

ure to satisfy the expectations of the college regarding conduct. Disciplinary warnings are always made in writing to the student by the officer or agency taking the action, with copies to the vice-president for student services' office. A disciplinary warning indicates to the student that continuation of the specific conduct involved or other misconduct will result in one of the more serious disciplinary actions (see WAC 132G-120-110 (2) through (6)).

(2) **Hold:** Attachment of a student's academic record to encourage the fulfillment of the student's obligations to the college, particularly financial. Holds are always made in writing, including a detailed list of the obligations to be met, and are sent to the student. Requests for transcripts of the student's academic record will not be honored until the initiating authority is satisfied that the obligations have been met and provides the registrar with written notification of the release of the hold.

(3) **Registration denied:** Formal action refusing to allow a student to register for subsequent quarters for violation of college rules or regulations, failure to satisfy the expectations of the college regarding conduct, or failure to fulfill obligations to the college. The initiating authority, in his/her written notification to the student, will detail the reasons for the denial of registration and the conditions to be met before registration will be allowed. Registration may be denied for a fixed or indefinite period. Future registration will not be allowed until the initiating authority is satisfied that the conditions have been met.

(4) **Disciplinary probation:** Formal action placing conditions upon the student's continued attendance for violation of college rules or regulations or failure to satisfy the expectations of the college regarding conduct. The office placing the student on disciplinary probation will specify, in writing, the period of probation and the conditions. Disciplinary probation warns the student that any further misconduct will make him/her liable to suspension or expulsion from the college. Disciplinary probation may be for a specific term or for an indefinite period which may extend to graduation or other termination of the student's enrollment in the college.

(5) **Academic penalties:** Consequences of any breach of academic integrity may include withholding of credit, lowering of grade, and/or failure (0.0) for the assignment and/or course, or lesser sanctions. Matters involving academic dishonesty may be referred to the vice-president for student services for disciplinary action(s).

(6) **Suspension:** Formal action by an authorized disciplinary agency dismissing a student temporarily from the college for unacceptable conduct or violation of college rules or regulations. Denial of registration or expulsion may be for a stated or for an indefinite period, but the implication of the action is that the student may eventually return if evidence or other assurance is presented that the unacceptable conduct will not be repeated.

[Statutory Authority: RCW 28B.50.140(13), 01-13-065, § 132G-120-110, filed 6/18/01, effective 7/19/01. Statutory Authority: RCW 28B.50.130 and 28B.50.140, 83-07-020 (Order 49:83), § 132G-120-110, filed 3/11/83; 79-06-106 (Order 12-10:79), § 132G-120-110, filed 6/6/79; Order 1-35:72, § 132G-120-110, filed 11/29/72, effective 1/1/73.]

**WAC 132G-120-120 Repealed.** See Disposition Table at beginning of this chapter.

**WAC 132G-120-130 Readmission after expulsion.** Any student expelled from the college may be readmitted only on written petition to the office which initiated the action resulting in his expulsion. Such petitions must indicate how specified conditions have been met and, if the term of the expulsion has not expired, any reasons which support a reconsideration of the matter.

[Statutory Authority: RCW 28B.50.140(13), 01-13-065, § 132G-120-130, filed 6/18/01, effective 7/19/01; Order 1-35:72, § 132G-120-130, filed 11/29/72, effective 1/1/73.]

**WAC 132G-120-140 Reporting, recording and maintenance of records.** Records of all disciplinary cases shall be kept by the office taking or initiating the action. Except in proceedings wherein the student is exonerated, all documentary or other physical evidence produced or considered in disciplinary proceedings and all recorded testimony shall be preserved insofar as possible, for not more than five years in accordance with the record retention schedule. Any record of proceedings wherein the student is exonerated, except the fact of exoneration, shall be destroyed as expeditiously as possible in accordance with the appropriate record retention schedule.

[Statutory Authority: RCW 28B.50.140(13), 01-13-065, § 132G-120-140, filed 6/18/01, effective 7/19/01; Order 1-35:72, § 132G-120-140, filed 11/29/72, effective 1/1/73.]

## Title 132K WAC

# COMMUNITY COLLEGES— PIERCE COLLEGE

(Formerly: Fort Steilacoom Community College)

**Chapters**  
**132K-122      Students records release policy.**

### Chapter 132K-122 WAC

#### STUDENTS RECORDS RELEASE POLICY

**WAC**  
 132K-122-020      Definitions.  
 132K-122-100      Prevention of the disclosure of directory information.

**WAC 132K-122-020 Definitions.** For purposes of this chapter, the following terms shall have the definitions shown:

(1) A "student" is any person who is or has been in attendance at Pierce College with respect to whom Pierce College maintains educational records or other information personally-identifiable by name, identification number, or other means of recognition.

(2) The term "education records" means those records, files, documents, and other materials maintained by Pierce College which contain information directly related to the individual student. The term does not include:

(a) Records of instructional, supervisory and administrative personnel and educational personnel ancillary thereto which are in the sole possession of the maker, thereof and which are not accessible to or revealed to any other person except a person appointed to replace or assume responsibilities of the originator of the records on a temporary basis;

(b) Records made and maintained in the normal course of business which relates exclusively to the person's capacity as an employee and which are not available for any other purposes: Provided, That this exception does not extend to records relating to individuals in attendance at Pierce College who are employed as a result of their status as a student;

(c) Records of a student which are created or maintained by a physician, psychiatrist or other officially recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity, or assisting in that capacity, and which are created, maintained or used only in connection with the provision of treatment to the student, and are not available to anyone other than persons providing such treatment: Provided, however, That such records can be personally reviewed by a physician or other appropriate professional of the student's choice;

(d) Records and/or documents of the Pierce College security office which are kept apart from the educational records and which are maintained solely for law enforcement purposes and which are not made available to persons other than law enforcement officials of the same jurisdiction;

(e) Records which contain only information relating to a person after that person was no longer a student at Pierce College such as those dealing with activities of an alumni leaving Pierce College.

(3) The term "directory information" means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. Pierce College will annually notify students of the specific information in their education records designated as directory information. Directory information may be disclosed at the discretion of the college and without the consent of the student unless he or she elects to prevent disclosure as provided for in WAC 132K-122-100.

(4) The term "personally identifiable" means data or information which includes: The name of the student, the student's parent(s), or other family members; the address of the student; a personal identifier such as the student's social security number or student number; a list of personal characteristics which would make the student's identity easily traceable; telephone number; date of birth; academic/occupational intent; information for participants in officially recognized athletic events; or other information which would make the student's identity easily traceable.

[Statutory Authority: RCW 28B.50.140. 01-11-068, § 132K-122-020, filed 5/14/01, effective 6/14/01; 86-15-020 (Order 86-1, Resolution No. 86-1), § 132K-122-020, filed 7/11/86; Order 37, § 132K-122-020, filed 9/2/77.]

**WAC 132K-122-100 Prevention of the disclosure of directory information.** A student may refuse to permit the disclosure of directory information as defined by WAC 132K-122-020(3) by filing a request to prevent disclosure of directory information with the Registrar's Office by the tenth day of the quarter (eighth day for summer quarter). The

[2002 WAC Supp—page 232]

request for nondisclosure of directory information will remain in effect until the student notifies the Registrar's Office, in writing, to cancel it.

[Statutory Authority: RCW 28B.50.140. 01-11-067, § 132K-122-100, filed 5/14/01, effective 6/14/01; 86-15-020 (Order 86-1, Resolution No. 86-1), § 132K-122-100, filed 7/11/86; Order 37, § 132K-122-100, filed 9/2/77.]

## Title 132V WAC

# COMMUNITY COLLEGES— TACOMA COMMUNITY COLLEGE

### Chapters

- 132V-120** Code of student rights and responsibilities.
- 132V-300** Grievance procedure—Sexual harassment, sex discrimination, and disability discrimination.
- 132V-400** Loss of eligibility—Student athletic participation.

### Chapter 132V-120 WAC

#### CODE OF STUDENT RIGHTS AND RESPONSIBILITIES

#### WAC

- 132V-120-020 Definitions.
- 132V-120-030 Jurisdiction.
- 132V-120-040 Student rights.
- 132V-120-050 Student responsibilities.
- 132V-120-060 Authority of the president to prohibit trespass.
- 132V-120-070 Summary suspension proceedings.
- 132V-120-080 Notice of summary proceedings.
- 132V-120-090 Procedures of summary suspension hearing.
- 132V-120-100 Decision by dean for student services.
- 132V-120-110 Notice of suspension.
- 132V-120-120 Suspension for failure to appear.
- 132V-120-130 Appeal of summary suspension.
- 132V-120-150 Purpose of disciplinary actions.
- 132V-120-160 Disciplinary action.
- 132V-120-170 Initiation of disciplinary proceedings.
- 132V-120-180 Disciplinary proceedings.
- 132V-120-190 Repealed.
- 132V-120-200 Composition of student rights and responsibilities committee.
- 132V-120-210 Hearing procedures before the student rights and responsibilities committee.
- 132V-120-220 Conduct of hearings.
- 132V-120-240 Decision by the committee.
- 132V-120-241 Notification of decision and sanctions imposed.
- 132V-120-245 Appeal process.
- 132V-120-250 Repealed.
- 132V-120-270 Student grievances.
- 132V-120-280 Grievances excluded from this section.
- 132V-120-290 Grievance procedures.
- 132V-120-330 Repealed.

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

- 132V-120-190 Appeals. [Statutory Authority: RCW 28B.50.140(13), 88-23-072 (Order 88-1), § 132V-120-190, filed 11/17/88; 85-02-004 (Order 84-1), § 132V-120-190, filed 12/21/84. Formerly WAC 132V-16-040.] Repealed by 01-24-004, filed 11/21/01, effective 12/22/01. Statutory Authority: RCW 28B.50.140(13).
- 132V-120-250 Final decision regarding disciplinary action. [Statutory Authority: RCW 28B.50.140(13), 88-23-072 (Order 88-1), § 132V-120-250, filed 11/17/88; 85-02-004