control hearings board in accordance with chapter 43.21B RCW.

[Statutory Authority: Chapters 43.21B, 43.27A, 90.22 and 90.54 RCW. 88-13-037 (Order 88-11), § 173-592-115, filed 6/9/88.]

Chapter 173-596 WAC

PROCEDURES AND POLICIES GOVERNING APPROPRIATIONS OF SIGNIFICANT AMOUNTS OF WATER FOR AGRICULTURAL IRRIGATION USE

WAC 173-596-010 through 173-596-065 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

173-596-010 Background. [Order DE 76-19, § 173-596-010, filed 6/8/76.] Repealed by 88-13-037 (Order 88-11), filed 6/9/88. Statutory Authority: Chapters 43.27A, 90.22 and 90.54 RCW.


173-596-025 Conditions to be included in permits involving substantial withdrawals of public waters. [Order DE 76-19, § 173-596-025, filed 6/8/76.] Repealed by 88-13-037 (Order 88-11), filed 6/9/88. Statutory Authority: Chapters 43.27A, 90.22 and 90.54 RCW.

173-596-030 Regional water supply and multipurpose project considerations. [Order DE 76-19, § 173-596-030, filed 6/8/76.] Repealed by 88-13-037 (Order 88-11), filed 6/9/88. Statutory Authority: Chapters 43.27A, 90.22 and 90.54 RCW.


WAC 173-596-010 through 173-596-065 Repealed. See Disposition Table at beginning of this chapter.

[1988 WAC Supp—page 598]
Chapter 174-107 WAC

GOVERNANCE AND DECISION MAKING

174-107-100 through 174-107-550 Repealed.

Chapter 174-107 WAC

GOVERNANCE AND DECISION MAKING

174-107-100 through 174-107-550 Repealed.

Chapter 174-104 WAC

REGULAR AND SPECIAL MEETINGS OF THE BOARD OF TRUSTEES

WAC 174-104-010 through 174-104-020 Repealed.

Chapter 174-104 WAC

REGULAR AND SPECIAL MEETINGS OF THE BOARD OF TRUSTEES

WAC 174-104-010 through 174-104-020 Repealed.

Chapter 174-107 WAC

GOVERNANCE AND DECISION MAKING

174-107-100 through 174-107-550 Repealed.

Chapter 174-107 WAC

GOVERNANCE AND DECISION MAKING

174-107-100 through 174-107-550 Repealed.

Chapter 174-107 WAC

GOVERNANCE AND DECISION MAKING

174-107-100 through 174-107-550 Repealed.

Chapter 174-107 WAC

GOVERNANCE AND DECISION MAKING

174-107-100 through 174-107-550 Repealed.
Chapter 174-107 Title 174 WAC: The Evergreen State College

174-107-380 Mediator of legal issues. [Statutory Authority: RCW 28B.40.120(11).]

174-107-400 Hearing board procedures. [Statutory Authority: RCW 28B.40.120(11).]

174-107-440 Guidelines—The hearing. [Statutory Authority: RCW 28B.40.120(11).]

174-107-450 Admissible documents. [Statutory Authority: RCW 28B.40.120(11).]

174-107-460 Components of hearings. [Statutory Authority: RCW 28B.40.120(11).]

174-107-500 Presentation of evidence. [Statutory Authority: RCW 28B.40.120(11).]

174-107-510 Timelines for hearing. [Statutory Authority: RCW 28B.40.120(11).]

174-107-520 Hearing board deliberations and decisions. [Statutory Authority: RCW 28B.40.120(11).]

174-107-530 Appeals from hearing decisions. [Statutory Authority: RCW 28B.40.120(11).]

WAC 174-107-100 through 174-107-550 Repealed. See Disposition Table at beginning of this chapter.

Chapter 174-108 WAC

GOVERNANCE AND DECISION MAKING AT THE EVERGREEN STATE COLLEGE—PUBLIC RECORDS

WAC

174-108-010 Repealed.


174-108-041 Repealed.

174-108-051 Repealed.

174-108-06001 Repealed.

174-108-06005 Repealed.

174-108-06007 Repealed.

174-108-06009 Repealed.

174-108-06011 Repealed.

174-108-07001 Repealed.

174-108-08001 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

174-108-010 Introduction—Guidelines to governance and decision making. [Order 77-2, § 174-108-010, filed 11/14/77; Order 74-3, § 174-108-010, filed 6/18/74; Order 1, § 174-108-010, filed 2/22/72; Order 87-4, Motion No. 87-38, filed 12/14/87; Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.]

174-108-020 The legal nature and status of The Evergreen State College. [Order 77-2, § 174-108-020, filed 11/14/77; Order 74-3, § 174-108-020, filed 6/18/74; Order 1, § 174-108-020, filed 2/22/72; Order 87-4, Motion No. 87-38, filed 12/14/87; Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.]

174-108-030 Information, communications and recordkeeping. [Order 77-2, § 174-108-030, filed 11/14/77; Order 74-3, § 174-108-030, filed 6/18/74; Order 1, § 174-108-030, filed 2/22/72; Order 87-4, Motion No. 87-38, filed 12/14/87; Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.]

174-108-041 Evergreen council and DTFs. [Order 77-2, § 174-108-041, filed 11/14/77; Order 87-4, Motion No. 87-38, filed 12/14/87; Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.]

174-108-051 Administrative evaluation. [Order 77-2, § 174-108-051, filed 11/14/77; Order 88-01-047 (Order


WAC 174-108-010 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-020 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-030 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-041 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-051 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-06001 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-06003 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-06005 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-06007 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-06009 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-06011 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-07001 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-108-08001 Repealed. See Disposition Table at beginning of this chapter.

Chapter 174-109 WAC

AFFIRMATIVE ACTION POLICY


DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

174-109-010 preamble. [Statutory Authority: RCW 28B.40.120(11). 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-010, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

174-109-020 Legal basis of affirmative action program. [Statutory Authority: RCW 28B.40.120(11). 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-020, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.


174-109-040 Purpose. [Statutory Authority: RCW 28B.40.120(11). 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-040, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.


Chapter 174-109  Title 174 WAC: The Evergreen State College

174-109-080 Goals and timetables. [Statutory Authority: RCW 174.40.120(11), 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-080, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

174-109-090 Corrective employment. [Statutory Authority: RCW 174.40.120(11), 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-090, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

174-109-100 Other policies. [Statutory Authority: RCW 174.40.120(11), 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-100, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

174-109-200 Education and training of campus community. [Statutory Authority: RCW 28B.40.120(11), 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-200, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

174-109-300 Academic program and activities policies. [Statutory Authority: RCW 28B.40.120(11), 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-300, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

174-109-400 Monitoring, evaluation, and improvement. [Statutory Authority: RCW 28B.40.120(11), 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-400, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

174-109-500 Grievance procedures. [Statutory Authority: RCW 28B.40.120(11), 84-17-108 (Order 84-3, Resolution No. 84-20), § 174-109-500, filed 8/21/84.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

WAC 174-112-010 through 174-109-500 Repealed. See Disposition Table at beginning of this chapter.

Chapter 174-112 WAC PERSONNEL RULES

WAC

174-112-010 Repealed.

174-112-020 Repealed.

174-112-030 Repealed.

174-112-070 Repealed.

174-112-080 Repealed.

174-112-090 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

174-112-010 Policy. [Order 73-1, § 174-112-010, filed 6/20/73; Order 72-4, § 174-112-010, filed 10/27/72.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.


174-112-090 Release of personnel information—Information on race, creed, and politics. [Order 72-5, § 174-112-090, filed 10/27/72.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87. Statutory Authority: RCW 28B.40.120(12) as amended by 1985 c 370 § 95.

WAC 174-112-010 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-112-020 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-112-030 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-112-070 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-112-080 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-112-090 Repealed. See Disposition Table at beginning of this chapter.

Chapter 174-116 WAC PARKING REGULATIONS

WAC

174-116-010 Purpose.

174-116-020 Authority.

174-116-030 Enforcement.

174-116-040 Parking permits—General information.

174-116-041 Parking permits—Visitors and guests.

174-116-042 Parking permits—Special permits.

174-116-043 Parking permits—Issuance and display.

174-116-044 Parking permits—Validity periods.

174-116-045 Repealed.


174-116-070 Parking—Prohibited places and fines.

174-116-071 Impounding of vehicles.

174-116-091 Special parking regulations and restrictions authorized.


174-116-093 Fines. 95.

174-116-094 Election to pay or contest a notice of infraction.

174-116-095 Establishment of infraction review committee.

174-116-096 Appeal/hearing procedure.


174-116-100 Authority.

[1988 WAC Supp—page 602]
PARKING REGULATIONS

174-116-010 Purpose. (1) To expedite college business, protect state property, provide maximum safety and convenience for all.
(2) To assure access at all times for emergency vehicles and personnel.
(3) To provide funds to obtain and maintain suitable campus parking facilities.
(4) To protect and control vehicular traffic.

174-116-020 Authority. (1) The Evergreen State College through its board of trustees is authorized to establish traffic and parking regulations as stated in RCW 28B.10.560. The board of trustees reserves the right to add, delete or modify portions of these regulations including the attached fee and fine and penalty schedules in accordance with its regulations and applicable laws. Administration and enforcement of these parking regulations will be delegated to the security and parking offices.

(2) The Evergreen State College parking office is authorized to issue annual, quarterly, daily, car-pool, cable laws. Administration and enforcement of these regulations including the appended fee and fine and penalty schedules in accordance with its regulations and applicable laws. All outstanding campus parking violations must be satisfactorily settled before a special permit will be issued or renewed.

(3) The authority and powers conferred upon the security chief and director of facilities by these regulations shall be subject to delegation by him/her to subordinates.

174-116-030 Enforcement. Whenever an unattended vehicle is observed in violation of the regulations herein set forth, the parking or security personnel shall take the registration number and other identifiable information and shall affix to such vehicle a parking infraction in a conspicuously visible location.

174-116-040 Parking permits—General information. (1) Parking permits are issued by the parking office following application and the payment of the appropriate fees. All privately-owned motor vehicles parked or left standing unattended on college property are required to display a currently valid Evergreen parking permit during the hours of 7:00 a.m. to 5:00 p.m., Monday through Friday.
(2) Fees for parking permits are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Automobile</th>
<th>Motorcycle</th>
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<tbody>
<tr>
<td>Quarterly</td>
<td>22.00</td>
<td>11.00</td>
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<tr>
<td>Quarterly-mod resident</td>
<td>22.00</td>
<td>11.00</td>
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<tr>
<td>Annual</td>
<td>54.00</td>
<td>27.00</td>
</tr>
<tr>
<td>Annual-mod resident</td>
<td>54.00</td>
<td>27.00</td>
</tr>
<tr>
<td>Daily</td>
<td>.75</td>
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WAC 174-116-041 Parking permits—Visitors and guests. All visitors, including guests, salespersons, maintenance or service personnel and all other members of the public will park in available space as established by The Evergreen State College parking regulations and will pay the established parking fee except as noted below:
(1) Federal, state, county, city, school district, and similar governmental personnel, on official business in vehicles with tax exempt licenses, will be admitted without charge.
(2) Vehicles owned by contractors and their employees working on campus construction may be parked within available construction sites or designated areas without charge but must have a permit to do so.
(3) Members of the press, television, radio and wire services, on official business, may park without charge, and must obtain a permit at the parking booth.
(4) Taxis and commercial delivery vehicles may enter the campus without payment of the parking fee only for pick up and delivery of passengers, supplies and equipment.

[1988 WAC Supp—page 603]
WAC 174-116-042 Parking permits—Special permits. (1) Physically challenged users must display a valid TESC parking permit and a state of Washington "disabled person parking permit." Temporary permits must be approved by The Evergreen State College affirmative action office.

(2) Salespersons, maintenance and service personnel, persons serving the college without pay, and other visitors who must frequently visit the campus on college business, may be issued a parking permit from the parking office, upon request from the division benefiting from the services provided, subject to approval by the parking office. Parking on campus will not be provided to persons intending to make personal solicitations from or personal sales to college employees or students.

(3) Overnight or extended period permits may be purchased from the parking office for disabled vehicles, field trips or other valid reasons that may necessitate the operator's leaving the vehicle on campus.

WAC 174-116-043 Parking permits—Issuance and display. (1) All parking permits must be positioned so that they are clearly visible and readable from the outside of the vehicle.

(2) Car pool permits may be purchased by faculty, staff and students. One transferable permit will be issued by the parking office for each car pool. This permit is transferable only among the registered members of the car pool. The permit must be displayed on the dashboard or in the left corner in front of the driver.

(3) Annual and quarterly parking permits must be affixed to the vehicle's rear window with the following exceptions:
   a. On convertibles and trucks they may be affixed in the lower left corner of the front windshield.
   b. On station wagons and cars with heated rear windows, permits may be affixed in the left rear side window.
   c. Motorcycle permits must be affixed to the left front fork.
   d. Daily parking permits shall be placed on the dashboard with date stamp facing up, so as to be clearly visible from the exterior of the vehicle.
   e. A parking permit application is required to be on file for each vehicle displaying a permit. Ownership of permits is not transferable except when approved by the parking office. If the vehicle is sold, and for any reason a replacement permit is requested, the old permit must be removed and presented to the parking office to be eligible for a replacement or a refund.

(6) Faculty, staff and students who do not live in campus housing may be issued a duplicate car permit for another vehicle either personally owned, family owned, or owned by their employer. Proof of ownership or authorization from the owner for all vehicles must be presented. However, two vehicles bearing the same numbered permit may not be parked on campus at the same time unless one also displays a valid daily permit.

(7) Vehicles displaying a valid permit may be parked in any campus lot with the exception of the modular housing lot. Only mod resident permits are valid for that lot. Mod residents, upon proof of residency, may purchase these decals, honored in all lots on campus.

(8) Any permit holder may obtain a temporary permit at the parking booth without charge for another vehicle when the vehicle for which a permit was purchased is unavailable due to repair or for another valid reason.

WAC 174-116-044 Parking permits—Validity periods. (1) Annual parking permits shall be valid from the date of issue until the first day of the following fall quarter.

(2) Quarterly parking permits shall be valid from the date issued each academic quarter until the first day of the following academic quarter.

(3) Daily permits shall be valid from the time purchased until 5:00 p.m. on the date of purchase.

WAC 174-116-045 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-116-050 Responsibility and presumption in reference to illegal parking. The registered owner or permit holder shall be responsible for all parking violations involving the vehicle on which the permit is displayed.

In any review, appeal or hearing alleging the violation of any parking regulation, proof that the particular vehicle described was stopping, standing or parked in violation of any such regulation together with proof that the person named in the complaint or infraction at the time of such violation was the registered owner or permit holder of such vehicle shall constitute in evidence a prima facie presumption that the owner was the person who parked or placed such vehicle in the location the violation occurred.
Parking Regulations

WAC 174-116-070 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-116-071 Parking—Prohibited places and fines. (1) No person shall stop, stand or park any vehicle so as to obstruct traffic along or upon any street or sidewalk.

(2) No vehicle shall park or stand except momentarily to pick up or discharge passengers.

(3) No vehicle shall be parked on any lawn or grass areas except as required for maintenance or construction authorized by the facility of capabilities.

(4) The following schedule of fines for violations is hereby established:

(a) No valid permit 5.00
(b) Overtime parking 5.00
(c) Improper position 5.00
(d) Parked where signs prohibited 10.00
(e) Parked within fifteen feet of hydrant 15.00
(f) Handicapped zone 15.00
(g) Blocking driveway 10.00
(h) Parked at painted curb 10.00
(i) Parked in prohibited zone 10.00
(j) Obstructing traffic 10.00
(k) Parked in bus zone 15.00
(l) Parked in fire lane 15.00
(m) Altered permit 25.00

(5) No vehicle shall be parked so as to occupy any portion of more than one parking space or stall as designated within the parking area. The fact that other vehicles may have been so parked as to require the violator to occupy a portion of more than one space or stall shall not constitute an excuse for a violation of this section.

WAC 174-116-072 Impounding of vehicles. (1) No disabled or inoperative vehicle shall be parked on the campus for a period in excess of ninety-six hours. Vehicles which have been parked for periods in excess of ninety-six hours and which appear to be disabled or inoperative may be impounded and stored at the expense of the registered owner. Neither the college nor its employees shall be liable for loss or damage of any kind resulting from impounding and/or storage services provided by a private vendor. Notice of intent to impound will be posted on the vehicle twenty-four hours prior to impound. In any case, the owner or operator of a disabled vehicle should notify the security or parking office of the vehicle’s location and estimated time of removal or repair.

(2) Any vehicle parked upon property of The Evergreen State College in violation of these regulations, including the motor vehicle and other traffic laws of the state of Washington, may be impounded or immobilized and taken to such place for storage as the chief of security and director of facilities selects. The expense of such impounding and storage shall be charged to the owner or operator of the vehicle and paid by him/her prior to its release. The college and its employees shall not be liable for loss or damage of any kind resulting from such impounding and/or storage services provided by a private vendor.

WAC 174-116-091 Special parking regulations and restrictions authorized. No person without authorization from the director of facilities shall move, deface, or in any way change a sign, barricade, structure, marking or direction so placed, or previously placed, for the purpose of regulating traffic or parking.

WAC 174-116-092 Parking of motorcycles. (1) Motorcycles are for the purpose of these regulations considered to be motor vehicles and are subject to all parking regulations.

(2) Motorcycles may be parked in designated areas in addition to the regular parking lots.

(3) Motorcycles are not permitted on paths, sidewalks, in buildings or in pedestrian areas at any time.


(a) Persons cited for violation of these regulations may respond by paying a fine within ten days of the date of notice of infraction. However, persons cited for "no valid permit" or for "overtime parking" which are designated as five dollar fines, may pay a reduced fine of two dollars, if the citation is attached to the two dollar payment and deposited in the parking booth drop box on the same day the citation is issued. Such payment shall constitute a waiver of the right to request a review as described in WAC 174-116-121.

(b) All fines, excepting reduced fines, are payable to The Evergreen State College cashier. Fines may be paid in person or by mail by sending the notice of infraction and amount of fine to The Evergreen State College cashier. The cashier will not discuss the appropriateness of the fine with the payor.

(2) Unpaid.

If any fine remains unpaid after ninety days from the date of the notice of infraction, the account will be referred to the controller for collection and the following actions may be taken by The Evergreen State College:

(a) All services on campus may be withheld including academic registration for the following quarter.

(b) Transcripts may be withheld for any persons having outstanding unpaid fines.

[1988 WAC Supp—page 605]
(c) Unless payment of the fine has been made, the amount of the fine may be deleted from an employee’s paycheck after notice from the controller.


WAC 174-116-121 Election to pay or contest a notice of infraction. The notice of infraction issued pursuant to these regulations shall direct the alleged violator that he/she may elect either to pay the fine applicable to the violation(s) charged or to request a review with the infraction review committee within ten days of the date of the infraction.

(1) If the alleged violator chooses to contest, a written request for a review will be filed with the chairperson of the infraction review committee, through the parking office. Requests for review forms are available at the parking office and at the parking booth. Requests for a review may be submitted without posting of the fine within ten days after date of infraction.

(2) The infraction review committee will review the written request for review and notify the appellant by mail of its decision.


WAC 174-116-122 Appeal/hearing procedure. (1) If the decision of the infraction review committee is not supportive of the alleged violator’s request, the alleged violator may request a hearing before the review committee to present his/her case in person. The infraction review committee will meet a minimum of once a month (usually the first Wednesday of the month) to hear such appeals.

(2) Persons requesting a hearing before the infraction review committee must make such requests to the chairperson of the said committee within ten days of notification of the initial review decision.

(3) The appellant will be notified by the chairperson of the infraction review committee of the time and date of such hearing. Decisions rendered by the infraction review committee on appeals heard shall be binding.

[Statutory Authority: RCW 28B.40.120(11). 87-14-020 (Order 87-2, Resolution No. 87-13), § 174-116-122, filed 6/24/87; 84-13-056 (Order 84-2, Resolution No. 84-28), § 174-116-122, filed 6/19/84; 83-20-016 (Order 83-4, Resolution No. 83-42), § 174-116-122, filed 9/22/83.]

WAC 174-116-123 Establishment of infraction review committee. The Evergreen State College infraction review committee is hereby established, the members of which shall be composed of the following:

(1) One faculty member chosen by the vice-president and provost;

(2) One exempt staff member chosen by the president;

(3) One classified staff member chosen by the vice-president for development and administrative services;

(4) Two currently enrolled students chosen by the vice-president for student affairs;

(5) A nonvoting secretary chosen by the director of facilities.

[Statutory Authority: RCW 28B.40.120(11). 87-14-020 (Order 87-2, Resolution No. 87-13), § 174-116-123, filed 6/24/87; 85-21-067 (Order 85-4, Resolution No. 85-32), § 174-116-123, filed 10/18/85, effective 1/1/86; 84-13-056 (Order 84-2, Resolution No. 84-28), § 174-116-123, filed 6/19/84; 83-20-016 (Order 83-4, Resolution No. 83-42), § 174-116-123, filed 9/22/83.]

WAC 174-116-126 Appeal/hearing—Procedure—Review decision. Upon conclusion of the review and/or appeal, the chairperson of the infraction review committee shall render the decision of the review committee as to appropriateness of the assessed fines. The decision shall be recorded in the records maintained by the parking office and the secretary of the infraction review committee shall endorse his/her signature therein, certifying the record to be correct.


WAC 174-116-127 Appeal/hearing—Mitigation and suspension of fines. Upon the showing of good cause or mitigating circumstances, the infraction review committee may impose any lesser fine than those established in WAC 174-116-260 of these regulations or may dismiss the fine. The chairperson may grant an extension of time within which to comply with the review and/or appeal decision. A person charged with a parking infraction who deems himself or herself aggrieved by the final decision in an internal adjudication may, within ten days after written notice of the final decision, appeal by filing a written notice thereof with the parking office. Documents relating to the appeal shall immediately be forwarded to the district court in the county in which the offense was committed, which court shall have jurisdiction over such offense and such appeal shall be heard de novo.


WAC 174-116-190 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-116-260 Repealed. See Disposition Table at beginning of this chapter.

Chapter 174-120 WAC

SOCIAL CONTRACT—STUDENT CONDUCT CODE—GRIEVANCE AND APPEALS PROCESS

WAC

174-120-010 Definitions.

174-120-020 The social contract—College philosophy.

174-120-030 Student conduct code—Specific examples of social contract violations.

174-120-040 Student conduct code—Corrective action.

174-120-050 Student conduct code—Informal conflict resolution.

174-120-060 Student conduct code—Grievance officer.

[1988 WAC Supp—page 606]
WAC 174-120-010 Definitions. (1) College Community: Current students and employees while present on college property or at a college sponsored event.

(2) College Facilities/Premises: Property owned, leased, operated, controlled, or supervised by the college.

(3) Hearing Board: Three community members appointed by and from the different sectors of the college community (i.e. 1 faculty; 1 classified or exempt staff; 1 student). The vice-president shall be responsible for ensuring hearing board members and their alternates are appointed. The hearing board members will select a chairperson who, with the assistance of the vice-president’s office, is responsible for providing notice to the parties. The college legal counsel or, in cases of conflict, the attorney general, an administrative law judge or any other qualified community member shall serve as a non-voting advisor to the hearing board.

(4) Grievance Officer: Person(s) who shall be appointed by and accountable to the vice-president. The grievance officer is responsible for investigating and initiating formal disciplinary action on behalf of the college and for keeping all records specified in these hearings procedures. In cases involving violations of the social contract in housing, the director of housing or designee shall act as the grievance officer.

(5) Preponderance of the Evidence: The greater weight of evidence or evidence more convincing to the mind than not.

(6) Sponsored Event or Activity: Activities scheduled by the college and supervised and controlled by college employees.

(7) Trier of Fact: The hearing board, administrative law judge, or any other individual(s) (e.g. campus mediator; affirmative action officer) designated by the vice-president and responsible for determining the facts relevant to decide a controversy.

(8) Vice-President: The vice-president for student affairs or his/her designee.

WAC 174-120-020 The Social Contract—College Philosophy. (1) General: Evergreen is an institution and a community that continues to organize itself so that it can clear away obstacles to learning. In order that both creative and routine work can be focused on education, and so that the mutual and reciprocal roles of campus community members can best reflect the goals and purposes of the college, a system of governance and decision-making consonant with those goals and purposes is required.

(2) Purpose:

(a) Evergreen can thrive only if members respect the rights of others while enjoying their own rights. Students, faculty, administrators, and staff members may differ widely in their specific interests, in the degree and kinds of experiences they bring to Evergreen, and in the functions which they have agreed to perform. All must share alike in striving academic and interpersonal honesty, in responsibly obtaining and in providing full and accurate information, and in resolving their differences through due process and with a strong will to collaboration.

(b) The Evergreen community should support experimentation with new and better ways to achieve Evergreen’s goals. Specifically, it must attempt to emphasize the sense of community and require members of the campus community to play multiple, reciprocal, and reinforcing roles in both the teaching/learning process and in the governance process.

(3) Freedom and Civility: The individual members of the Evergreen community are responsible for protecting each other and visitors on campus from physical harm, from personal threats, and from uncivil abuse. Civility is not just a word; it must be present in all our interactions. Similarly, the institution is obligated, both by principle and by the general law, to protect its property from damage and unauthorized use and its operating processes from interruption. Members of the community must exercise the rights accorded them to voice their opinions with respect to basic matters of policy and other issues. The Evergreen community will support the right of its members, individually or in groups, to express ideas, judgments, and opinions in speech or writing. The members of the community, however, are obligated to make statements in their own names and not as expressions on behalf of the college. The board of trustees or the president speaks on behalf of the college and may at times share or delegate the responsibility to others within the college. Among the basic rights of individuals are freedom of speech, freedom of peaceful assembly and association, freedom of belief, and freedom from intimidation, violence, and abuse.

(4) Individual and Institutional Rights: Each member of the community must protect:

(a) The fundamental rights of others in the community as citizens;

(b) The right of each member in the community to pursue different learning objectives within the limits defined by Evergreen's curriculum or resources of people, materials, equipment and money;

(c) The rights and obligations of Evergreen as an institution established by the state of Washington; and

(d) Individual rights to fair and equitable procedures when the institution acts to protect the safety of its members.

(5) Society and the College:

(a) Members of the Evergreen community recognize that the college is part of the larger society as represented by the state of Washington, which funds it, and by the community of greater Olympia, in which it is located. Because the Evergreen community is part of the larger society, the campus is not a sanctuary from the general law or invulnerable to general public opinion.

(b) All members of the Evergreen community should strive to prevent the financial, political, or other exploitation of the campus by any individual or group.
(c) Evergreen has the right to prohibit individuals and groups from using its name, its financial or other resources, and its facilities for commercial, or political activities.

(6) PROHIBITION AGAINST DISCRIMINATION: There may be no discrimination at Evergreen with respect to race, sex, age, handicap, sexual orientation, religious or political belief, or national origin in considering individuals' admission, employment, or promotion. To this end the college has adopted an affirmative action policy approved by the state human rights commission and the higher education personnel board. Affirmative action complaints shall be handled in accordance with state law, as amended (e.g. chapter 49.74 WAC [RCW]; RCW 28B.16.100; chapter 251–23 WAC).

(7) RIGHT TO PRIVACY:
(a) All members of the college community have the right to organize their personal lives and conduct according to their own values and preferences, with an appropriate respect for the rights of others to organize their lives differently.

(b) All members of the Evergreen community are entitled to privacy in the college's offices, facilities devoted to educational programs, and housing. The same right of privacy extends to personal papers, confidential records, and personal effects, whether maintained by the individual or by the institution.

(c) Evergreen does not stand in loco parentis for its members.

(8) INTELLECTUAL FREEDOM AND HONESTY:
(a) Evergreen's members live under a special set of rights and responsibilities, foremost among which is that of enjoying the freedom to explore ideas and to discuss their explorations in both speech and print. Both institutional and individual censorship are at variance with this basic freedom. Research or other intellectual efforts, the results of which must be kept secret or may be used only for the benefit of a special interest group, violate the principle of free inquiry.

(b) An essential condition for learning is the freedom and right on the part of an individual or group to express minority, unpopular, or controversial points of view. Only if minority and unpopular points are [of] view are listened to, and are given opportunity for expression will Evergreen provide bona fide opportunities for significant learning.

(c) Honesty is an essential condition of learning, teaching or working. It includes the presentation of one's own work in one's own name, the necessity to claim only those honors earned, and the recognition of one's own biases and prejudices.

(9) OPEN FORUM AND ACCESS TO INFORMATION:
(a) All members of the Evergreen community enjoy the right to hold and to participate in public meetings, to post notices on the campus, and to engage in peaceful demonstrations. Reasonable and impartially applied rules may be set with respect to time, place and use of Evergreen facilities in these activities.

(b) As an institution, Evergreen has the obligation to provide open forum for the members of its community to present and to debate public issues, to consider the problems of the college, and to serve as a mechanism of widespread involvement in the life of the larger community.

(c) The governance system must rest on open and ready access to information by all members of the community as well as on the effective keeping of necessary records.

(d) In the Evergreen community, individuals should not feel intimidated or be subject to reprisal for voicing their concerns or for participating in governance or policy making.

(e) Decision making processes must provide equal opportunity to initiate and participate in policy making, and Evergreen policies apply equally regardless of job description, status or role in the community. However, college policies and rules shall not conflict with state law or statutory, regulatory and/or contractual commitments to college employees.

(10) POLITICAL ACTIVITIES: The college is obligated not to take a position, as an institution, in electoral politics or on public issues except for those matters which directly affect its integrity, the freedom of the members of its community, its financial support, and its educational programs. At the same time, Evergreen has the obligation to recognize and support its community's members' rights to engage, as citizens of the larger society, in political affairs, in any way that they may elect within the provision of the general law.

[Statutory Authority: RCW 28B.40.120(12). 88-17-069 (Order 88-1, Motion No. 88-25), § 174–120–020, filed 8/18/88.]

WAC 174-120-030 Student conduct code—Specific examples of social contract violations. In addition to the social contract, students must abide by the rules below in order to maintain community membership. Specific violations are set forth in writing in order to provide notice to students. They are not designed to define violations in exhaustive terms. Students may be accountable to both civil/criminal authorities and the college for acts which constitute violations of law occurring on or off campus.

(1) DESTROYING OR DAMAGING PROPERTY: Intentionally and/or recklessly destroying or damaging college property or the property of others on college premises or at college-sponsored events.

(2) DISRUPTING COLLEGE FUNCTIONS: Intentionally and/or recklessly interfering with normal college or college sponsored activities, including, but not limited to, studying, teaching, research, college administration, fire, police, campus security or emergency services.

(3) DRUGS: Use, possession or distribution of any controlled substance or illegal drug on college premises or at college-sponsored activities.

(4) FALSE ALARMS: Intentionally causing a false police or fire alarm that involves college property or a college sponsored event.

(5) FALSE INFORMATION: Intentionally providing false information to the college for the purpose of gaining admission or employment or to avoid determination of facts in accordance with any college investigation or hearing.

[1988 WAC Supp—page 608]
(6) HARASSMENT PHYSICAL HARM: Threatening, intimidating or harassing another with intent to harm the person threatened or any other person with respect to his or her physical or mental health or safety. This includes causing physical harm to any person or property on college premises or at any college sponsored activity, or causing reasonable apprehension of such harm to another person.

(7) HOUSING CONTRACT VIOLATIONS: Violation of residence hall contracts.

(8) LIQUOR: Use, possession or distribution of liquor on college property. This is not intended to apply to use by students of legal age in a residence or at a college sponsored event provided the event has an approved alcoholic beverage banquet permit (chapter 174-157 WAC, as amended). However, public appearance on campus or at any college-sponsored event while intoxicated, as defined by state law, will be considered a violation.

(9) SMOKING: Smoking in a prohibited area on college property as defined by college rules (WAC 174-136-160 to 174-136-170, as amended).

(10) THEFT OR CONVERSION: Deprivation of another's property, including college property or services, without that individual's or the college's authorization.

(11) TRESPASS: Unauthorized presence in or use of college premises, facilities, services or property.

(12) WEAPONS, FIREARMS, EXPLOSIVES AND DANGEROUS CHEMICALS: Unauthorized use, possession or storage (other than storage with the campus security office) of any weapon, explosives, dangerous chemicals, substances or instruments or other weapons, as defined by state law, which may be used to inflict bodily harm on another individual or damage upon college premises or college-sponsored event.

[Statutory Authority: RCW 28B.40.120(12). 88-17-069 (Order 88-1, Motion No. 88-25), § 174-120-040, filed 8/18/88.]

WAC 174-120-040 Student conduct code—Corrective action. The primary purpose for imposing corrective measures is to protect the college community. Notification of corrective action shall be in writing, indicating the terms of any suspension or termination and any special conditions which must be met before readmission. Violations of WAC 174-120-030 (1) through (5), (6), (8), (10) through (12), inclusive, may result in expulsion or suspension, unless specific and significant mitigating factors are present. Factors to be considered in mitigation shall be the present demeanor and past disciplinary record of the student, as well as the nature of the offense and the severity of any damage, injury, or harm resulting from it. Repeated or aggravated violations of any rule may also result in expulsion or suspension or in the imposition of such lesser corrective measures as may be appropriate. A student's off-campus criminal conduct may also be considered in determining what discipline is warranted for similar on-campus conduct.

(1) EXPULSION: Permanent separation from the college and termination of community membership. The student may also be barred from college premises and/or college sponsored events.

(2) REPRIMAND: Warning(s) that further misconduct may result in more severe sanctions.

(3) RESTITUTION: Payment to the college or to other persons, groups, or organizations for damages incurred as a result of prohibited conduct.

(4) SUMMARY SUSPENSION: Students presenting imminent danger to themselves, others, college property and/or the educational process may be immediately suspended from the college by the president, vice president, or their designee(s) for a period of time not to exceed ten days. At the time of the suspension, the student shall be notified in writing, if possible, otherwise orally of the circumstances constituting prohibited conduct and of their right to petition for a formal hearing. If oral notification is given at the time of the summary suspension, written notification shall be personally delivered or sent to the student's last known address within 24 hours.

(5) SUSPENSION: Temporary dismissal from the college and temporary termination of community membership for a stated period of time, but no longer than one year. The student shall not participate in any college-sponsored activity and may be barred from college premises. Suspension implies that the student may eventually return if evidence or other assurances are presented that prohibited conduct will not be repeated.

(6) OTHER SANCTIONS: Other sanctions may be imposed if related to the violation. For example, extracurricular activities may be limited; registration of motor vehicles may be restricted; and/or community service may be assigned. Students may also be removed from college housing for social contract violations.

[Statutory Authority: RCW 28B.40.120(12). 88-17-069 (Order 88-1, Motion No. 88-25), § 174-120-040, filed 8/18/88.]

WAC 174-120-050 Student conduct code—Informal conflict resolution. (1) VOLUNTARY MEDIATION/ ARBITRATION: Community members who come into conflict with one another should make a determined effort to resolve problems peacefully and constructively between themselves. To facilitate this objective, the college encourages voluntary mediation and/or arbitration through the campus mediator or any mutually agreed upon third party.

(2) SETTLEMENT: If the grievance officer decides to pursue a case in the name of the college, the student may accept or deny responsibility for the violation. If the student accepts responsibility, in writing, she or he may propose a sanction to resolve the case. The grievance officer may also propose a sanction. If agreement on responsibility and sanction are reached, the agreement shall be made in writing and signed by the student and grievance officer. The agreement may be withdrawn in writing, within one working day. If the agreement is not withdrawn within one working day, the student waives her or his right to a formal hearing.

(3) SETTLEMENT AGREEMENT: An agreement on responsibility and sanctions shall be written and contain:

(a) A description of the violation for which responsibility is accepted;
(b) The agreed sanction;

[1988 WAC Supp—page 609]
WAC 174-120-060 Student conduct code—Grievance officer. (1) PURPOSE: The basic role of the grievance officer is to seek justice and not convictions. The grievance officer receives and investigates complaints and proposes corrective action, if warranted. The grievance officer has the responsibility of making a decision of who and when to charge with a violation.

(2) PROCEDURE: If the grievance officer is satisfied that sufficient evidence exists to substantiate a violation and if a settlement has not been reached, he/she shall send a notice of the formal charges, recommended corrective action and the right to a hearing to the student. If the student is charged with a violation potentially punishable by suspension or termination, the vice-president shall institute formal hearing procedures unless otherwise waived by the student. If a student is not charged with a violation potentially punishable by suspension or termination, he/she must petition the vice-president for a formal hearing within 10 days after receipt of the grievance officer's charges. If the student fails to petition the vice-president for a formal hearing, the recommended disciplinary action shall go into effect unless summary suspension has already occurred.

WAC 174-120-070 Student conduct code—Formal hearing notice and rights. Notice of the hearing, including a statement of the particular rules involved and matters asserted, shall be provided at least ten days before any hearing, as called for by RCW 28B.19.120(1), as amended or superseded. Both parties may submit to the designated trier of fact brief written position statements. Both parties have:

(1) The right to question witnesses; have someone appear on their behalf to defend them; and that they may have a maximum of three character witnesses appear on their behalf. The parties shall inform each other of their witnesses and representatives at least three days before the hearing. Representatives may not appear in lieu of the student charged.

(2) The right to have subpoena(s) issued by the vice-president and/or trier of fact, subject to a convincing showing of the general relevance and reasonable scope of the evidence sought;

(3) That failure to appear will result in a default judgment. Failure to provide a list of witnesses or/and the name(s) of their representatives at least three days before the hearing will result in disqualification of those witnesses and/or representatives.

WAC 174-120-080 Student conduct code—Formal procedures. (1) GENERAL: Students have a right to a fair and impartial hearing on any charge of prohibited conduct potentially punishable by suspension or termination. Pursuant to state law, the college president authorizes the vice-president to determine the trier of fact. Unless the vice-president determines otherwise, the formal hearing shall be conducted by the hearing board. Any such hearing shall be conducted pursuant to state law, RCW 28B.19.110 – 28B.19.150, as amended or superseded. Hearings will be closed to the public, except for the immediate members of the student's family and his/her representative. An open hearing may be held, in the discretion of the trier of fact, if requested by the student.

(2) CHALLENGES: Each party has the right to one peremptory challenge. Any party may challenge any trier of fact based on cause, such as personal bias. The hearing board advisor may also challenge a hearing board committee member. Except for peremptory challenges, hearing board members may be disqualified upon majority vote of the remaining board members. The trier(s) of fact should not discuss the case outside of the hearing, and shall base their decision upon the evidence presented at the hearing.

(3) BURDEN OF PROOF: The burden of proof shall be on the college which must establish, by a preponderance of the evidence, that the student is responsible for a violation of these rules.

(4) FORMAL RULES OF EVIDENCE DO NOT APPLY: Formal procedural rules of evidence shall not be applicable nor shall harmless procedural errors necessarily invalidate a decision or proceeding, unless significant prejudice to the rights of the student or the college would result. The trier of fact shall recognize rules of confidentiality and privilege, but shall otherwise admit all matters into evidence which reasonable persons would accept as having probative value in the conduct of their affairs. Undue repetitious or irrelevant evidence may be excluded. Illegally obtained evidence cannot be used.

(5) FINAL DECISION: The trier of fact shall reach a final decision within 30 days of receipt of the petition or within 15 days of the close of the hearing, whichever is greater. Final decisions of the hearing board shall be by majority vote of the members present and voting. The trier of fact's written findings and conclusions shall be delivered to the student by hand or certified mail to his/her last known address.

(6) STATUS PENDING FINAL ACTION: Except in cases of summary suspension, the student's status shall not be altered pending final decision by the trier of fact.

WAC 174-120-090 Academic appeals. Academic appeals. Academic issues relating to credit, the content of evaluations, and academic dishonesty are appealed to the academic deans who have authority to make final determinations.

[Statutory Authority: RCW 28B.40.120(12). 88-17-069 (Order 88-1, Motion No. 88-25), § 174-120-060, filed 8/18/88.]

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Chapter 174-124 WAC
SOCIAL CONTRACT AMONG THE MEMBERS OF THE COMMUNITY OF THE EVERGREEN STATE COLLEGE—COMMUNITY CODE OF CONDUCT


DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER


WAC 174-124-020 through 174-124-120 Repealed. See Disposition Table at beginning of this chapter.

Chapter 174-132 WAC
POLICY STATEMENT ON COMPUTER SERVICES

WAC 174-132-010 General.
174-132-020 Acquisition of information processing resources.
174-132-030 Information processing plan.
174-132-050 Academic computing.
174-132-060 General policies.
174-132-070 Privacy.
174-132-080 Abuse of college computing resources.
174-132-090 Copying of software.
174-132-100 Account usage and lifetimes.
174-132-110 Administrative computing.
174-132-120 Requests for services.

WAC 174-132-010 General. Computer services is responsible for providing computing services to both academic and administrative users. Computer services operates with the advice of an academic computing users group and an administrative computing users group. Membership in the user groups consists of user constituents and includes faculty, staff and students. Interested users should contact computer services for meeting schedules.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-010, filed 12/19/88.]

WAC 174-132-020 Acquisition of information processing resources. The department of information services (DIS) of the state of Washington has acquisition authority for computing equipment, software and support services. The DIS has delegated the authority for purchases of computing resources up to $50,000 to the director of computer services at the college.

(1) The director of computer services must sign all purchase requisitions for computing resources. Computer services must submit a monthly report describing acquisition activity to the DIS. Normally, all computing resources must be competitively acquired via a bidding process (RCW 43.19.190 et seq.; chapter 43.105 RCW; as amended).

(2) For acquisitions in excess of $50,000 approval must be obtained from the department of information services through the director of computer services. Normally, a formal acquisition plan will be required with a cost/benefit analysis.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-020, filed 12/19/88.]

WAC 174-132-030 Information processing plan. The department of information services requires that the college update and submit an information processing plan annually. This plan is prepared by computer services in consultation with users and in coordination with college budget plans.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-030, filed 12/19/88.]

WAC 174-132-040 Security plan. Computer services is also required to prepare a security plan for computing resources annually. This planning process includes a review of physical security of computing resources to prevent damage from fire and theft. It also involves a review of backup and recovery schedules in case of catastrophic events such as earthquake or floods.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-040, filed 12/19/88.]

WAC 174-132-050 Academic computing. (1) General philosophy The Evergreen State College has a strong commitment to a liberal arts education in which students develop fundamental intellectual abilities and problem-solving techniques rather than merely acquire knowledge of a particular body of facts. Out of this educational philosophy and the growing importance of the computer as an analytic tool and as a social phenomenon, computer services has a strong commitment to supporting Evergreen students with a variety of computer resources. Evergreen's modes of study are highly individualized, interdisciplinary, and project oriented.

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(a) That they are individualized implies that the college attempts to serve students having widely differing abilities, motivations, and interests and must call on all available resources within the college to provide breadth.

(b) That they are interdisciplinary implies that much instruction is a team effort involving the coordination of staff, faculty, and material resources directed at a student interest group rather than a traditional discipline.

(i) That they are project-oriented implies that many students are involved in work on real-world problems. In order to equitably provide such resources to the Evergreen community, a set of general and specific operational policies are required.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-050, filed 12/19/88.]

WAC 174-132-060 General policies. (1) All students, faculty, and staff at The Evergreen State College are provided with free or low cost access to the academic computing resources with academic usage limited by available resources.

(2) No commercial work of any kind will be accepted. It is contrary to the intent of this policy and to state law for college computing resources to be used for the direct personal financial gain (real or intended) of any individual.

(3) TESC computer services recognizes that the TESC modes of study are in many ways unique. Consequently, computer services is committed to a policy of flexibility in meeting the needs of TESC students, faculty, and staff.

(4) Academic computing resources are provided to currently enrolled students to facilitate program research and project completion. Computer-oriented credit-generating programs, when computer resources are limited, have priority access to computing resources. Otherwise, an open access policy prevails circumscribed by necessary class/lab and exercise practice reserve times.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-060, filed 12/19/88.]

WAC 174-132-070 Privacy. A student’s data, existing in an academic computer account, will be released to a third party only when required by law (rather than not being released only when prohibited by law). Student accounts on academic computing systems will be administered and reviewed by academic computing staff as required for system management and administration.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-070, filed 12/19/88.]

WAC 174-132-080 Abuse of college computing resources. Users of computer services are expected to use its resources in a responsible manner and with regard for other user rights. Computer services relies on peer pressure, individual responsibility, Evergreen rules and policies, and the general body of law to prevent abuse of the college’s computing resources.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-080, filed 12/19/88.]

WAC 174-132-090 Copying of software. (1) No duplication of copyrighted material is permissible. (Under guidelines of Title 17 of the U.S. code.) Violators may lose computing access privileges and be subject to further discipline.

(2) No copyrighted software may be placed on any hard disk system without authorization from the copyright owner and the manager of academic computing.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-090, filed 12/19/88.]

WAC 174-132-100 Account usage and lifetimes. As a user of academic computing resources and a participatory member of the user community, the account holder agrees to abide by current rules and procedures for utilization of computing resources available through academic computing; the account holder agrees to abide by all of the rules and policies established by TESC and computer services.

(1) Further, the account holder will hold account access/usage to himself/herself and not loan or authorize any other person usage of the account. Failure to comply will result in immediate termination of the account and contents and loss of computing access privileges. The college may also require reimbursement of costs which, if not paid, may necessitate further disciplinary action, as provided for by college rules including, but not limited to, withholding transcripts, registration denial, suspension or expulsion.

(2) Student accounts, with program suffixes, will exist on an academic system as long as a student is enrolled in the particular program or course. Generic student accounts will exist for one quarter after the student is no longer registered as an Evergreen student or is matriculated. Backed-up account data will be maintained for one year after a student is no longer registered as an Evergreen student; system changes and updates may prevent the data from being reloadable.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-100, filed 12/19/88.]

WAC 174-132-110 Administrative computing. General administrative computing provides computing support to administrative users in the areas of systems and programming, microcomputer acquisitions, training and support, office automation, data communications and computer operations.

(1) Policies administrative users are not billed for computer support. Funding is secured via the college budget request process. Allocations of resources are made in consultation with the administrative computing users group, president and vice presidents.

(2) Software developed for administrative computing at Evergreen will be made available to other state institutions. Likewise, Evergreen will seek to purchase software and to use common systems such as the Washington community college consortium payroll/personnel system when they are cost effective for the college.

(3) Administrative computing will support a small number of commonly used microcomputers and
microcomputer software such as Wordperfect and Lotus 1-2-3 and will encourage standardization of hardware and software used on campus.

(4) In the interest of providing high quality and reliable services, administrative computing will work with DIS and electronic maintenance and engineering to acquire maintenance contracts on major computing hardware and software in situations where it is not cost-effective or feasible to maintain the hardware and software on campus. Reliance on electronics maintenance and engineering will be made for maintenance of communications equipment, microcomputers, printers and other commonly used equipment.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-110, filed 12/19/88.]

WAC 174-132-120 Requests for services. Requests for systems development services are initiated by users and must include the following information:

(1) Description and scope of the project and objectives to be accomplished;
(2) Benefits to be realized including quantified cost savings as well as intangible benefits;
(a) Contact for additional information;
(b) Desired implementation date;
(c) Authorizing/approving signatory;
(d) Approval/request date.
(3) Administrative computing will assess the operational, technical and economic impact of the request and develop a preliminary estimate of costs including labor, computing, telecommunications and ongoing operational costs. This information will then be reviewed with the requesting user and prioritized.

(4) Requests for access/connection to computing resources are initiated by users and include:
(a) Date, unit, person to contact, location/room telephone number;
(b) Number and type of devices to be connected;
(c) Purpose and justification.
(5) Administrative computing assesses the technical requirements such as system load and configuration and coordinates the request with electronic maintenance and engineering and the individuals responsible for access to data bases. The request is then reviewed with the requesting user for development of an implementation schedule if the connection is feasible and resources are available.

[Statutory Authority: RCW 28B.40.120(12). 89-01-063 (Order 88-4, Resolution No. 88-41), § 174-132-120, filed 12/19/88.]

Chapter 174-136 WAC

USE OF COLLEGE FACILITIES

WAC 174-136-060 Access and use of library resources.
174-136-070 Repealed.
174-136-080 Loan periods and fines.
174-136-090 Lost and damaged library resources.
174-136-100 Reserve.
174-136-110 Charging out library resources.
174-136-120 Interlibrary loan.

PET POLICY
174-136-300 Pet policy—Purpose.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

THE EVERGREEN STATE COLLEGE LIBRARY
CIRCULATION POLICY (FACILITIES PLANNING AND UTILIZATION POLICY)

WAC 174-136-060 Access and use of library resources. Any person has access to the public areas of the library. Library resources (except those noted below) may be borrowed by members of the Evergreen community with a valid Evergreen State College identification card, and by members of the local community who have suitable identification (e.g., driver's license).

[Statutory Authority: RCW 28B.40.120(12). 89-01-064 (Order 88-5, Resolution No. 88-43), § 174-136-060, filed 12/19/88; Order 72-2, § 174-136-060, filed 6/16/72.]

WAC 174-136-070 Repealed. See Disposition Table at beginning of this chapter.

WAC 174-136-080 Loan periods and fines. (1) GENERAL USE LIBRARY RESOURCES (PRINT AND NON-PRINT).
(a) Due dates will not exceed one academic quarter. Requests for extended loan periods should be cleared through the head of circulation. Renewals should be requested before due date.
(b) Users are guaranteed the use of the material for ten days, after which it may be recalled to meet the needs of another user. A $5.00 service charge will be levied if the recall due date is not honored. If an item is not returned within 60 days, a replacement charge and processing fee will be levied.
(2) Limited use library resources.
(a) Limited use library resources (e.g., video tapes) will only be loaned for specific periods.
(b) Slides are checked out for showings only.
(c) 16mm films and video cassettes will be checked out for showings only and are circulated through the services of the Washington state film library.
(d) Media services resources.
(i) The first priority for use of media services resources is for coordinated and contracted studies. Resource requests will be handled by and administered in accordance with policy formulated by the coordinator of media services.
(ii) Charges consistent with current commercial rates will be made to users outside The Evergreen State College community and to nonacademic workshops, seminars, conferences or self-sustaining programs.

[1988 WAC Supp—page 613]
(e) Portable media loan equipment. Media loan circulates audio/visual equipment to students, staff, and faculty of the college to support academic work and college business. The first priority for use of media loan resources is for coordinated and contracted studies. Borrowers are liable for loss or damage of equipment and any associated processing fees.

(i) Media loan reserves the right to deny privileges if a borrower is in violation of state operating procedures (see media loan policy statement). Campus security may be asked to contact the borrower in cases where equipment is more than two weeks overdue.

(ii) To assure borrowers that equipment will be available for reservations, overdue fines will be assessed for late equipment. Fines are uniform regardless of the kind of equipment. A $3 charge per transaction will be levied when equipment is one day overdue. A $5 additional charge will be levied once a week for the next two weeks. If equipment is more than two weeks overdue, the borrower may lose privileges and $20 weekly fines (up to the cost of the items) will be assessed until the equipment is returned.

(iii) If the borrower keeps equipment out over the end of the academic quarter, the replacement cost and a two dollar service fee will be charged to his or her account. This replacement fee will be rescinded when the equipment is returned, but accumulated overdue fees and service fees will be rescinded.

(iv) When equipment is returned and all fees and charges have been paid, a borrower may make an appointment with the Head of Media Loan to review policies and procedures in order to determine if borrowing privileges may be restored.

(v) Late fees, replacement charges and service fees are deposited in a library account for replacement of media loan equipment.

(vi) Charges will be made to funded workshops, seminars, conferences or self-sustaining programs. Charges will be consistent with current commercial rates.

(vii) Borrowers may be required to carry insurance for large packages of equipment (the college has no insurance). Insurance is a requirement if equipment is to leave the country.

(f) Other library resources can circulate by special arrangement with the head of circulation or appropriate account manager and are subject to recall and replacement charges.

(3) Borrowers who repeatedly ignore the rights of other borrowers or abuse the responsibilities inherent in sharing library resources with the rest of the Evergreen community, shall be denied the privilege of borrowing those resources for the remainder of the quarter.

(4) It is the borrower's responsibility to pay for lost resources before the end of the quarter. The cost of lost resources shall be their replacement value and a processing fee ($12.00 for library books).

[Statutory Authority: RCW 28B.40.120(12). 89-01-064 (Order 88-5, Resolution No. 88-43), § 174-136-080, filed 12/19/88; Order 72-2, § 174-136-080, filed 6/16/72.]

WAC 174-136-100 Reserve. Materials on reserve will be found at the circulation desk.

[Statutory Authority: RCW 28B.40.120(12). 89-01-064 (Order 88-5, Resolution No. 88-43), § 174-136-100, filed 12/19/88; Order 72-2, § 174-136-100, filed 6/16/72.]

WAC 174-136-110 Charging out library resources. Resources are charged out at the main circulation desk, at the media loan desk, and at other appropriate locations in the library.

[Statutory Authority: RCW 28B.40.120(12). 89-01-064 (Order 88-5, Resolution No. 88-43), § 174-136-110, filed 12/19/88; Order 72-2, § 174-136-110, filed 6/16/72.]

Reviser's note: RCW 28B.19.077 requires the use of underlining and deletion marks to indicate amendments to existing rules. The bracketed material in the above section does not appear to conform to this rule.

WAC 174-136-120 Interlibrary loan. The library will attempt to obtain resources from wherever available. Interlibrary loan services are maintained by the reference services.

[Statutory Authority: RCW 28B.40.120(12). 89-01-064 (Order 88-5, Resolution No. 88-43), § 174-136-120, filed 12/19/88; Order 72-2, § 174-136-120, filed 6/16/72.]

PET POLICY

WAC 174-136-300 Pet policy—Purpose. This policy and its implementation procedures intend to govern the control and treatment of pets and other animals on and in The Evergreen State College's campus and buildings. This policy expects that pets and other animals must at all times be treated with due care and consideration for their well being. This policy allows for a pet owner initiated formation of a pet owner's association which could in its charter provide for:

(1) Complaint resolution about enforcement;
(2) Support for enforcement activities;
(3) Fund raising and advocacy for the renovation/expansion of kennels and/or a large enclosed dog run subject to facilities approval.

[Statutory Authority: RCW 28B.40.120(12). 88-17-071 (Order 88-2, Motion No. 88-26), § 174-136-300, filed 8/18/88.]

WAC 174-136-310 Pet policy—Definitions. (1) "Pets and other pet animals" means any animal other than:

(a) A human being;
(b) A caged bird; and
(c) A fish in an aquarium.

(2) "Physical control" means control by means of a leash, cage, bridle, bowl, or other restraining device held by or leading from the pet animal to the owner or keeper. Voice control or indirect control by, for example,
tying a leash to a railing, shall not constitute physical control.

(3) "Owner or keeper" means the person the pet or other animal is accompanying.

WAC 174-136-320 Pet policy—Animal control. All persons bringing animals onto college property shall be subject to Thurston County Code 9.10.050 et seq., as amended, relating to the keeping and control of pet animals. Pets and other animals will not be allowed in campus buildings except for: Guide animals accompanying disabled persons; shows or other similar approved events; or research or other study of animals sponsored as part of the instructional program. Pets and other animals may be on campus only when under the physical control of their owners or keepers. No animal shall be permitted to run at large; animals left tied up in the absence of the owner shall not be considered under direct control but, rather, to be running at large. Any pet animal found in a college building, or on campus not under direct physical control is subject to impounding according to provisions of the Thurston County Code, as amended, attached to and made a part of this policy.

WAC 174-136-330 Pet policy—Enforcement. Any pet or other animal in a college building, or on the campus, not under the direct physical control of its owner or keeper, is subject to impounding by the campus police chief or his/her designee. Owners or keepers may be subject to disciplinary action. Although principal responsibility rests with campus security, community support is urged in reminding pet owners of their obligation if a violation is observed by a community member. Impounded animals may be turned over to the Thurston County animal control if left unclaimed, and fines may be imposed by county animal control.


DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER


174-148-100 Incorporation by reference. [Order 74-1, § 174-148-100, filed 5/17/74.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87.


174-148-120 Definitions. [Order 75-6, § 174-148-120, filed 11/5/75; Order 74-1, § 174-148-120, filed 5/17/74.] Repealed by 88-01-047 (Order 87-4, Motion No. 87-38), filed 12/14/87.


See Disposition Table at beginning of this chapter.

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