

**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.

(e) Identify underutilization and target recruitment by personal contacts with individuals and agencies.

(f) Analyze recruitment effort and applicant flow to determine weak areas in the recruitment program.

[Statutory Authority: Chapter 28B.50 RCW. 87-08-026 (Order 49, Resolution No. 1987-6), § 132F-148-040, filed 3/26/87; 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.]

## Title 132H WAC

### COMMUNITY COLLEGES--BELLEVUE COMMUNITY COLLEGE

#### Chapters

- 132H-105** Bylaws and standing orders of Community College District VIII.  
**132H-148** Affirmative action program.  
**132H-200** General operating policies of Community College District VIII.

#### Chapter 132H-105 WAC

##### BYLAWS AND STANDING ORDERS OF COMMUNITY COLLEGE DISTRICT VIII

#### WAC

132H-105-140 Delegation of authority for higher education personnel law—Classified personnel.

**WAC 132H-105-140 Delegation of authority for higher education personnel law—Classified personnel.** Be it resolved that the president or his designee, the dean of student programs and personnel services, is hereby delegated the power and duty of the board of trustees to act in its behalf as the appointing authority of the college for the purpose of the Higher Education Personnel Law. This delegation shall include but not be limited to the authority to employ, dismiss, suspend, demote, lay off, reassign or accept the resignations of members of the classified staff. In addition, the president or his designee, the dean of student programs and personnel services, is hereby delegated such authority as is necessary to effectuate the administration of the classified personnel; provided that all contracts between recognized bargaining agents of classified personnel and Bellevue Community

College shall be valid only after those contracts have received the approval of the board of trustees. The president of the college or his designee, the dean of student programs and personnel services, may be delegated the authority to negotiate on behalf of the board of trustees, but in no event shall the president or his designee, the dean of student programs and personnel services, be authorized to bind contractually the college in any agreement with a recognized bargaining agent of the classified staff.

[Statutory Authority: RCW 28B.50.140. 88-13-047 (Order 95, Resolution No. 178), § 132H-105-140, filed 6/10/88; 78-10-017 (Order 61, Resolution No. 116), § 132H-105-140, filed 9/13/78.]

## Chapter 132H-148 WAC

### AFFIRMATIVE ACTION PROGRAM

#### WAC

- 132H-148-020 Repealed.  
 132H-148-030 Repealed.  
 132H-148-040 Repealed.  
 132H-148-050 Repealed.  
 132H-148-060 Repealed.  
 132H-148-070 Repealed.  
 132H-148-080 Repealed.  
 132H-148-090 Repealed.  
 132H-148-100 Repealed.  
 132H-148-110 Equal employment opportunity/affirmative action policy.

#### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 132H-148-020 Equal opportunity employer. [Order 3, § 132H-148-020, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.  
 132H-148-030 Responsibility for administration and implementation. [Order 3, § 132H-148-030, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.  
 132H-148-040 Affirmative action committee. [Order 36, § 132H-148-040, filed 10/10/75. Prior: Order 3, § 132H-148-040, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.  
 132H-148-050 Personnel recruitment. [Order 3, § 132H-148-050, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.  
 132H-148-060 Utilization analysis. [Order 3, § 132H-148-060, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.  
 132H-148-070 Complaint of discrimination grievance procedure. [Order 3, § 132H-148-070, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.  
 132H-148-080 Dissemination. [Order 3, § 132H-148-080, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.  
 132H-148-090 Purchasing subcontractors. [Order 3, § 132H-148-090, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.  
 132H-148-100 Public works projects. [Order 3, § 132H-148-100, filed 9/19/72.] Repealed by 88-23-051 (Order 97, Resolution No. 182), filed 11/14/88. Statutory Authority: RCW 28B.50.140.

**WAC 132H-148-020 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-030 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-040 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-050 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-060 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-070 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-080 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-090 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-100 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132H-148-110 Equal employment opportunity/affirmative action policy.** Bellevue Community College is an equal opportunity employer committed to providing equal opportunity and nondiscrimination to applicants and employees without regard to race or ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, the presence of any sensory, mental or physical disability or whether a disabled or Vietnam era veteran. The college is equally committed to take affirmative action to increase the numbers of Asians, Blacks, Hispanics, Native Americans, women, and persons between the ages of 40 and 70, persons of disability and disabled and Vietnam era veterans in positions where it is determined they are underutilized. The college will make every effort to eliminate barriers to equal employment opportunity encountered by these protected group members and improve employment opportunities available to underutilized groups. The following are specific goals within the policy:

(1) The college will recruit, hire, train and promote individuals in all job classifications solely upon their qualifications and ability or potential ability to do the job, and shall consider race, religion, color, national origin, sex, age, physical, mental or sensory disability or whether a disabled veteran or a veteran of the Vietnam era only when such is a bona fide occupational qualification.

(2) All other personnel actions such as compensation, benefits, layoffs, return from layoffs, terminations, college-sponsored training, education, tuition assistance, social and recreational programs will be administered without regard to race, religion, color, national origin, sex, age, physical or sensory disability, sexual preference

or whether a disabled veteran or a veteran of the Vietnam era.

(3) Numerical goals will be set in areas where protected classes are determined to be underutilized. The college will make every good faith effort to meet these goals within the timetables set for them.

(4) The president is charged with the overall responsibility for assuring that the equal employment opportunity/affirmative action policy is administered effectively and is granted the authority to exercise the responsibility. It is incumbent upon each member of the Bellevue Community College faculty, administration, and staff to make a good faith effort in the execution of this policy.

[Statutory Authority: RCW 28B.50.140. 88-23-051 (Order 97, Resolution No. 182), § 132H-148-110, filed 11/14/88.]

### Chapter 132H-200 WAC

#### GENERAL OPERATING POLICIES OF COMMUNITY COLLEGE DISTRICT VIII

##### WAC

132H-200-200 Commercial activity policy.

132H-200-250 Policy on life threatening, chronic or debilitating illness.

##### WAC 132H-200-200 Commercial activity policy.

The mission of Community College District VIII, Bellevue Community College, is to provide comprehensive educational programs of the highest quality as provided for in the Community College Act of 1967. These programs will be responsive to the changing needs of the communities and the students served by our district and will be accessible to all those seeking to continue their education.

To promote the mission of Bellevue Community College it is often necessary to engage in commercial activities that provide goods and services that meet special needs of students, faculty, staff and members of the public participating in college activities and events.

Chapter 97 of the Washington Laws of 1987 establishes standards for institutions of higher education to follow in conducting commercial activities. The purpose of these laws is to require institutions of higher education to define the legitimate purposes under which commercial activities may be approved by a college or university and to establish mechanisms for review of such activities. The purposes of the policy statement and standards that follow are to assure that Bellevue Community College pursues commercial activities in compliance with chapter 97, Laws of 1987 and that all commercial activities of the college serve the mission of the college.

(1) **POLICY STATEMENT.** Bellevue Community College may engage in the providing of goods, services, or facilities for a fee only when such are directly and substantially related to the educational mission of the college. Fees charged for goods, services and facilities shall reflect their full direct and indirect costs, including overhead. They shall also take into account the price of such items in the private marketplace.

(2) APPROVAL AND REVIEW OF COMMERCIAL ACTIVITIES. The dean of administrative services shall be responsible for the approval of new commercial activities and the periodic review of existing ones. It shall be the responsibility of this officer to assure that each commercial activity meets the criteria established for commercial activities of the college. Proposals for new or altered services shall be approved by the dean of administrative services prior to implementation.

(3) CRITERIA FOR COMMERCIAL ACTIVITIES SERVING MEMBERS OF THE CAMPUS COMMUNITY. Each of the following criteria shall be used in assessing the validity of providing goods or services to members of the campus community:

(a) The goods or services are substantially and directly related to the mission of the college.

(b) Provision of the goods, services or facilities on campus represents a special convenience to the campus community or facilitates extracurricular activities.

(c) Fees charged for the goods, services, or facilities shall take into account the full direct and indirect costs, including overhead. They shall also reflect the costs of such items in the private marketplace.

(d) Procedures adequate to the circumstances shall be observed to ensure that the goods and services are provided only to persons who are students, faculty, staff, or invited guests.

(4) CRITERIA FOR PROVIDING COMMERCIAL ACTIVITIES TO THE EXTERNAL COMMUNITY.

(a) The goods or services provided relate substantially to the mission of the college and are not commonly available or otherwise easily accessible in the private marketplace and for which there is a demand from external community.

(b) Fees charged for the goods, services, or facilities shall take into account the full direct and indirect costs, including overhead. They shall also reflect the price of such items in the private marketplace.

(5) DEFINITIONS AND LIMITATIONS. "Commercial activity" means an activity which provides a product or service for a fee which could be obtained from a commercial source.

This definition shall be used to determine which activities shall be governed by this policy *except* as follows:

(a) This policy shall not apply to the initiation of or changes in academic or vocational programs of instruction in the college's regular, extension, evening, or continuing education programs;

(b) Or the fees therefor;

(c) Fees for services provided in the practicum aspects of instruction;

(d) Or in extracurricular programs, including food services, athletic and recreational programs, and performing arts programs.

[Statutory Authority: RCW 28B.50.140. 88-07-036 (Order 95, Resolution No. 177), § 132H-200-200, filed 3/11/88.]

**WAC 132H-200-250 Policy on life threatening, chronic or debilitating illness.** Bellevue Community College recognizes that students, staff, faculty, administrators and their dependents with life-threatening, chronic,

or debilitating illnesses, including, but not limited to cancer, heart disease and acquired immune deficiency syndrome (AIDS), may wish to continue to engage in as many of their activities as their condition allows, including work and academic pursuits without being discriminated against.

As long as these students and employees are able to meet acceptable performance standards, and medical evidence indicates that attendance at Bellevue Community College is not a threat to themselves or others, the college will treat them the same as any other students and employees.

At the same time, Bellevue Community College seeks to provide a safe environment for students and employees. Therefore, precautions will be taken, as needed, to ensure that a student's or employee's condition does not present a health and/or safety threat to any other individuals on the campus.

To date, medical research indicates that students or employees with AIDS, aids related complex (ARC), or a positive human immunodeficiency virus (otherwise known as HIV, the virus that causes AIDS) antibody test *do not* pose a health risk to other students or employees in an academic setting. The HIV infection is thought to be transmitted by intimate sexual contact, intravenous drug activity or blood transfusions. There has been *no* confirmed case of transmission of the HIV infection by any casual, ordinary household, office, or school contact. The United States Public Health Service states that, among other things, there is no risk created by living in the same house as an infected person, eating food handled by an infected person, being coughed or sneezed upon by an infected person, casual kissing, swimming in a pool with an infected person or, with proper precautions, caring for an AIDS patient.

(1) **Guidelines.** Bellevue Community College subscribes to the following guidelines provided from the American Health Association's "General Statement on Institutional Response to AIDS":

(a) The general rule is that legal and ethical considerations militate against the adoption of any policies or courses of action which would deny ordinary privileges and rights, including that of privacy, to members of the college community who are known or suspected to have AIDS, ARC, or a positive HIV antibody test or any other chronic or debilitating illness.

(b) College students who have AIDS, ARC, or a positive HIV antibody test, whether they are symptomatic or not, should be allowed regular classroom attendance in an unrestricted manner as long as they are physically able to attend classes.

(c) There is no medical justification for restricting the access of students with AIDS, ARC, or a positive HIV antibody test to student unions, theaters, restaurants, cafeterias, snack bars, gymnasiums, swimming pools, recreational facilities, or other common areas.

(d) Consideration of the existence of AIDS, ARC, or a positive HIV antibody test will not be a part of the admission decision for those applying to attend the college.

(e) The rights, privileges, and confidentiality of individuals with confirmed exposure to the AIDS virus shall be based on applicable state and federal regulations and laws and college policy which guarantees freedom from discrimination and harassment.

(2) **Resources.** Consistent with our concern for students and employees with life-threatening, chronic, or debilitating illnesses, Bellevue Community College will provide the following resources to students and staff:

(a) Education and information on terminal illness and specific life-threatening illnesses. The health services department shall provide education and information on terminal and/or life-threatening illnesses through lectures, workshops and brochures.

(b) Referral to agencies and organizations which offer supportive services for life-threatening illness.

[Statutory Authority: RCW 28B.50.140. 88-13-048 (Order 96, Resolution No. 180), § 132H-200-250, filed 6/10/88.]

**Title 132I WAC**

**COMMUNITY COLLEGES--HIGHLINE  
COMMUNITY COLLEGE**

**Chapters**

- 132I-14 Student rights and responsibilities code.**
- 132I-120 Student rights and responsibilities.**

**Chapter 132I-14 WAC**

**STUDENT RIGHTS AND RESPONSIBILITIES  
CODE**

**WAC**

132I-14-010 through 132I-14-210 Repealed.

**DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS  
CHAPTER**

- 132I-14-010 Statement of purpose. [Order, § 132I-14-010, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-020 General policies. [Order, § 132I-14-020, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-030 Definitions. [Order, § 132I-14-030, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-040 Right of academic freedom. [Order, § 132I-14-040, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-050 Right of access to college facilities. [Order, § 132I-14-050, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-060 Right of assembly. [Order, § 132I-14-060, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-070 Right to invite outside speakers. [Order, § 132I-14-070, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-080 Right of publication. [Order, § 132I-14-080, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.

- 132I-14-090 Right of sale and distribution of material and right to conduct fund raising activities. [Order, § 132I-14-090, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-100 Right to be interviewed. [Order, § 132I-14-100, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-110 Right of privacy of records. [Order, § 132I-14-110, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-120 Authority and responsibility for discipline. [Order, § 132I-14-120, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-130 Violations. [Order, § 132I-14-130, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-140 Definition of disciplinary action. [Order, § 132I-14-140, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-150 Authority to request identification. [Order, § 132I-14-150, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-160 Disciplinary procedure. [Order, § 132I-14-160, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-170 Discipline committee. [Order, § 132I-14-170, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-180 Procedure of the disciplinary committee. [Order, § 132I-14-180, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-190 Readmission after dismissal. [Order, § 132I-14-190, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-200 Method of review and revision, membership of the review committee. [Order, § 132I-14-200, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.
- 132I-14-210 Function of the review committee. [Order, § 132I-14-210, filed 4/22/71.] Repealed by 88-07-119 (Order 021), filed 3/23/88. Statutory Authority: RCW 28B.50.140.

**WAC 132I-14-010 through 132I-14-210 Repealed.**  
See Disposition Table at beginning of this chapter.

**Chapter 132I-120 WAC**

**STUDENT RIGHTS AND RESPONSIBILITIES  
(Formerly chapter 132I-14 WAC)**

**WAC**

- 132I-120-010 Purpose.
- 132I-120-020 General policies.
- 132I-120-030 Definitions.
- 132I-120-100 Student responsibilities.
- 132I-120-300 Right of academic freedom.
- 132I-120-305 Right of equal protection.
- 132I-120-310 Right of access to college facilities.
- 132I-120-315 Right of assembly.
- 132I-120-320 Right to invite outside speakers.
- 132I-120-325 Right of publication.
- 132I-120-330 Right of ownership of works.
- 132I-120-335 Right of sale and distribution of material and right to conduct fund raising activities.
- 132I-120-340 Right to be interviewed.
- 132I-120-345 Right to privacy of records.