitting such challenge in writing to the campus president at least five days prior to the date set for the hearing. The president shall review the challenge and if sustained shall appoint a temporary chair for the purposes of the case in question.

(4) Responsibility:

(a) It is the responsibility of the chair of the committee on conduct and standards to insure that all procedural guidelines are followed, that basic standards of fairness are observed, to decide all questions of procedure that arise during or in connection with the hearing, to take whatever steps are necessary to insure that the hearing is conducted in a safe and orderly manner, and to inform the student in writing of the action taken by the committee at the conclusion of the hearing. The chair shall be responsible for implementing and maintaining required panels as outlined above. The chair is also responsible for notifying the appropriate offices and campus officials of committee decisions.

(b) Committee decisions shall ordinarily be made on the basis of consensus after discussion of the evidence. For both hearing and deciding (terms of resolution), a quorum of the committee shall be five committee members with representation from each constituency.

(5) Decision of the committee:

(a) At the conclusion of a hearing, the committee shall formulate a statement outlining the facts of the case based on the evidence presented to it, the conclusions reached by the committee based on these findings, in fact, and its recommendation for action. This statement shall be made in writing and forwarded by the chair to the dean of students, the student involved in the case, and the president.

(b) A review period of five instructional days will occur during which the president may accept appeals in writing from any of the parties involved in the case. At the end of this period, the president will finalize action.

(c) The chair and members of the committee shall continue in their offices beyond the expiration of their terms until such time as those cases initiated and convened during their term shall be concluded. In no instance shall a new case be presented to a chair whose term has expired.

(d) Records of cases referred to the committee on conduct and standards shall be maintained by the chair of the committee until the expiration of term. At that time all records shall be filed in the office of the dean of students and shall be maintained there in accordance with district and/or campus and state procedures. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-160, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-160, filed 10/4/78; Order 2, § 132F-120-160, filed 9/20/72.]

WAC 132F-120-170 Hearing guidelines. (1) The student shall be accorded a fair and impartial hearing by the committee on conduct and standards on any charge of misconduct referred to the committee for initial hearing or appeal. However, the failure or refusal to appear or participate in the hearing procedure shall not preclude the committee from making its findings of fact, conclusions and decisions as provided. A notice of hearing:

(a) The chair of the committee on conduct and standards shall give the student notice of the time and place for the hearing.

(b) The notice shall contain an outline of the charges, a list of witnesses who will appear, a description of any documentary, or any other evidence that will be presented at the hearing.

(c) The notice shall be given to the student in writing and shall be given ten instructional days prior to the date set for hearing.

(d) The notice may be amended at any time prior to the hearing but if such amendment is prejudicial to the student's case, the hearing date shall be rescheduled do another date.

(e) A notice for hearing shall be mailed to the student's address of record with the campus, or it may be presented to the student in person by an appropriate campus official, or by any other reasonable means of communication. In no case shall efforts to avoid receipt of notice be allowed to interrupt the process of consideration.

(2) Students shall be entitled to hear and examine the evidence and be informed of the identity of its sources. They shall be entitled to present evidence on their own behalf and to ask questions of those appearing (as to factual matters), and present evidence and witnesses on their own behalf.

(3) The evidence and witnesses alleging that the student engaged in misconduct shall be presented by the official who initiated the charges. Only those matters presented at the hearing will be considered in the decision of the committee, but the student's past record of conduct may be taken into account in formulating the committee's recommendations for disciplinary action.

(4) The student may choose to be represented or accompanied by legal counsel and/or accompanied by an advisor. Should the student elect representation by legal counsel, the campus official initiating the charges may also be represented by legal counsel.

(5) No one will be required to give self-incriminating evidence.

(6) Hearings conducted by the committee will be held in closed session, except when the student requests that persons other than those directly involved be invited to attend. Such requests shall be made to the chair at least three days in advance of the hearing. When a hearing has been opened to other than those directly involved, the committee shall conduct the hearing in a room which will accommodate a reasonable number of invited observers. The chair may exclude from the hearing room any persons that are disruptive of the proceedings and may limit the number who may attend the hearing in order to afford safety and orderliness to the participants in the proceedings.

(7) All proceedings of the committee will be conducted with reasonable dispatch and terminated as soon as fairness to all parties permits.

(8) An adequate summary of the proceedings will be kept. Such a summary may include a recording of the testimony.

(9) The committee proceeding records shall be considered privileged information.

(10) The student will be provided with a copy of the findings-of-fact, the conclusions and sanctions if any so imposed. The student will also be advised of the right to appeal the committee's decision within five instructional days in a written statement to the president.

(11) If there is no appeal to the president, the sanction shall be in effect at the end of the five instructional day appeal period or at such other time as may be indicated by the committee.

(12) A hearing examiner may be appointed who shall be a member of the staff holding a faculty or administrative appointment or a member of the bar to conduct the hearing in accordance with these procedures and any rules adopted by the committee. The hearing examiner will provide the committee with the findings in fact, conclusions and recommendations. However, such recommendations shall not be binding on the committee which shall make its findings, conclusions and decisions based on record of the hearing. The hearing examiner shall rule on all objectives but any such ruling may be appealed to the committee for final decision. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-170, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-170, filed 10/4/78.]

WAC 132F-120-180 Sanctions. (1) Warning: Formal action censuring the student for violation of the procedures. Warnings are made in writing to the student by the committee on conduct and standards. A warning indicates to the student that continuation of the specific conduct could result in further action by the campus.

(2) Probation: Formal action placing conditions upon the student's continued attendance. The committee on conduct and standards will specify in writing the period of probation and the conditions. Probation will be for a

specific term or for an indefinite period which may extend to graduation or other termination of the student's enrollment at the campus.

(3) Suspension: Formal action by the committee on conduct and standards dismissing a student temporarily from a campus for violation of procedures. Suspension may be for a stated time or for an indefinite period. The student under suspension may return to the campus under the conditions specified by the president or president's designee.

(4) Expulsion: The student may be expelled from the campus only on approval of the campus president and upon the recommendation of the dean of students and the committee on conduct and standards. There will be no refund of fees for the quarter in which the action is taken, but fees paid in advance for subsequent quarters are to be refunded.

(5) Registration denied: Formal action refusing to allow a student to register for subsequent quarters for violation of procedures. Student may be denied registration only on the approval of the campus president and upon recommendation of the dean of students. Registration will not be allowed until the initiating authority is satisfied that the conditions have been met. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-180, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-180, filed 10/4/78.]

WAC 132F-120-190 Review for readmission. (1) Students who have been expelled from a campus or denied enrollment or suspended for a particular time may apply for readmission by filing requests in writing with the dean of students of the campus in which they were enrolled at the time of disciplinary action.

(2) The dean of students shall:

(a) Review the disciplinary case resulting in termination of enrollment and determine if the subsequent actions of the student have been sufficient to warrant consideration for readmission.

(b) Should the dean of students be of the opinion that the student's behavior has been modified sufficiently to be reconsidered for enrollment, a committee shall be convened which shall review the behavior and activity of the student during the interim period and recommend appropriate action to the dean, together with any conditions for readmission.

(c) The dean of students shall submit a report to the campus president for final decision on application for readmission. The report shall include the dean's evaluation and the recommendation of the committee. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-190, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-190, filed 10/4/78.]

WAC 132F-120-200 Emergency authority of the campus president. Ordinarily, disciplinary actions will be imposed only after the appropriate informal or formal

hearing procedures have been invoked. However, the campus president or his authorized representative, by virtue of the authority delegated to him by the board of trustees (WAC 132F-136-050) under conditions which the president or authorized representative deems to be an emergency situation, may suspend the student from participation in any or all campus privileges, pending the application of the campus conduct procedures outlined herein, in order to protect the safety and property of members of the campus community or to assure the campus' ability to function. In any case in which this provision is invoked, the student or students in question are entitled to an early hearing before the deans of students or their representatives, or duly designated committees and to appeal before the committee on conduct and standards as outlined in the provisions of these procedures. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-200, filed 1/12/84. Statutory Authority: RCW 28B.50.140(13). 78-10-109 (Order 37), § 132F-120-200, filed 10/4/78; Order 25, § 132F-120-200, filed 9/16/75; Order 2, § 132F-120-200, filed 9/20/72.]

WAC 132F-120-210 Intercollegiate athletic programs. (1) It is the general policy of the Seattle Community College District that if intercollegiate athletic programs exist on any of its campuses the purposes shall be to:

- (a) Enhance individual student development.
- (b) Build a sense of identity with the college.
- (c) Strengthen the bond between the college and the community.

(d) Foster cooperation and competition as important components of adult life.

(2) In the event that an intercollegiate athletic program exists the campus administration shall adopt regulations to assure that the program affords opportunities for participation to as wide a segment of the campus population as possible.

(3) Intercollegiate athletics will be conducted according to guidelines and policy established by the designated community college athletic association. [Statutory Authority: Chapter 28B.50 RCW. 84-03-028 (Order 42, Resolution No. 1984-1), § 132F-120-210, filed 1/12/84.]

WAC 132F-120-510 Repealed. See Disposition Table at beginning of this chapter.

Chapter 132F-136 WAC POLICY ON THE USE OF THE COLLEGE FACILITIES

WAC
132F-136-030 Limitation of use.

WAC 132F-136-030 Limitation of use. (1) Primary consideration shall be given at all times to activities specifically related to the college's mission, and no arrangements shall be made that may interfere with, or operate

to the detriment of, the college's own teaching, research, or public service programs.

(2) In general, the facilities of the college shall not be rented to, or used by, private or commercial organizations or associations, nor shall the facilities be rented to persons or organizations conducting programs for private gain.

(3) College facilities may not be used for commercial sales, advertising, or promotional activities except when such activities clearly serve educational objectives (as in display of books of interest to the academic community or in the display or demonstration of technical or research equipment) and when they are conducted under the sponsorship or at the request of a college department, administrative office or student organization.

(4) College facilities may not be used for purposes of political campaigning by or for candidates who have filed for public office except for student-sponsored activities.

(5) Activities of commercial or political nature will not be approved if they involve the use of promotional signs or posters on buildings, trees, walls, or bulletin boards, or the distribution of samples outside rooms or facilities to which access has been granted.

(6) College facilities are available to recognized student groups, subject to these general policies and to the rules and regulations of the college governing student affairs.

(7) Handbills, leaflets, and similar materials except those which are commercial, obscene, or unlawful in character may be distributed only in designated areas on the campus where, and at times when, such distribution shall not interfere with the orderly administration of the college affairs or the free flow of traffic. Any distribution of materials as authorized by the designated administrative officer and regulated by established guidelines shall not be construed as support or approval of the content by the college community or the board of trustees.

(8) Use of audio amplifying equipment is permitted only in locations and at times that will not interfere with the normal conduct of college affairs as determined by the appropriate administrative officer.

(9) No person or group may use or enter onto college facilities having in their possession firearms, even if licensed to do so, except commissioned police officers as prescribed by law.

(10) The right of peaceful dissent within the college community shall be preserved. The college retains the right to insure the safety of individuals, the continuity of the educational process, and the protection of property. While peaceful dissent is acceptable, violence or disruptive behavior is an illegitimate means of dissent. Should any person, group or organization attempt to resolve differences by means of violence, the college and its officials need not negotiate while such methods are employed.

(11) Orderly picketing and other forms of peaceful dissent are protected activities on and about the college premises. However, interference with free passage through areas where members of the college community have a right to be, interference with ingress and egress

to college facilities, interruption of classes, injury to persons, or damage to property exceeds permissible limits.

(12) Peaceful picketing and other orderly demonstrations are permitted in public areas and other places set aside for public meetings in college buildings. Where college space is used for an authorized function, such as a class or a public or private meeting under approved sponsorship, administrative functions or service related activities, groups must obey or comply with directions of the designated administrative officer or individual in charge of the meeting.

(13) If a college facility abuts a public area or street, and if student activity, although on public property, unreasonably interferes with ingress and egress to college buildings, the college may choose to impose its own sanctions although remedies might be available through local law enforcement agencies. [Statutory Authority: Chapter 28B.50 RCW. 84-21-031 (Order 44, Resolution No. 1984-22), § 132F-136-030, filed 10/10/84; Order 35, § 132F-136-030, filed 11/21/77; Order 26, § 132F-136-030, filed 9/16/75; Order 3, § 132F-136-030, filed 9/20/72.]

Chapter 132F-148 WAC AFFIRMATIVE ACTION PROGRAM

WAC

132F-148-010	Policy statement.
132F-148-020	Action plan.
132F-148-030	Responsibility for program implementation.
132F-148-040	Recruitment plan.
132F-148-050	Goals and procedure for implementation.
132F-148-060	Personnel policies relative to affirmative action.
132F-148-070	Formal complaint procedure.

WAC 132F-148-010 Policy statement. The policy of Seattle Community College District (SCCD) is to provide equal opportunity to all its employees and applicants for employment, and to assure that there is no discrimination against any persons on the grounds of race, color, religion, handicap, national origin, age, sex, marital status, or the presence of any physical, sensory, or mental handicap, in accordance with state and federal laws. This policy extends to all areas of employment and to all relations with employees including recruitment, selection and placement, compensation, promotion and transfer, disciplinary measures, demotions, layoffs and terminations, testing and training, daily working conditions, awards and benefits, and other terms and conditions of employment.

The importance of fulfilling this policy is given top priority consideration in the day-to-day operations of the SCCD. All employees have been, and will continue to be, made aware that any violations of this policy by an employee shall result in appropriate disciplinary action, including termination, if warranted.

Affirmative action is a priority in the district because it insures equal employment opportunities for all applicants, while also assisting in ways to hire underrepresented groups in the district's labor force.

The successful implementation of this policy will depend upon a cooperative spirit and commitment to achieve the goals set forth. The district will work with the district minority task forces and the greater Seattle communities in seeing that the SCCD affirmative action plan/program, which is updated annually and included in the appendices of this manual, is implemented in a responsible and conscientious manner. [Statutory Authority: Chapter 28B.50 RCW. 85-13-076 (Order 47, Resolution No. 1985-17), § 132F-148-010, filed 6/19/85; Order 5, § 132F-148-010, filed 11/13/72.]

WAC 132F-148-020 Action plan. The SCCD affirmative action plan calls for the following actions which are designed to insure equal employment opportunity.

(1) Internal dissemination of the affirmative action policy and plan.

(a) The SCCD affirmative action plan will be updated annually. Campus presidents will insure that all personnel are aware of the policy and plan. Also, employees must be advised that they may review and/or request a copy of the entire plan.

(b) The equal employment/affirmative action policy will be an integral part of the new employee orientation.

(c) The SCCFT and the campus-wide bargaining unit will be provided with a copy of the annual SCCD affirmative action plan.

(d) The plan will be published in the district newsletter, *Pacer*, which is distributed to all employees and made available to student publications.

(e) It will be available in the library of each campus and in the president's office on each campus, as well as in the chancellor's office and the district personnel office.

(f) A copy of the SCCD affirmative action plan will be distributed to each administrator.

(2) External dissemination of the affirmative action policy and plan.

(a) Each interested agency, public and private, in the Seattle community.

(b) Each designated bargaining agent.

(c) Suppliers, contractors, and vendors with whom the district does business.

(d) Potential vendors with all requests for bids.

(e) The state board for community college education.

(f) The higher education personnel board.

(g) All recruiting sources, together with a letter encouraging them to actively recruit and refer minorities, women, handicapped persons, Vietnam era and disabled veterans. [Statutory Authority: Chapter 28B.50 RCW. 85-13-076 (Order 47, Resolution No. 1985-17), § 132F-148-020, filed 6/19/85; Order 5, § 132F-148-020, filed 11/13/72.]

WAC 132F-148-030 Responsibility for program implementation. Responsibility for the implementation of the affirmative action program rests with the chancellor for the district as a whole and with the president of each campus.

(1) The chancellor's responsibilities are to:

(a) Review the SCCD affirmative action plan with each president as part of the performance evaluation process.

(b) Carry out the responsibilities for implementation of the affirmative action plan for the district office as described below for each president.

(2) The president's responsibilities are to:

(a) Insure that all campus administrators and supervisors are aware of the affirmative action policy and plan and take it into consideration in day-to-day operations.

(b) Insure that hiring and promotion patterns are monitored so that protected group members are given full consideration.

(c) Insure that facilities are comparable for both sexes and are accessible to handicapped persons.

(d) Insure that protected group members are afforded full opportunity and are encouraged to participate in college-sponsored education and training programs.

(e) Designate a specific individual to be responsible for the supervision and monitoring of affirmative action efforts in that organizational unit. These designates are: North campus – dean of students, central campus – affirmative action officer/director of graphics, south campus – executive assistant to the president.

(f) Insure adequate representation of protected group members on selection committees.

(3) The director of personnel/executive assistant to the chancellor responsibilities are to:

(a) Design and implement audit and reporting systems that will: (i) Measure the effectiveness of the program, (ii) indicate need for corrective action, and (iii) determine degree to which goals and objectives have been attained.

(b) Develop policies and procedures related to equal employment opportunity and affirmative action for review, approval, and action by the chancellor's cabinet and board of trustees.

(c) Serve as liaison between the district and compliance agencies, organizations for minority, women, Vietnam veterans, disabled veterans, handicapped persons, and with other such community and municipal action programs.

(d) Keep management informed of current developments in areas related to affirmative action and equal employment opportunity.

(e) Develop and maintain internal and external communication systems.

(f) Assist in the identification of problem areas. [Statutory Authority: Chapter 28B.50 RCW. 85-13-076 (Order 47, Resolution No. 1985-17), § 132F-148-030, filed 6/19/85; Order 5, § 132F-148-030, filed 11/13/72.]

WAC 132F-148-040 Recruitment plan. (1) Recruitment for minority, female, and handicapped applicants for SCCD employment is the primary responsibility of each campus and the district personnel department as indicated below:

(2) The district personnel department can assist campuses in the recruitment process by:

(a) Providing possible recruitment sources, and providing copies of the district mailing list;

(b) Contacting employment sources with which the SCCD affirmative action plan has a referral arrangement;

(c) Participating in campus recruitment efforts;

(d) Advertising in minority newspapers. [Statutory Authority: Chapter 28B.50 RCW. 85-13-076 (Order 47, Resolution No. 1985-17), § 132F-148-040, filed 6/19/85; Order 5, § 132F-148-040, filed 11/13/72.]

WAC 132F-148-050 Goals and procedure for implementation. The goals/availability percentages are converted into realistic projections of the number of underrepresented groups' members the campuses seek to hire given the vacancies, availability, and affirmative action efforts they are willing to undertake. Under this system of numerical goal setting, a campus is never required to hire persons who do not have the qualifications needed to perform in preference to another applicant who is qualified. Goals recognize that persons are to be judged on individual ability and, therefore, are consistent with the principles of equal employment opportunity.

When a vacancy occurs, the district personnel office and/or campus affirmative action officers will review the utilization analysis tables. Specifically, the underutilization FTEs portion of the table will indicate the number of FTEs required to achieve yearly goals. These tables will be revised by the district personnel department on a monthly basis to reflect new hires, terminations and promotions. Selective certification will be utilized for underrepresented groups when classified employee groups are involved. Recruitment and outreach efforts should also be employed to correct underutilization in faculty and administrators.

The district has an affirmative action plan that has realistic goals that are attainable. It is the intent of this plan that the district personnel department and each campus will carefully monitor hiring practices to insure that every effort is made towards responsibly reaching the goals. [Statutory Authority: Chapter 28B.50 RCW. 85-13-076 (Order 47, Resolution No. 1985-17), § 132F-148-050, filed 6/19/85; Order 5, § 132F-148-050, filed 11/13/72.]

WAC 132F-148-060 Personnel policies relative to affirmative action. (1) Age discrimination. Seattle Community College District will provide equal opportunity for all persons without regard to age. The district does not discriminate on the basis of age in any employment practices including hiring, promotion, demotion, transfer, recruitment, layoff and return from layoff, termination, fringe benefits, selection for training, and other terms of employment.

Further, the district does not specify a minimum or maximum age requirement on its advertisements for employees except upon the basis of a bona fide occupational qualification, retirement plan, or statutory requirement.

(2) Employment of Vietnam era veterans and disabled veterans. Seattle Community College District does not discriminate against Vietnam era veterans or disabled veterans in any employment practices including but not limited to hiring, promotion, demotion, transfer, compensation, layoff, fringe benefits, selection for training, and other terms and conditions of employment. Advertisements for positions are sent to all relevant offices and agencies.

(3) Employment of disabled persons. Seattle Community College District does not discriminate against any employee or applicant for employment because of a disability with regard to any position for which the employee or applicant is qualified. Further, the district does not discriminate against disabled persons with regard to promotion, demotion, transfer, layoff or return from layoff, termination, compensation, fringe benefits, training opportunities, and other terms and conditions of employment.

The district will make reasonable accommodations within budgetary limits for those who are disabled to allow them to perform the duties of the jobs for which they are qualified.

Several on-going efforts are aimed at insuring non-discrimination for disabled persons:

(a) Evaluation of physical accommodations to assure that they are accessible.

(b) Review of faculty and administrative job requirements to assure that they are job-related and do not screen out qualified disabled applicants.

(c) Review of administrative job descriptions to assure that they are accurate and are not written to exclude qualified disabled applicants.

(d) Periodic articles in district publications related to legal and other aspects of the employment of disabled persons. [Statutory Authority: Chapter 28B.50 RCW. 85-13-076 (Order 47, Resolution No. 1985-17), § 132F-148-060, filed 6/19/85; Order 5, § 132F-148-060, filed 11/13/72.]

WAC 132F-148-070 Formal complaint procedure. Any individual who feels she/he has been discriminated against on the basis of race, color, religion, handicap, national origin, age or sex either by the district or by an individual employee of the district may file a formal complaint. Such a complaint may be filed through existing grievance procedures (where applicable), directly with the individual responsible for affirmative action in each organizational unit or with the district personnel director. A formal complaint may be filed either following or instead of any informal attempt at resolution. Individuals with complaints are encouraged to follow the procedures outlined herein prior to contacting any outside enforcement agency.

The complainant should be advised of his/her right to file a complaint with the Washington state human rights commission, Seattle human rights department, equal employment opportunity commission, Office of Federal Contract Compliance, or the Office of Civil Rights. However, complainants are encouraged to use the internal grievance procedures to resolve complaints.

Complaints filed with persons responsible for affirmative action shall be processed as follows:

(1) Complaints shall be in writing, shall contain specific information and shall be promptly investigated by the appropriate administrator.

(2) Response shall be made to the complainant in writing, within 15 working days of receipt of the complaint.

(3) Copies of both the complaint and the response shall be forwarded to the relevant appointing authority.

(4) The appointing authority will respond in writing to the complainant within 15 working days.

(5) Written appeal may be made to the appointing authority within 15 working days after the complainant receives the response.

(6) The appeal will be investigated and final response made by the appointing authority within 15 working days.

(7) Written appeal may be made to the chancellor (if the appointing authority is not the chancellor) who shall then investigate and respond to the complainant within 15 working days of receipt of the written request. [Statutory Authority: Chapter 28B.50 RCW. 85-13-076 (Order 47, Resolution No. 1985-17), § 132F-148-070, filed 6/19/85; Order 5, § 132F-148-070, filed 11/13/72.]

Chapter 132F-200 WAC

TENURE

WAC
132F-200-010 Tenure.

WAC 132F-200-010 Tenure. The board of trustees of Seattle Community College District VI reserves to itself the final determination of the granting of tenure to any academic employee of the district; the dismissal of a tenured academic employee; or the dismissal of a probationer during the term of his/her contract, pursuant to the policies of the board of trustees, the agreement with Seattle Community College federation of teachers and the laws of the state of Washington. [Statutory Authority: Chapter 28B.50 RCW. 85-21-016 (Order 48, Resolution No. 1985-20), § 132F-200-010, filed 10/7/85; 83-13-058 (Order 41, Resolution No. 1983-16), § 132F-200-010, filed 6/15/83.]

Chapter 132F-419 WAC

SEXUAL HARASSMENT

WAC
132F-419-010 Sexual harassment policy.
132F-419-020 Procedural guidelines.
132F-419-030 Informal complaint procedures.
132F-419-040 Formal complaint procedures.
132F-419-050 Nondistrict options.
132F-419-060 Appropriate disciplinary action.
132F-419-070 Repeated offenses.

WAC 132F-419-010 Sexual harassment policy. Sexual harassment is an illegal activity and will not be

tolerated in the Seattle Community College district. Students, faculty, and all other employees of the district shall be made aware that management will investigate all sexual harassment complaints. Awareness activities made available to all college groups will include appropriate training, workshops, and written materials providing information about sexual harassment, its prevention, and complaint procedures. Any employee or student who feels that she/he has been sexually harassed is encouraged to deal with the situation as outlined in the appropriate procedures.

In recognition of the fact that sex discrimination in the form of sexual harassment is a violation of section 703, Title VII of the Civil Rights Act of 1964 and chapter 49.60 RCW, which prohibits discrimination on the basis of race, color, religion, national origin, or sex, Seattle Community College District hereby declares that sexual harassment of students and/or staff by any member of the district community will not be tolerated.

For purposes of this policy, sexual harassment will be defined as any behavior or action, either physical or verbal, which is sexual in nature and is uninvited, unwanted, or nonreciprocal, and:

(1) Submission to it is either an implicit or explicit condition of employment or educational opportunity; or

(2) Submission to, or rejection of it is used as a basis for employment or educational decisions; or

(3) It has the purpose or effect of negatively interfering with the individual's work or educational performance or creating an intimidating, hostile, or offensive work or educational environment.

It may include, but is not limited to the following:

(1) Unwelcome and/or repeated sexual advances.

(2) Offensive, disparaging remarks about one's gender or appearance.

(3) Remarks about one's physical appearance which implies sexual interest.

(4) Subtle pressure for sexual activity.

(5) Unnecessary offensive brushes or touches.

(6) Offensive sexual graffiti.

(7) Physical aggression such as pinching, patting, or grabbing.

(8) Sexual innuendos.

(9) Written communications with sexual overtones.

(10) Sexually offensive remarks disguised as humor.

(11) Obscene gestures. [Statutory Authority: Chapter 28B.50 RCW. 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-010, filed 6/19/85.]

WAC 132F-419-020 Procedural guidelines. (1) Students or district employees who feel they have been victims of sexual harassment by a district employee or student are encouraged to file an informal complaint through the designated college official. The college will carry out any investigation in such a way as to protect the rights of both the complainant and the respondent.

(2) Designated college officials:

(a) The affirmative action officer of the campus or unit is responsible for immediately initiating the investigative process for alleged infractions of this policy when

the complainant is an employee of the district or when a student is complaining against an employee.

(b) The dean of students is responsible for immediately initiating the investigative process for alleged infractions of this policy where a student is complaining against another student.

(3) Immediate and appropriate investigative action should be taken regarding alleged acts of sexual harassment involving:

(a) The conduct of a faculty member in a faculty-student relationship.

(b) The conduct of an individual in the paid employment of the district who may grant or withhold benefits to students and employees.

(c) The conduct of any college supervisory employee.

(d) The conduct between fellow employees of the college.

(e) The conduct of college agents.

(f) The conduct of nonemployees when it occurs related to college-sanctioned activities and hampers the educational or college work environment.

(g) The conduct of students in daily classes and activities. [Statutory Authority: Chapter 28B.50 RCW. 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-020, filed 6/19/85.]

WAC 132F-419-030 Informal complaint procedures. When a person believes that she/he has been sexually harassed, the complainant may contact one of the designated college officials for informal assistance. This person will provide the complainant with procedures and suggestions to enable him/her to resolve the problem or to initiate the appropriate complaint process. Complainants will be informed that they may choose an advocate from an available list or of their own choosing to assist with the process.

The designated college official will discuss the complaint with the respondent with the intent that the complaint may be resolved in an informal manner based on consent of the parties concerned. Anonymity of the complainant will be protected where appropriate. In the event the severity of the case merits other intervention or is not resolved to the satisfaction of the complainant, the following procedures will be followed:

(a) The complainant shall file a written complaint with the designated college official stating the times, dates, places, and circumstances surrounding the allegations.

(b) The designated college official will notify the appropriate supervisor who will speak informally with the respondent and provide a copy of the written complaint in an effort to resolve the complaint. [Statutory Authority: Chapter 28B.50 RCW. 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-030, filed 6/19/85.]

WAC 132F-419-040 Formal complaint procedures. If no satisfactory resolution can be achieved at the informal level, the complainant may file a formal written complaint according to the Seattle Community College District affirmative action plan formal complaint procedures. [Statutory Authority: Chapter 28B.50 RCW. 85-

13-075 (Order 46, Resolution No. 1985-16), § 132F-419-040, filed 6/19/85.]

WAC 132F-419-050 Nondistrict options. At any point during these proceedings, the complainant may choose to file sexual harassment complaints concurrently with the Washington state human rights commission, Seattle human rights department, equal employment opportunity commission, Office of Federal Contract Compliance, or the Office of Civil Rights. However, complainants are encouraged to use the internal complaint procedures to resolve complaints. [Statutory Authority: Chapter 28B.50 RCW. 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-050, filed 6/19/85.]

WAC 132F-419-060 Appropriate disciplinary action. Findings of discrimination in the form of sexual harassment will result in immediate and appropriate disciplinary action, which may include but is not limited to the following:

- (1) Findings placed in employee's file
- (2) Reprimand
- (3) Suspension
- (4) Dismissal

In cases of suspension or employment termination, existing procedures for administrative, academic or classified staff shall be followed. [Statutory Authority: Chapter 28B.50 RCW. 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-060, filed 6/19/85.]

WAC 132F-419-070 Repeated offenses. When a complaint is made against someone who has been found in the past to have been in violation of the sexual harassment policy, the person receiving the complaint may determine whether the complaint should be filed initially as a formal complaint or grievance. The disciplinary measure chosen for repeating offenders should take into account the repeated lack of compliance by the offender and should be more severe/extreme. [Statutory Authority: Chapter 28B.50 RCW. 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-070, filed 6/19/85.]

Title 132H WAC

COMMUNITY COLLEGES--BELLEVUE COMMUNITY COLLEGE

Chapters

- 132H-116** Parking and traffic rules.
132H-120 The student code of Community College District VIII.
132H-160 Admissions, residency classification and registration regulations--Schedule of fees and financial aid for Community College District VIII.
132H-200 General operating policies of Community College District VIII.

Chapter 132H-116 WAC PARKING AND TRAFFIC RULES

WAC

132H-116-800 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

132H-116-800 Parking fees. [Order 51, § 132H-116-800, filed 4/8/77; Order 43, § 132H-116-800, filed 8/10/76.] Repealed by 84-07-040 (Order 87, Resolution No. 163), filed 3/20/84. Statutory Authority: RCW 28B.50.140.

WAC 132H-116-800 Repealed. See Disposition Table at beginning of this chapter.

Chapter 132H-120 WAC

THE STUDENT CODE OF COMMUNITY COLLEGE DISTRICT VIII

WAC

132H-120-200 Student responsibilities.
 132H-120-205 Application for utilization of alcoholic beverages.
 132H-120-220 Responsibility/college discipline committee.
 132H-120-230 Initial proceedings.
 132H-120-330 Appeals.
 132H-120-340 Disciplinary terms.
 132H-120-360 Reporting, recording and maintenance of records.
 132H-120-490 Procedural guidelines for liquor policy implementation.

WAC 132H-120-200 Student responsibilities. Any student shall be subject to disciplinary action who either as a principal actor or aide or abettor:

(1) Materially and substantially interferes with the personal rights or privileges of others or the educational process of the college[;] [:]

(2) Violates any provisions of this chapter; or

(3) Commits any of the following acts which are hereby prohibited:

(a) Possessing or consuming any form of liquor or alcoholic beverage except as a participant of legal age in a student program, banquet or educational program which has the special written authorization of the college president or his designee. (See WAC 132H-200-490)

(b) Using, possessing, selling or being under the influence of any narcotic drug or controlled substance as defined in RCW 69.50.101 now law or hereafter amended, or any dangerous drug as defined in RCW 69.50.308 as now law or hereafter amended, except when the use or possession of a drug is specifically prescribed as medication by an authorized medical doctor or dentist. For the purpose of this regulation, "sale" shall include the statutory meaning defined in RCW 69.04.005 as now law or hereafter amended.

(c) Entering any locked or otherwise closed college facility in any manner, at any time, without permission of the college employee or agent in charge thereof.

(d) Forgery, as defined in RCW 9.44.010 of any district record of instrument or tendering any forged record of instrument to any employee or agent of the district acting in his official capacity as such.