

# Title 132E WAC

## COMMUNITY COLLEGES—EVERETT COMMUNITY COLLEGE

<b>Chapters</b>			
<b>132E-16</b>	<b>Traffic regulations of Everett Community College.</b>	132E-12-033	Appointment. [Order 1-69, § 132E-12-033, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
<b>132E-108</b>	<b>Practice and procedure.</b>	132E-12-036	Powers and duties. [Order 1-69, § 132E-12-036, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
<b>132E-120</b>	<b>Student rights and responsibilities.</b>		
<b>132E-124</b>	<b>Conduct policies on college campuses.</b>		
<b>132E-128</b>	<b>Tenure policy.</b>	132E-12-037	The appointing authority. [Order 1-69, § 132E-12-037, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
<b>132E-130</b>	<b>Everett Community College policy and regulations governing reduction in force.</b>	132E-12-039	Content. [Order 1-69, § 132E-12-039 (codified as WAC 132E-12-039), filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
<b>132E-133</b>	<b>Organization.</b>		
<b>132E-137</b>	<b>College facility use agreement.</b>		
<b>132E-161</b>	<b>Policy regarding admission and registration regulations and procedures.</b>	132E-12-042	Amendment. [Order 1-69, § 132E-12-042, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
<b>132E-276</b>	<b>Governing access to public records.</b>		
<b>132E-400</b>	<b>Loss of eligibility—Student athletic participation.</b>	132E-12-045	Allocation. [Order 1-69, § 132E-11-045 (codified as WAC 132E-12-045), filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.

### DISPOSITION OF CHAPTERS FORMERLY CODIFIED IN THIS TITLE

#### Chapter 132E-12 UNIFORM PERSONNEL RULES FOR THE CLASSIFIED STAFF SERVICE OF EVERETT AND EDMONDS COMMUNITY COLLEGES

132E-12-003	Purpose. [Order 1-69, § 132E-12-003, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-048	Interpretation of specifications. [Order 1-69, § 132E-12-048, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-006	Positions covered by the rules. [Order 1-69, § 132E-12-006, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-051	Use in allocation. [Order 1-69, § 132E-12-051, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-009	Adoption of rules. [Order 1-69, § 132E-12-009, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-054	Use in examination. [Order 1-69, § 132E-12-054, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-012	Amendment of rules. [Order 1-69, § 132E-12-012, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-057	Statements of general qualifications. [Order 1-69, § 132E-12-057, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-015	Definition of terms. [Order 1-69, § 132E-12-015, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-060	Authority. [Order 1-69, § 132E-12-060, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-018	Organization. [Order 1-69, § 132E-12-018, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-063	Use of class titles. [Order 1-69, § 132E-12-063, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-021	Compensation. [Order 1-69, § 132E-12-021, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-066	General policies. [Order 1-69, § 132E-12-066, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-024	Election of officers. [Order 1-69, § 132E-12-024, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-069	Content. [Order 1-69, § 132E-069 (codified as WAC 132E-12-069), filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-027	Meetings. [Order 1-69, § 132E-12-027, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-072	Amendment. [Order 1-69, § 132E-12-072, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-030	Powers and duties. [Order 1-69, § 132E-12-030, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-075	Payroll certification. [Order 1-69, § 132E-12-075, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
		132E-12-078	Hours of work. [Order 1-69, § 132E-12-078, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.

132E-12-084	Rest periods. [Order 1-69, § 132E-12-084, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-204	Open-continuous examinations. [Order 1-69, § 132E-12-204, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-087	Holidays. [Order 1-69, § 132E-12-087, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-207	Conduct of examinations. [Order 1-69, § 132E-12-207, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-096	Annual leave. [Order 1-69, § 132E-12-096, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-210	Anonymity of applicants. [Order 1-69, § 132E-12-210, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-120	Sick leave. [Order 1-69, § 132E-12-120, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-212	Merit lists. [Order 1-69, § 132E-12-212, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-144	Military training leave with pay. [Order 1-69, § 132E-12-144, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-215	Layoff lists. [Order 1-69, § 132E-12-215, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-147	Military leave without pay. [Order 1-69, § 132E-12-147, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-228	Unranked lists. [Order 1-69, § 132E-12-228, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-150	Leave for civil duty. [Order 1-69, § 132E-12-150, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-231	Duration of eligible lists. [Order 1-69, § 132E-12-231, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-153	Leave of absence without pay. [Order 1-69, § 132E-12-153, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-261	Removal of names from eligible lists. [Order 1-69, § 132E-12-261, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-165	Absence without authorized leave. [Order 1-69, § 132E-12-165, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-264	Comparable lists. [Order 1-69, § 132E-12-264, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-168	Selection by examination. [Order 1-69, § 132E-12-168, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-267	Availability of eligibles. [Order 1-69, § 132E-12-267, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-171	Content of announcements. [Order 1-69, § 132E-12-171, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-270	Request for employees. [Order 1-69, § 132E-12-270, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-174	Distribution of announcements. [Order 1-69, § 132E-12-174, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-273	Method of certification. [Order 1-69, § 132E-12-273, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-177	Open competitive examinations. [Order 1-69, § 132E-12-177, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-276	Ranked lists. [Order 1-69, § 132E-12-276, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-180	Promotional examinations. [Order 1-69, § 132E-12-180, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-279	Related lists. [Order 1-69, § 132E-12-279, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-183	Forms of application. [Order 1-69, § 132E-12-183, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-281	Selection. [Order 1-69, § 132E-12-281, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-186	Freedom from bias. [Order 1-69, § 132E-12-186, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-284	Probationary appointments. [Order 1-69, § 132E-12-284, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-189	Admission to examination. [Order 1-69, § 132E-12-189, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-287	Provisional appointments. [Order 1-69, § 132E-12-287, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-192	Disqualification of applicants. [Order 1-69, § 132E-12-192, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-290	Transfer. [Order 1-69, § 132E-12-290, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-195	Original examinations. [Order 1-69, § 132E-12-195, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-293	Demotion. [Order 1-69, § 132E-12-293, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-198	Promotional examinations. [Order 1-69, § 132E-12-198, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-296	Purpose. [Order 1-69, § 132E-12-296, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-201	Noncompetitive examinations. [Order 1-69, § 132E-12-201, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-299	Duration. [Order 1-69, § 132E-12-299, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No.

	88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-353	Election of representative organization notice. [Order 1-69, § 132E-12-353, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-302	Removal during the probationary period. [Order 1-69, § 132E-12-302, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-356	Election rules—Ballots. [Order 1-69, § 132E-12-356, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-305	Demotion during probationary period. [Order 1-69, § 132E-12-305, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-359	Majority of votes required. [Order 1-69, § 132E-12-359, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-306	Duration trial service period. [Order 1-69, § 132E-12-306, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-362	Representation upon certification. [Order 1-69, § 132E-12-362, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-307	Reversion during the trial service period. [Order 1-69, § 132E-12-307, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-365	Decertification. [Order 1-69, § 132E-12-365, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-308	Separation. [Order 1-69, § 132E-12-308, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-368	Personnel matters. [Order 1-69, § 132E-12-368, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-311	Resignation. [Order 1-69, § 132E-12-311, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-371	Grievance procedure. [Order 1-69, § 132E-12-371, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-314	Reduction in force—Layoff. [Order 1-69, § 132E-12-314, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-374	Payroll deduction. [Order 1-69, § 132E-12-374, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-317	Dismissal. [Order 1-69, § 132E-12-317, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-377	Contract duration. [Order 1-69, § 132E-12-377, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-320	Abandonment of position. [Order 1-69, § 132E-12-320, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-380	Filing—Conflict with Civil Service Act. [Order 1-69, § 132E-12-380, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-323	Disciplinary action. [Order 1-69, § 132E-12-323, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-383	Conferences on disputes. [Order 1-69, § 132E-12-383, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-326	Suspension. [Order 1-69, § 132E-12-326, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-386	Hearing on disputes. [Order 1-69, § 132E-12-386, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-329	Demotion. [Order 1-69, § 132E-12-329, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-389	Service ratings. [Order 1-69, § 132E-12-389, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-332	Who may appeal. [Order 1-69, § 132E-12-332, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-392	Education and training. [Order 1-69, § 132E-12-392, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-335	Procedures for hearing appeals. [Order 1-69, § 132E-12-335, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-395	Outside course work. [Order 1-69, § 132E-12-395, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-338	Agreement between agencies and employee organizations. [Order 1-69, § 132E-12-338, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-398	Classes during working hours—Compensation—Authorization. [Order 1-69, § 132E-12-398, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-341	Notice of intent by employee organization. [Order 1-69, § 132E-12-341, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-401	Special training programs. [Order 1-69, § 132E-12-401, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-344	Determination of bargaining unit. [Order 1-69, § 132E-12-344, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-404	Political activity. [Order 1-69, § 132E-12-404, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-347	Bargaining factors. [Order 1-69, § 132E-12-347, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-407	Outside employment. [Order 1-69, § 132E-12-407, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.
132E-12-350	Certification by director—Notice of petition. [Order 1-69, § 132E-12-350, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-12-410	False statements—Fraud. [Order 1-69, § 132E-12-410, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.

132E-12-413	Bribery. [Order 1-69, § 132E-12-413, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-112-110	Privacy for voter—Equipment. [Order 72-1, § 132E-112-110, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-12-416	Interference by officials. [Order 1-69, § 132E-12-416, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-112-120	Folding ballot—Ballot box. [Order 72-1, § 132E-112-120, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-12-419	Penalties. [Order 1-69, § 132E-12-419, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-112-130	Challenged ballot—Procedure. [Order 72-1, § 132E-112-130, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-12-422	Discrimination. [Order 1-69, § 132E-12-422, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-112-140	Employees present entitled to vote—Sealing ballot box—Unused ballots. [Order 72-1, § 132E-112-140, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-12-425	Personnel records. [Order 1-69, § 132E-12-425, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-112-150	Absentee voting. [Order 72-1, § 132E-112-150, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-12-428	Roster. [Order 1-69, § 132E-12-428, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-112-160	Election inspector's duties after voting has terminated. [Order 72-1, § 132E-112-160, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-12-431	Reports to the personnel director. [Order 1-69, § 132E-12-431, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-112-170	Disposition of challenged ballots—Tally sheets—Investigation by chief election officer. [Order 72-1, § 132E-112-170, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-12-434	Public records. [Order 1-69, § 132E-12-434, filed 1/3/69.] Repealed by 88-17-083 (Order 88-8-2, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: Chapters 28B.16 and 28B.19 RCW.	132E-112-180	Counting of ballots—Procedure—Certification of results of election—Retention of ballots—Signed voting lists. [Order 72-1, § 132E-112-180, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
<b>Chapter 132E-112 PROCEDURES FOR ADMINISTERING THE PROFESSIONAL NEGOTIATIONS LAW FOR COMMUNITY COLLEGE DISTRICT V</b>			
132E-112-010	Academic employees—Elections and recognition—Procedures—Purpose. [Order 72-1, § 132E-112-010, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-112-190	Electioneering within the polls forbidden. [Order 72-1, § 132E-112-190, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-112-020	Definitions. [Order 72-1, § 132E-112-020, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-112-200	Contest of election—Time for filing objections—Investigation of objections. [Order 72-1, § 132E-112-200, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-112-030	Request for election—Canvass of academic employees by independent and neutral person or association. [Order 72-1, § 132E-112-030, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-112-210	Persons eligible to vote—Definition of "academic employee." [Order 72-1, § 132E-112-210, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-112-040	Notice of election—Organization to be included on ballot—Time for filing. [Order 72-1, § 132E-112-040, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-112-220	Election determined by majority of valid votes cast—Run-off election. [Order 72-1, § 132E-112-220, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-112-050	Contents of notice of election—Designation of chief election officer—Duties. [Order 72-1, § 132E-112-050, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-112-230	Time lapse for new election. [Order 72-1, § 132E-112-230, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.
132E-112-060	List of academic employees—Posting of list. [Order 72-1, § 132E-112-060, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	<b>Chapter 132E-116 TRAFFIC REGULATIONS OF EDMONDS COMMUNITY COLLEGE</b>	
132E-112-070	Election inspectors—Duties—Right to challenge voter—Improper conduct. [Order 72-1, § 132E-112-070, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-116-001	Purpose for adopting rules. [Order 77-1-2, § 132E-116-001, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-112-080	Ballots. [Order 72-1, § 132E-112-080, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-116-004	Applicable traffic rules and regulations. [Order 77-1-2, § 132E-116-004, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-112-090	Record of vote—Signature—Challenge. [Order 72-1, § 132E-112-090, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-116-008	Permits required for vehicles on campus. [Order 77-1-2, § 132E-116-008, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-112-100	Incorrectly marked ballot. [Order 72-1, § 132E-112-100, filed 2/1/73, effective 3/9/73.] Repealed by 88-10-014 (Order 88-4-2, Resolution No. 88-4-2), filed 4/26/88. Statutory Authority: RCW 28B.52.080.	132E-116-012	Valid permit. [Order 77-1-2, § 132E-116-012, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
		132E-116-016	Transfer of permits. [Order 77-1-2, § 132E-116-016, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1,

	Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.		1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-116-020	Permit revocation. [Order 77-1-2, § 132E-116-020, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-116-104	Fines and penalties. [Order 77-1-2, § 132E-116-104, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-116-024	Right to refuse permit. [Order 77-1-2, § 132E-116-024, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-116-108	Appeal of fines and penalties. [Order 77-1-2, § 132E-116-108, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-116-028	Issuance of permits. [Order 77-1-2, § 132E-116-028, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-116-112	Enforcement. [Order 77-1-2, § 132E-116-112, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-116-032	Display of permits. [Order 77-1-2, § 132E-116-032, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-116-116	Liability of college. [Order 77-1-2, § 132E-116-116, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-116-036	Parking permit fees. [Order 77-1-2, § 132E-116-036, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-116-120	Severability. [Order 77-1-2, § 132E-116-120, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-116-040	Refund of fees. [Order 77-1-2, § 132E-116-040, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-116-124	Adoption. [Order 77-1-2, § 132E-116-124, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.
132E-116-044	Additional vehicles. [Order 77-1-2, § 132E-116-044, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	<b>Chapter 132E-121</b> <b>COLLEGE PROCEDURES ON DISCLOSURE OF STUDENT INFORMATION</b>	
132E-116-048	Failure to register. [Order 77-1-2, § 132E-116-048, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-121-010	Disclosure of student information. [Statutory Authority: Chapter 28B.50 RCW and 34 CFR 99FERPA. 97-24-056, § 132E-121-010, filed 12/1/97, effective 1/1/98. Statutory Authority: Chapter 28B.19 RCW. 88-18-028 (Order 88-8-3, Resolution No. 88-8-1), § 132E-121-010, filed 8/30/88.] Decoded and amended by 00-17-015, filed 8/3/00, effective 9/3/00. Statutory Authority: RCW 28B.50.140. Recodified as WAC 132E-120-160.
132E-116-052	Parking permit exceptions. [Order 77-1-2, § 132E-116-052, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	<b>Chapter 132E-129</b> <b>WASHINGTON COMMUNITY COLLEGE DISTRICT 5 REDUCTION IN FORCE POLICY</b>	
132E-116-056	Parking within designated spaces. [Order 77-1-2, § 132E-116-056, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-129-001	Reduction in force. [Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852. 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), § 132E-129-001, filed 5/23/79.] Repealed by 82-23-063 (Order 82-11-1, Resolution No. 82-11-1), filed 11/17/82. Statutory Authority: RCW 28B.50.140.
132E-116-060	Locating legal parking space. [Order 77-1-2, § 132E-116-060, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-129-010	Community College District 5—Reduction in force policy for tenured and probationary faculty employees. [Order 73-1, § 132E-129-010, filed 11/29/73, effective 1/1/74.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-116-064	Motorcycle parking. [Order 77-1-2, § 132E-116-064, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-129-020	Community College District 5—Procedure for reduction in force—Creation of special review committee. [Order 73-1, § 132E-129-020, filed 11/29/73, effective 1/1/74.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-116-068	Bicycle parking. [Order 77-1-2, § 132E-116-068, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	<b>Chapter 132E-136</b> <b>POLICIES ON USE OF COLLEGE FACILITIES</b>	
132E-116-072	Handicapped parking. [Order 77-1-2, § 132E-116-072, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-136-010	Everett Community College public use of college facilities. [Order 72-1, § 132E-136-010, filed 2/1/73, effective 3/9/73.] Repealed by 87-14-002 (Order 87-6-5, Resolution No. 87-6-5), filed 6/18/87. Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW.
132E-116-076	Disabled or inoperative vehicles. [Order 77-1-2, § 132E-116-076, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-136-020	Everett Community College public use of college facilities—Permission granted by president. [Order 72-1, § 132E-136-020, filed 2/1/73, effective 3/9/73.] Repealed by 87-14-002 (Order 87-6-5, Resolution No. 87-6-5), filed 6/18/87. Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW.
132E-116-080	Regulatory signs and directions. [Order 77-1-2, § 132E-116-080, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.	132E-136-030	Everett Community College public use of college facilities—Commercial activity on campus. [Order 72-1, § 132E-136-030, filed 2/1/73, effective 3/9/73.] Repealed by 87-14-002 (Order 87-6-5, Resolution No. 87-6-5), filed 6/18/87. Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW.
132E-116-084	Speed. [Order 77-1-2, § 132E-116-084, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.		
132E-116-088	Pedestrian's right of way. [Order 77-1-2, § 132E-116-088, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.		
132E-116-092	Report of accident. [Order 77-1-2, § 132E-116-092, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.		
132E-116-096	Special traffic/parking regulations and restrictions. [Order 77-1-2, § 132E-116-096, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-1, Resolution No. 85-1-1), filed 1/24/85. Statutory Authority: RCW 28B.50.140.		
132E-116-100	Issuance of traffic citations. [Order 77-1-2, § 132E-116-100, filed 2/3/77.] Repealed by 85-04-003 (Order 85-1-		

**Reviser's note:** Later promulgation, see chapter 132E-137 WAC.

## Chapter 132E-160

## ADMISSION AND REGISTRATION PROCEDURES

132E-160-010	Everett Community College—Admission—Requirements and procedures. [Order 72-1, § 132E-160-010, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW. Later promulgation, see chapter 132E-161 WAC.	132E-160-170	83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW. Registration procedures—Special registration—Late registration. [Order 72-1, § 132E-160-170, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-020	Everett Community College—Admission form. [Order 72-1, § 132E-160-020, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-180	Registration procedures—Change of registration. [Order 72-1, § 132E-160-180, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-030	Everett Community College—Registration deposit. [Order 72-1, § 132E-160-030, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-190	Auditing a course. [Order 72-1, § 132E-160-190, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-040	Everett Community College—Records fee. [Order 72-1, § 132E-160-040, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-200	Withdrawal from college. [Order 72-1, § 132E-160-200, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-050	Everett Community College—High school transcripts. [Order 72-1, § 132E-160-050, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-210	Withdrawal from college—Dropping a class. [Order 72-1, § 132E-160-210, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-060	Everett Community College—College transcripts. [Order 72-1, § 132E-160-060, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-220	Withdrawal from college—Transfer of credits within District 5. [Order 72-1, § 132E-160-220, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-070	Everett Community College—Washington precollege test. [Order 72-1, § 132E-160-070, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-230	Residency requirements. [Order 72-1, § 132E-160-230, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-080	Everett Community College—Health reports. [Order 72-1, § 132E-160-080, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-240	Military credit. [Order 72-1, § 132E-160-240, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-090	Registration procedures. [Order 72-1, § 132E-160-090, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-250	Edmonds Community College admission and registration policy—Admission requirements. [Order 72-1, § 132E-160-250, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-100	Registration procedures—Registration appointment. [Order 72-1, § 132E-160-100, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-260	Edmonds Community College admission and registration policy—Application procedure. [Order 72-1, § 132E-160-260, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-110	Registration procedures—Registration planning. [Order 72-1, § 132E-160-110, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-270	Edmonds Community College admission and registration policy—Required testing. [Order 72-1, § 132E-160-270, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-120	Registration procedures—Responsibility for educational program. [Order 72-1, § 132E-160-120, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-280	Edmonds Community College admission and registration policy—Educational planning. [Order 72-1, § 132E-160-280, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-130	Registration procedures—Registration fees. [Order 72-1, § 132E-160-130, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-290	Edmonds Community College admission and registration policy—Withdrawal from a course. [Order 72-1, § 132E-160-290, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-140	Registration procedures—Quarterly registration fees. [Order 72-1, § 132E-160-140, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-300	Edmonds Community College admission and registration policy—Withdrawals from college. [Order 72-1, § 132E-160-300, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-150	Registration procedures—Refunding fees. [Order 72-1, § 132E-160-150, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.	132E-160-310	Edmonds Community College admission and registration policy—Refunding fees. [Order 72-1, § 132E-160-310, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
132E-160-160	Registration procedures—Veterans exemption. [Order 72-1, § 132E-160-160, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No.		

- 132E-160-320 Edmonds Community College admission and registration policy—Schedule changes. [Order 72-1, § 132E-160-320, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
- 132E-160-330 Edmonds Community College admission and registration policy—Audit. [Order 72-1, § 132E-160-330, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
- 132E-160-340 Edmonds Community College admission and registration policy—Student credit load and limitations. [Order 72-1, § 132E-160-340, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
- 132E-160-350 Edmonds Community College admission and registration policy—Petition. [Order 72-1, § 132E-160-350, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.
- 132E-160-360 Edmonds Community College admission and registration policy—Residence classification policy. [Order 72-1, § 132E-160-360, filed 2/1/73, effective 3/9/73.] Repealed by 83-10-025 (Order 83-4-6, Resolution No. 83-4-6), filed 4/28/83. Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW.

**Reviser's note:** Further promulgation of rules for Edmonds Community College may be found in Title 132Y WAC.

**Chapter 132E-168  
LIBRARY CODE**

- 132E-168-010 Everett Community College—Library code—Definitions. [Order 72-1, § 132E-168-010, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.
- 132E-168-020 Everett Community College—Loan time periods. [Order 72-1, § 132E-168-020, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.
- 132E-168-030 Everett Community College—Number of items that may be borrowed. [Order 72-1, § 132E-168-030, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.
- 132E-168-040 Everett Community College—Renewal of library materials. [Order 72-1, § 132E-168-040, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.
- 132E-168-050 Everett Community College—Fines. [Order 72-1, § 132E-168-050, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.
- 132E-168-060 Everett Community College—Reserves. [Order 72-1, § 132E-168-060, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.
- 132E-168-070 Everett Community College—Hours of opening. [Order 72-1, § 132E-168-070, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.
- 132E-168-080 Everett Community College—Archival materials. [Order 72-1, § 132E-168-080, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.
- 132E-168-090 Edmonds Community College library—Media center. [Order 72-1, § 132E-168-090, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-006 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.

**Chapter 132E-16 WAC  
TRAFFIC REGULATIONS OF EVERETT  
COMMUNITY COLLEGE**

**WAC**

- 132E-16-001 Objectives of traffic rules and regulations.
- 132E-16-003 Definitions.
- 132E-16-005 Applicable traffic rules and regulations.
- 132E-16-008 Authority.
- 132E-16-010 Permits required for vehicles on campus.
- 132E-16-011 Failure to register.
- 132E-16-012 Display of permits.
- 132E-16-013 Permit holder responsibilities.
- 132E-16-014 Permit periods.
- 132E-16-015 Parking.
- 132E-16-020 Speed.
- 132E-16-030 Regulatory signs and directions.
- 132E-16-040 Pedestrians—Right of way.
- 132E-16-070 Inoperative vehicles—Impounding.
- 132E-16-090 Special traffic and parking regulations and restrictions authorized.
- 132E-16-094 Motorcycle parking.
- 132E-16-095 Bicycle parking.
- 132E-16-130 Permit revocation.
- 132E-16-140 Transferable parking permits—Staff member.
- 132E-16-215 Parking permit fee, service fee and parking fine.
- 132E-16-220 Procedure—Issuance of traffic violation notice.
- 132E-16-230 Traffic violation notice—Appeal procedure.
- 132E-16-240 Fines and penalties.
- 132E-16-280 Impounding of vehicles.
- 132E-16-285 Impoundment without notice.
- 132E-16-290 Traffic accident—Reporting.
- 132E-16-300 Motor bikes, bicycles, skateboards, roller blades, etc.—  
Operation on the EvCC campus.
- 132E-16-320 Tourists.
- 132E-16-330 Visitors, guests and special parking.
- 132E-16-340 Adoption.

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

- 132E-16-050 Parking—Permits required. [Order 1969-2, § 132E-16-050, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-060 Parking within designated spaces. [Order 1969-2, § 132E-16-060, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-080 Exceptions from traffic and parking restrictions. [Order 1969-2, § 132E-16-080, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-100 Authorization for issuance of permits. [Order 1969-2, § 132E-16-100, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-110 Number of parking areas. [Order 1969-2, § 132E-16-110, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-120 Allocation of parking space. [Order 1969-2, § 132E-16-120, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-150 Faculty and staff permit periods. [Order 1969-2, § 132E-16-150, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-160 Fees for permits for student upper lot parking. [Order 1969-2, § 132E-16-160, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-170 Payment for parking permits. [Order 1969-2, § 132E-16-170, filed 2/3/69; Emergency Orders, filed 2/3/69,

- 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-180 Display of permits. [Order 1969-2, § 132E-16-180, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-190 Responsibility of person to whom permit issued. [Order 1969-2, § 132E-16-190, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-200 Issuance of parking permits. [Order 1969-2, § 132E-16-200, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-210 Location of parking areas. [Order 1969-2, § 132E-16-210, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-250 Mitigation and suspension of penalties. [Order 1969-2, § 132E-16-250, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-260 Enforcement of determination of the dean of students. [Order 1969-2, § 132E-16-260, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-270 Regulatory signs, markings, barricades, etc. [Order 1969-2, § 132E-16-270, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).
- 132E-16-310 Delegations of authority. [Order 1969-2, § 132E-16-310, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.] Repealed by 98-17-074, filed 8/18/98, effective 9/18/98. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10).

**WAC 132E-16-001 Objectives of traffic rules and regulations.** (1) To facilitate the operations of Everett Community College (EvCC) by assuring access to it by vehicles; and

(2) To provide safe pedestrian, bicycle, and vehicular traffic ingress and egress to the EvCC campus and satellite sites; and

(3) To assure access to the EvCC campus and satellite sites at all times for emergency, maintenance and custodial equipment; and

(4) To minimize traffic disturbance during class hours; and

(5) To manage and to enforce vehicular traffic and parking on the EvCC campus and satellite sites.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-001, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-001, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-003 Definitions. Everett Community College (EvCC):** For the purpose of these rules and regulations, the EvCC campus includes all property owned or operated by the college including the main campus, the EvCC Fitness Center (gym), Aviation Training Center at Paine Field, the Advanced Technology Training Center (ATTC) in South Everett, and the Cosmetology facility in Marysville, or any street, roadway, or parking lot owned, leased, or maintained by EvCC.

These rules and regulations shall also be applicable to all state lands which are or may hereafter be devoted mainly to

educational, research, recreational, or parking activities of Everett Community College.

**Staff:** All employees - full-time and part-time - of Everett Community College and those employees of Western Washington University and Edmonds Community College whose duty station is on the EvCC campus.

**EvCC parking lots:** Located as follows:

Between North Broadway on the east, Wetmore Avenue on the west, Tower Street on the north and 10th Street on the south.

East and west of Waverly Avenue at Tower Street.

Physical Education/Fitness Center (gym) - 1220 Rockefeller Street.

Aviation training site - Paine Field.

ATTC - south Everett.

Cosmetology - Marysville.

**Guest:** A person or group of people who are on the EvCC campus at the invitation of the college or who are attending an event, training, a seminar, or a class for which space has been rented, leased, or provided by the college, tenants of the college and their clientele. Note: Clientele of tenants of EvCC are subject to the provisions of this code: Payment of parking fees of clientele of tenants may be arranged through the tenant lease agreement or paid by the client.

**Visitor:** A person or group of people visiting the EvCC campus who are not employees, students, or guests of the college.

**Unresolved violation notice:** An unresolved traffic violation notice is one for which the violator has failed to pay the fine in the time required; or for which the appeal has been completed and the judgment on review was "sustained," but the violator has failed to pay the fine.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-003, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-005 Applicable traffic rules and regulations.** In addition to these rules and regulations, the traffic laws and regulations of the state of Washington, Snohomish County, city of Everett and city of Marysville apply.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-005, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-005, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-008 Authority.** (1) The Everett Community College director of campus safety and the security staff have the authority to enforce these rules and regulations. They may issue parking and traffic citations, impose fines, impound and/or immobilize vehicles, and control and regulate traffic as set forth in these rules and regulations.

(2) The college security office is authorized to issue all permits to park a motor vehicle on the EvCC campus.

(3) The EvCC security office is authorized to place signs, barricades, and other structures and to paint marks and other pedestrian and traffic directions upon/or in the EvCC campus parking lots for the regulation of traffic and parking that will provide safe ingress to and egress from the EvCC campus.

(4) The authority and powers conferred upon the Everett Community College director of campus safety by these regulations shall be subject to delegation by him/her to his/her subordinates, or a designee in writing.



[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-008, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-010 Permits required for vehicles on campus.** (1) No person shall stop, park, or leave a motor vehicle upon grounds maintained by Everett Community College without a parking permit issued by the college security office.

(a) Businesses engaged in delivery service to the campus are exempt from obtaining a parking permit.

(b) Vendors and those engaged in product sales are required to obtain a "vendor" parking permit.

(2) Upon payment of the parking permit fee and registration of their vehicles at the security office, students and staff shall be issued the appropriate staff or student parking permits. A current, unexpired parking permit which is displayed as directed by the security office, shall constitute a valid permit and evidence of permission by EvCC to stop, park or leave a vehicle upon grounds owned, operated, or maintained by Everett Community College.

A temporary parking permit may be authorized by the security office for short-term classes, seminars, conferences, and/or events.

(3) When a staff member or student acquires a new or different vehicle it shall be necessary to register the new vehicle with the college security office when it is first driven onto campus. No new fees for parking will be required and a new permit will be issued if necessary.

(4) Guests of EvCC may obtain "guest" parking permits by registering their vehicles at the security office. The guest will be instructed to display the parking permit on the dashboard at the driver's side of the vehicle with the permit date able to be read from outside the vehicle.

(5) Failure to purchase or obtain an EvCC parking permit and to properly display the permit is a violation of these rules and regulations.

(6) Parking permits will not be required of government owned and licensed vehicles.

(7) Provisions within negotiated labor agreements of the college will be honored.

(8) Clientele of tenants of EvCC are subject to the provisions of this code. Payment of parking fees of clientele of tenants may be arranged through the tenant's lease agreement or paid by the client.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-010, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-010, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-011 Failure to register.** Persons other than those exempted elsewhere in these regulations who park a motor vehicle on the EvCC campus and who fail to obtain a valid parking permit are in violation of these rules and regulations.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-011, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-012 Display of permits.** The EvCC parking permit shall be displayed in accordance with these regulations. Expired student parking permits shall be removed before the new permit is attached to the vehicle. The permit shall be displayed in or on a vehicle and must be

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positioned so that the permit number and any expiration date are clearly visible to parking enforcement staff. Expired staff parking permits should be removed. Parking permits not displayed in accordance with the provisions of this section is a violation of these rules and regulations. Parking permits shall be displayed by the first day of the second week of each academic quarter.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-012, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-013 Permit holder responsibilities.** Pursuant to these regulations, any person issued a valid parking permit shall be responsible for all violations involving the vehicle for which the permit was issued. Improper operation of a vehicle with a valid EvCC parking permit on the EvCC campus by someone other than the registered holder of the parking permit shall not relieve the registrant of responsibility for his/her vehicle.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-013, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-014 Permit periods.** All staff parking on the EvCC campus shall be on a permit basis. Staff permits may be purchased by the quarter or annually. Student parking permits shall be purchased quarterly.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-014, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-015 Parking.** (1) The director of campus safety is authorized to designate and to mark the various parking areas and spaces on the EvCC campus with numbers or letters and by the posting of signs in these areas.

(2) No vehicle shall be parked on the EvCC campus except in those areas specifically set aside and designated as vehicle parking areas. Every vehicle parked on campus must be parked within a single defined parking space. The fact that other vehicles are parked so as to require occupying a portion of more than one space shall not constitute an excuse for a violation of this section.

(3) No vehicle shall be parked in a parking space without a permit for that specific area or space, except as provided for in other sections of these regulations.

(4) Only vehicles needed for maintenance and landscaping may be parked on planted grounds, or on any walkways or pathways intended for pedestrians.

(5) No vehicle may be parked in colored curb zones, fire lanes, driveways, pedestrian walkways, or loading and service areas.

(6) No vehicle shall be parked in such a manner that when the parked vehicle reenters the traffic, entry will be against the designated parking lot traffic flow.

(7) Parking spaces will be designated for staff, visitor, car pool, disabled persons, and reserved. The allocated parking spaces are exclusively for use by those designated, provided that the appropriate parking permits are obtained by the users and are displayed properly upon their vehicles. People with disabilities - staff, visitors, and students - shall be given parking priority whenever possible within close proximity to offices, classrooms, or access ways.

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(8) No student or staff member shall park in a handicapped designated parking space without possessing either a Washington state permanent handicapped permit or an EvCC temporary handicapped parking permit approved by the center for disability services and issued by the college security office. A visitor to EvCC may park in a handicapped space only with a valid Washington state handicapped parking permit and an EvCC visitor's pass issued by the security office.

(9) After 1:00 p.m., student "car pool" parking on the EvCC campus will be "open parking," and after 7:00 p.m., parking on the EvCC campus will be "open parking."

(10) The exception to the "open parking" section will be during an emergency or during a special event involving the EvCC campus.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-015, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-020 Speed.** (1) No person shall drive a motor vehicle upon the EvCC campus at a speed greater than is reasonable and prudent under the conditions and having regard to the actual and potential hazards then existing. In every event speed shall be so controlled as may be necessary to avoid colliding with any person, vehicle, or other conveyance on or entering the campus in compliance with legal requirements and the duty of all persons to use due care.

(2) No one shall operate a motor vehicle on EvCC grounds, streets, walks, parking lots or maintained sites for the purpose of testing, racing or other activities deemed unlawful by code WAC 132E-16-005.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-020, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-020, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-030 Regulatory signs and directions.** Drivers of vehicles operated on the EvCC campus shall obey all posted regulatory traffic and parking signs. Drivers shall also comply with reasonable verbal directions given by employees of the EvCC security office.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-030, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-030, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-040 Pedestrians—Right of way.** (1) Stopping for pedestrian. The operator of an approaching vehicle shall stop and remain stopped to allow a pedestrian to cross the roadway within a crosswalk unmarked or marked when the pedestrian is upon or within one lane of the half of the roadway upon which the vehicle is traveling or onto which it is turning.

(2) Pedestrian sudden movements. No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close that it is impossible for the driver to stop.

(3) Subsection (1) of this section shall not apply under the conditions stated in subsection (6) of this section.

(4) Overtaking vehicles stopped for pedestrian. Whenever any vehicle is stopped at a marked crosswalk or at any unmarked crosswalk at an intersection to permit a pedestrian to cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake and pass such stopped vehicle.

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(5) Yield right of way. Every pedestrian crossing a roadway at any point other than in a marked crosswalk or within an unmarked crosswalk at an intersection shall yield the right of way to all vehicles upon the roadway.

(6) Curb ramps. Where curb ramps exist at or adjacent to intersections or at marked crosswalks in other locations, disabled persons may enter the roadway from the curb ramps and cross the roadway within or as closely as practicable to the crosswalk. All other pedestrian rights and duties as defined elsewhere in this code remain applicable.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-040, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-040, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-070 Inoperative vehicles—Impounding.** No vehicle shall be parked on the EvCC campus for a period in excess of twenty-four hours without the approval of the college security office. Students and members of EvCC staff may leave their vehicles parked in a designated campus parking area in excess of the twenty-four hour rule only while away from EvCC on official EvCC business and upon proper notification to the security office. Vehicles parked in excess of twenty-four hours may be impounded and stored at the expense of the registered owner of the vehicle. Neither the college nor its employees shall be liable for loss or damage of any kind resulting from impounding and storage.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-070, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-070, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-090 Special traffic and parking regulations and restrictions authorized.** During special events or occasions that result in a greater than normal traffic flow and during any emergency, the college security office may impose additional traffic and parking regulations and/or restrictions involving vehicle speed and/or parking as deemed appropriate for the situation. Special traffic and parking restrictions will only be in effect as long as the situation dictates.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-090, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-090, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-094 Motorcycle parking.** In order to provide space on the EvCC campus, motorcycles shall only be parked in spaces designated and reserved for motorcycles. Motorcycles require an EvCC parking permit.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-094, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-095 Bicycle parking.** No bicycle shall be parked on a path or sidewalk, or on any landscaped area on the EvCC campus. Bicycles shall only be parked in areas designated and reserved for bicycles. No parking permit is required for the operation or parking of a bicycle on the EvCC campus.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-095, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-130 Permit revocation.** Parking permits may be revoked for any of the following reasons:

(1) When the purpose for which the permit was issued changes or no longer exists.

(2) When a permit is used on a vehicle not registered with the college security office.

(3) For willful or continued violation of college parking regulations.

(4) For falsification of information provided on the permit application.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-130, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-130, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-140 Transferable parking permits—Staff member.** A parking permit assigned to a vehicle owned by a staff member and registered with the security office is transferable to any vehicle owned by the staff member provided the alternate vehicle is also registered with the security office.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-140, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-140, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-215 Parking permit fee, service fee and parking fine.** (1) Parking permit fees, service fees and parking fines shall be established by the EvCC college president in collaboration with the bargaining units, administration and students, and published in a fee schedule.

(2) Payment for parking permits shall be made to the cashiers' office or by payroll deduction for employees who choose this method.

(3) The date established to file for payroll deduction for staff parking permits will be established each academic year by the payroll office.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-215, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-220 Procedure—Issuance of traffic violation notice.** Upon violation of any of these regulations, an employee or designee of the college security office may issue an EvCC traffic violation notice setting forth the date, violation time, violation location, the vehicle license number and general description of the vehicle, and nature of the violation. The traffic violation notice will be served by attaching the pink copy to the vehicle or by personally serving the traffic violation notice to the alleged violator.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-220, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-220, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-230 Traffic violation notice—Appeal procedure.** (1) Any traffic violation notice issued pursuant to these regulations shall direct the alleged violator to pay the specified fine at the security office or cashier's office. If the alleged violator elects to appeal the traffic violation notice, she/he shall provide the director of campus safety with a written explanation of the circumstances surrounding the alleged traffic violation within five working days of the issue date of the traffic violation notice. No appeal shall be accepted after five working days following issuance of the violation notice.

(2) Upon receipt of the written appeal for an alleged violation, the director of campus safety shall set a mutually

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agreeable date, time and location to review the alleged violation and written explanation of the circumstances surrounding the alleged violation. During the review, a representative of the college security office and a representative of the alleged violator may be present. The review shall be set for no later than five working days from receipt of the written appeal. Within three working days following the completion of the review, the director of campus safety shall issue a written decision concerning the appeal. The written decision shall be limited to: Traffic violation notice sustained - the violation occurred as stated; traffic violation not sustained - the violation did not occur as stated (case dismissed for lack of proper violation); traffic violation notice dismissed - the violation did not occur; traffic violation notice warning - the violation did occur and an admonishment given in lieu of a fine.

(3) In the event that the violator is a student and she/he fails to comply with the final decision of the director of campus safety, all further EvCC parking privileges of the student shall be forfeited, and the student may not be able to obtain college records or to register for subsequent quarters until all fines are paid.

(4) Staff members are responsible for following the procedures established in this section to resolve parking violation notices.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-230, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-230, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-240 Fines and penalties.** Fines for violations of these regulations shall be as follows:

(1) Fines will be levied for parking violations that occur on the EvCC campus. A schedule of fines shall be published in the EvCC Student Handbook and on the parking citation form, and a copy of the fine schedule shall be available in the security office.

(2) All violators who pay fines within two working days will have the assessed fines reduced by fifty percent.

(3) All EvCC staff and students who fail to display a current permit by the second week of classes shall be subject to receive a parking violation notice.

(4) If a student fails or refuses to pay an uncontested fine that has been outstanding for over five working days, the student may not be able to obtain college records or to register for subsequent quarters until all fines are paid.

(5) Upon the showing of mitigating circumstances, the college security office may grant an extension of time within which to comply with a traffic violation notice.

(6) Resolution of traffic violations is the responsibility of the violator.

(7) Unpaid traffic violations are unpaid debt owed to Everett Community College.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-240, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-240, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-280 Impounding of vehicles.** Any vehicle parked with more than five unresolved parking violations of these regulations or parked in violation of these regulations in excess of twenty-four hours may be impounded from the EvCC campus. The vehicle may be impounded and

stored following the issuance of a traffic violation notice by the EvCC security department. The traffic violation notice shall be posted at a conspicuous place on the vehicle. The cost incurred for the towing and storage of an impounded vehicle is the responsibility of the vehicle owner. Payment of impounding and storage fees is between the owner of the impounded vehicle and the tow/storage company. Vehicles impounded by means of an immobilizing device shall be charged a service fee according to the current fee schedule depicted in the EvCC Student Handbook. The college and its employees shall not be liable for loss or damage of any kind resulting from impounding and storage.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-280, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-280, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-285 Impoundment without notice.** A vehicle may be impounded without notice to the owner and/or operator under the following circumstances:

(1) When, in the judgment of the director of campus safety, or his/her designee, the vehicle is obstructing or impeding the flow of traffic on the EvCC campus; or

(2) When, in the judgment of the director of campus safety, or his/her designee, the vehicle poses an immediate threat to public safety.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-285, filed 8/18/98, effective 9/18/98.]

**WAC 132E-16-290 Traffic accident—Reporting.** The operator of any vehicle involved in a traffic accident on the EvCC campus which results in vehicle damage, property damage, and/or injury or death to another person, shall make a written report to the EvCC director of campus safety within twenty-four hours following the accident. The written report of the accident shall include complete details of the vehicle operator, the complete description of vehicles and persons involved, including vehicle passengers, and any witnesses present at the time of the accident. The report shall also include a detailed narrative describing the accident. Reporting a traffic accident to the EvCC director of campus safety does not relieve any person involved in a traffic accident on the EvCC campus from the responsibility to file a state of Washington motor vehicle accident report form.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-290, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-290, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-300 Motor bikes, bicycles, skateboards, roller blades, etc.—Operation on the EvCC campus.** No motor bike, bicycle, skateboard, roller blade or other variation of motorized or self-propelled device, excluding a wheelchair (or like conveyance) used by a disabled person, shall be driven or ridden on EvCC sidewalks or other pedestrian accesses at any time except for those specifically authorized by the EvCC security office.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-300, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-300, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-320 Tourists.** A tourist may drive through the EvCC campus parking lots without a parking per-

mit. If a tourist decides to park his/her vehicle on campus, the vehicle operator or designee must obtain a guest parking permit from the EvCC security office.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-320, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-320, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-330 Visitors, guests and special parking.** (1) A guest of the college shall be directed by the security office to park in any unrestricted parking space available on the EvCC campus. Those persons involved in testing, orienting, registering and admission to EvCC shall be considered guests for the purposes of this code.

(a) Complimentary parking permits may be given at the direction of the president of Everett Community College.

(b) Federal, state, county, city and school district personnel on official business and in vehicles with tax exempt license plates are exempt from obtaining an EvCC parking permit. A guest parking permit will be issued upon request by the vehicle operator.

(c) Vehicles owned by contractors and their employees working on campus construction shall be parked in designated areas as directed by the director of campus safety. A special permit shall be issued by the security office for each contractor's vehicle parking on the EvCC campus.

(d) Visiting academic or administrative personnel from other colleges or universities and guest speakers will be issued "guest parking permits" and may park in any unrestricted parking space available on the EvCC campus.

(e) Responsibility for making parking arrangements for guests will rest with the sponsoring department through the director of campus safety.

(f) Visitor parking may be metered. If visitor parking is metered, visitors to the college shall be directed to park in metered "visitor" parking stalls. Those parking at metered "visitor" parking stalls with "expired" time will be subject to a traffic violation notice. If visitor parking is not metered, visitors shall be directed to park in visitor parking stalls.

(2) Special permits.

(a) Guest parking permit will be issued to a person using vehicles other than their primary vehicles, on a temporary basis.

(b) The security office will assist college departments which sponsor functions such as conferences, seminars, dinners, and similar events in arranging reserved parking. Advance notice must be given in writing by the sponsoring department to the director of campus safety at least ten days prior to the event.

(c) One student car pool parking permit capable of being moved from one registered vehicle to another within a student car pool membership will be issued to each designated student car pool.

(d) Individual car pool permits will be issued to each member of a registered staff car pool.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10). 98-17-074, § 132E-16-330, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-330, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

**WAC 132E-16-340 Adoption.** The board of trustees of the Community College District No. 5 acting for the Everett Community College do hereby adopt these rules and regula-

tions for the safety of the students, staff and other users of the Everett Community College campus and for the safety of the general public and the general welfare of the public and property owners adjacent or near to the campus of Everett Community College.

Approved August 12, 1998, by motion 98-08-003.

This code is effective on the date established in RCW 34.05.380, following the code's adoption by the board of trustees, and shall remain in full force until revised or repealed.

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140(10), 98-17-074, § 132E-16-340, filed 8/18/98, effective 9/18/98; Order 1969-2, § 132E-16-340, filed 2/3/69; Emergency Orders, filed 2/3/69, 11/21/68.]

## Chapter 132E-108 WAC PRACTICE AND PROCEDURE

### WAC

132E-108-010	Adoption of model rules of procedure.
132E-108-020	Appointment of presiding officers.
132E-108-030	Method of recording.
132E-108-040	Application for adjudicative proceeding.
132E-108-050	Brief adjudicative procedures.
132E-108-060	Discovery.
132E-108-070	Procedure for closing parts of the hearings.
132E-108-080	Recording devices.

**WAC 132E-108-010 Adoption of model rules of procedure.** The model rules of procedure adopted by the chief administrative law judge pursuant to RCW 34.05.250, as now or hereafter amended, are hereby adopted for use at this institution. Those rules may be found in chapter 10-08 WAC. Other procedural rules adopted in this title are supplementary to the model rules of procedure. In the case of a conflict between the model rules of procedure and procedural rules adopted in this title, the procedural rules adopted by this institution shall govern. All procedural rules previously adopted at this institution are specifically repealed. These rules shall supersede all procedural rules previously adopted by this institution.

[Statutory Authority: Chapter 34.05 RCW, 90-09-006, § 132E-108-010, filed 4/5/90, effective 5/6/90.]

**WAC 132E-108-020 Appointment of presiding officers.** The president or president's designee shall designate a presiding officer for an adjudicative proceeding. The presiding officer shall be an administrative law judge, a member in good standing of the Washington State Bar Association, a panel of individuals, the president, or his or her designee, or any combination of the above. Where more than one individual is designated to be the presiding officer, one person shall be designated by the president or president's designee to make decisions concerning discovery, closure, means of recording adjudicative proceedings, and similar matters.

[Statutory Authority: Chapter 34.05 RCW, 90-09-006, § 132E-108-020, filed 4/5/90, effective 5/6/90.]

**WAC 132E-108-030 Method of recording.** Proceedings shall be recorded by a method determined by the presiding officer, among those available pursuant to the model rules of procedure in WAC 10-08-170.

[Statutory Authority: Chapter 34.05 RCW, 90-09-006, § 132E-108-030, filed 4/5/90, effective 5/6/90.]

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**WAC 132E-108-040 Application for adjudicative proceeding.** An application for adjudicative proceeding shall be in writing. Application forms are available at the following address:

President's Office  
Everett Community College  
2000 Tower Street  
Everett, WA 98201-1352

Written application for an adjudicative proceeding should be submitted to the above address within twenty days of the agency action giving rise to the application, unless provided for otherwise by statute or rule.

[Statutory Authority: RCW 28B.50.140 and 34.05.356, 01-02-043, § 132E-108-040, filed 12/28/00, effective 1/28/01. Statutory Authority: Chapter 34.05 RCW, 90-09-006, § 132E-108-040, filed 4/5/90, effective 5/6/90.]

**WAC 132E-108-050 Brief adjudicative procedures.** This rule is adopted in accordance with RCW 34.05.482 through 34.05.494, the provisions of which are hereby adopted. Brief adjudicative procedures shall be used in all matters related to:

- (1) Residency determinations made pursuant to RCW 28B.15.013, conducted by the admissions office;
- (2) Challenges concerning education records consistent with state and federal law;
- (3) Student conduct proceedings. The procedural rules in WAC 132E-108-010 apply to these proceedings.
- (4) Parking violations. The procedural rules in WAC 132E-108-010 apply to these proceedings;
- (5) Outstanding debts owed by students or employees;
- (6) Loss of eligibility for participation in institution-sponsored athletic events.
- (7) Appeals associated with the use of human subjects.

[Statutory Authority: Chapter 34.05 RCW, 90-09-006, § 132E-108-050, filed 4/5/90, effective 5/6/90.]

**WAC 132E-108-060 Discovery.** Discovery in adjudicative proceedings may be permitted at the discretion of the presiding officer. In permitting discovery, the presiding officer shall make reference to the civil rules of procedure. The presiding officer shall have the power to control the frequency and nature of discovery permitted, and to order discovery conferences to discuss discovery issues.

[Statutory Authority: Chapter 34.05 RCW, 90-09-006, § 132E-108-060, filed 4/5/90, effective 5/6/90.]

**WAC 132E-108-070 Procedure for closing parts of the hearings.** A party may apply for a protective order to close part of a hearing. The party making the request should state the reasons for making the application to the presiding officer. If the other party opposes the request, a written response to the request shall be made within ten days of the request to the presiding officer. The presiding officer shall determine which, if any, parts of the proceeding shall be closed, and state the reasons therefor in writing within twenty days of receiving the request.

[Statutory Authority: Chapter 34.05 RCW, 90-09-006, § 132E-108-070, filed 4/5/90, effective 5/6/90.]

**WAC 132E-108-080 Recording devices.** No cameras or recording devices shall be allowed in those parts of proceedings which the presiding officer has determined shall be closed pursuant to WAC 132E-108-010, except for the method of official recording selected by the institution.

[Statutory Authority: Chapter 34.05 RCW. 90-09-006, § 132E-108-080, filed 4/5/90, effective 5/6/90.]

## Chapter 132E-120 WAC

### STUDENT RIGHTS AND RESPONSIBILITIES

#### WAC

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

132E-120-010	Everett Community College—Student conduct code—Statement of purpose. [Order 72-1, § 132E-120-010, filed 2/1/73, effective 3/9/73.] Decodified by 00-17-015, filed 8/3/00, effective 9/3/00. Statutory Authority: RCW 28B.50.140. Recodified as WAC 132E-120-180.
132E-120-020	Everett Community College—General policies. [Order 72-1, § 132E-120-020, filed 2/1/73, effective 3/9/73.] Decodified and amended by 00-17-015, filed 8/3/00, effective 9/3/00. Statutory Authority: RCW 28B.50.140. Recodified as WAC 132E-120-190.
132E-120-030	Everett Community College—Violations. [Order 76-11-1, § 132E-120-030, filed 12/17/76; Order 72-1, § 132E-120-030, filed 2/1/73, effective 3/9/73.] Decodified and amended by 00-17-015, filed 8/3/00, effective 9/3/00. Statutory Authority: RCW 28B.50.140. Recodified as WAC 132E-120-220.
132E-120-040	Everett Community College—Sanctions. [Order 72-1, § 132E-120-040, filed 2/1/73, effective 3/9/73.] Decodified and amended by 00-17-015, filed 8/3/00, effective 9/3/00. Statutory Authority: RCW 28B.50.140. Recodified as WAC 132E-120-230.
132E-120-050	Edmonds Community College student rights and responsibilities code—Purpose. [Order 74-1, § 132E-

120-050, filed 3/12/74, effective 4/15/74.] Repealed by 88-17-082 (Order 88-8-1, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: RCW 28B.50.040 and chapter 28B.19 RCW.

132E-120-060 Edmonds Community College student rights and responsibilities code—Student freedoms. [Order 74-1, § 132E-120-060, filed 3/12/74, effective 4/15/74.] Repealed by 88-17-082 (Order 88-8-1, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: RCW 28B.50.040 and chapter 28B.19 RCW.

132E-120-070 Edmonds Community College student rights and responsibilities code—Student responsibilities. [Order 74-1, § 132E-120-070, filed 3/12/74, effective 4/15/74.] Repealed by 88-17-082 (Order 88-8-1, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: RCW 28B.50.040 and chapter 28B.19 RCW.

132E-120-080 Edmonds Community College student rights and responsibilities code—Disciplinary procedures. [Order 76-11-1, § 132E-120-080, filed 12/17/76; Order 74-1, § 132E-120-080, filed 3/12/74, effective 4/15/74.] Repealed by 88-17-082 (Order 88-8-1, Resolution No. 88-8-1), filed 8/22/88. Statutory Authority: RCW 28B.50.040 and chapter 28B.19 RCW.

**WAC 132E-120-110 Everett Community College student rights and responsibilities.** Everett Community College exists as an institution for the transmission of knowledge, the pursuit of truth, and the development of its students. The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of this educational community. The college has a responsibility to the students and society at large to develop policies and procedures which provide for and safeguard such freedom. This is a statement of essential rights, responsibilities, and freedoms of students enrolled at Everett Community College.

[Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-110, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-120 Academic affairs.** Students' scholastic performance shall be evaluated on the basis of educational performance, not on opinions or conduct in matters unrelated to scholastic standards.

#### (1) Protection of freedom of expression.

Students shall be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course for which they are enrolled.

#### (2) Right to pursue educational goals.

Students are free to pursue appropriate educational goals from among the college's curricula, programs, and services, subject to the limitations of RCW 28B.50.090 (3)(b).

#### (3) Protection against improper academic evaluation.

Students shall have protection, through orderly procedures, against prejudice or capricious academic evaluation. At the same time, they are responsible for maintaining the standards of academic performance established for each course in which they are enrolled (see academic grievance procedure in the student handbook, WAC 132E-120-360).

#### (4) Rights and responsibilities regarding final examinations.

Students have the right to have course comprehensive final examinations scheduled per the college's final exam schedule and are expected to take these examinations as scheduled by the final exam schedule. A comprehensive final examination is that which includes material covered throughout the entire course. The exception to this rule applies during

summer quarter when there is not a scheduled final examination week.

(5) Right to attend classes as regularly scheduled.

Students have the right to expect classes to be held as regularly scheduled and are expected to attend such classes per the class instructor's attendance expectations as stated in the syllabus for the course.

(6) Rights and responsibilities regarding course syllabi.

Students have the right to expect the class instructor to follow his/her course syllabus and if any changes are made to the grading system and/or course requirements during the quarter, the students must be promptly notified. If a different instructor is assigned to the class during the quarter, the original course syllabus shall be followed; however, if the new instructor determines a need to modify the syllabus for the portion of the course he/she is teaching, the students must be promptly notified. The students are responsible for reading and understanding the information provided in the course syllabus and any changes made to it during the quarter.

(7) Protection against improper disclosure.

Information about student views, beliefs, and political associations acquired by faculty members in the course of their work as instructors, advisers, and counselors will be considered as privileged and confidential.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-120, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-120, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-130 Students as research subjects.**

(1) Permission may be granted for conduct of research involving students for such purposes as the pursuit of advanced degrees, classroom research, independent student research, and research for off-campus individuals and agencies. Participation therein is the choice of the individual student. Persons planning research utilizing students as subjects must secure permission in advance of the project from the vice-president for student services. Minimally such approval will entail:

(a) Assurance that the project does not conflict with examinations or require a major loss of classroom time;

(b) Assurance that students know they have the alternative of choosing to participate or not;

(c) Explanation of the purpose of the research and disclosure of any possible negative consequence of any procedure to which students might be exposed in the research;

(d) Provision for students to have the opportunity to see the results of the research;

(e) Evidence that the research method is appropriate for the subject to be studied;

(f) Guarantee of confidentiality of student records and responses.

(2) Prior to the initiation of such a project, the researcher shall submit a report of the research covering the points listed above to the vice-president for student services. Written permission may be given with or without college endorsement of the project. In such instances where the vice-president for student services deems appropriate, assistance may be sought from others with related knowledge before permission to proceed is granted or denied.

(2009 Ed.)

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-130, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-130, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-140 Right to due process.** (1) Students are guaranteed against unreasonable searches and seizures of their persons, lodgings, papers, and possessions.

(2) No disciplinary action/sanction may be imposed on any student without the student being apprised of the nature of the charges.

(3) A student accused of violating the college's student conduct code shall be entitled to procedural due process as established in this chapter, WAC 132E-120-200 through 132E-120-350.

[Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-140, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-150 Student affairs.** (1) Freedom of association - Students are free to organize and join associations to promote their common interests, provided such organizations or associations do not disrupt or interfere with the mission of the college.

(a) The membership, policies, and actions of a student organization will be determined by vote of only those persons who hold bona fide membership in the student body as determined by current enrollment in the college.

(b) Affiliation with an extramural organization shall not of itself disqualify a student organization from institutional recognition.

(c) An organization is free to nominate its own adviser from the campus faculty and staff. Campus advisers shall advise organizations in the exercise of the rights and responsibilities as an organization, but they will not have authority to control the policies of such organizations.

(d) Student organizations shall be required to submit a constitution to the office of student activities which includes a statement of purpose, criteria for membership, rules or procedures, and a current list of officers to the student government recognized by the college.

(e) Campus organizations, including those affiliated with an extramural organization, shall be open to all students.

(2) Right of assembly.

(a) Students have the right to conduct or may participate in any assembly on facilities that are generally available to the public provided that such assemblies:

(i) Are conducted in an orderly manner;

(ii) Do not unreasonably interfere with classes, scheduled meetings or ceremonies, or regular functions of the college;

(iii) Do not unreasonably interfere with pedestrian or vehicular travel; or

(iv) Do not cause destruction or damage to college property.

(b) Any student group or student organization/club which wishes to schedule an assembly must reserve the college facilities per the appropriate procedures (see commercial and promotional activities in the student handbook).

(c) Assemblies which violate these rules and other college policies and rules may be ordered to disperse by the college.

(d) A nonstudent who violates any provision of the rule will be referred to civilian authorities.

(3) Student participation in institutional government - As constituents of the educational community, students shall be free, individually and collectively, to express their views on issues of institutional policy and matters of general interest to the student body. The student body shall have a clearly defined means to participate in the formulation and application of institutional policy affecting academic and student affairs. The role of student government will be made explicit. The actions of the student government within the areas of jurisdiction shall be reviewed by the director of student activities and by the vice-president for student services through orderly procedures.

(4) Right of ownership of works - Employees of the college shall not use students' published and unpublished works for personal gain without written consent of the student.

(5) Right to be interviewed.

(a) Every student has the right to be interviewed on campus by any organization that is legal desiring to recruit at the college.

(b) Any student, student group, or student organization/club may assemble in protest against any such organization provided that such protest does not interfere with any other student's rights to have such an interview, and provided that such protest is in accordance with subsection (2) of this section.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW, 07-11-165, § 132E-120-150, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140, 00-17-015, § 132E-120-150, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-160 Disclosure of student information.** (1) Unless the student has provided the office of enrollment services with written notice which specifically requests otherwise, designated officials of the college may routinely respond to requests for the following directory information about a student:

- (a) Student's name;
- (b) Major field of study;
- (c) Extracurricular activities;
- (d) Height and weight of athletic team members;
- (e) Quarters of attendance;
- (f) Degrees and awards received;
- (g) The most recent previous educational agency or institutions attended;
- (h) Date of birth;
- (i) E-mail address.

(2) Recognized college student organizations, such as scholastic and service clubs, may obtain information relating to a student's academic record and status; requests of this nature are handled on an individual basis and only through the organization's appointed advisor. Pursuant to the National Defense Authorization Act for Fiscal Year 1995, the college must release directory information to military recruiters unless the student specifically denies permission. The college shares selected records with organizations with which the college has a contractual agreement for services. The college may also release enrollment data for loan processing, enrollment and degree verification, and records archiving purposes through contractual arrangements, and to another school in which a student seeks or intends to enroll. The college

releases Social Security and enrollment data to the Federal Government for Financial Aid and Veterans' eligibility evaluation and for Hope Scholarship/Lifetime Learning tax credit programs. The college may release records following the receipt of a lawfully issued subpoena, attempting to notify the student beforehand. The college does not disclose records to family members without student consent.

(3) No other information is to be given without the prior consent of the student or parent/guardian as appropriate. The vice-president for enrollment management will be responsible for reviewing unusual requests for information and assisting in the interpretation of the provisions of the Federal Family Education Rights and Privacy Act/Buckley Amendment. See Family Educational Rights and Privacy Act of 1974 in the Student Handbook for more information on confidentiality of student information and records.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW, 07-11-165, § 132E-120-160, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140, 00-17-015, amended and recodified as § 132E-120-160, filed 8/3/00, effective 9/3/00. Statutory Authority: Chapter 28B.50 RCW and 34 CFR 99FERPA, 97-24-056, § 132E-121-010, filed 12/1/97, effective 1/1/98. Statutory Authority: Chapter 28B.19 RCW, 88-18-028 (Order 88-8-3, Resolution No. 88-8-1), § 132E-121-010, filed 8/30/88.]

**WAC 132E-120-170 Everett Community College distribution of literature procedures.** In order to insure an atmosphere in which the discussion of diverse points of view and ideas may exist, the following policy with regard to the distribution of printed matter will be implemented.

(1) Printed matter by students and student organizations may be distributed in an orderly and nonforceful manner in only such areas as may be designated by the vice-president for student services or designee except that:

(a) Noninstructional printed matter shall not be distributed in the classroom during regularly scheduled class time unless otherwise approved by the class instructor. Exceptions to this procedure may be made for special educational purposes and/or emergencies by the president, executive vice-president, vice-president for instruction or designee, and/or vice-president for student services or designee. If and when this occurs, the class instructor, appropriate academic dean, and students in the class shall be notified in a timely fashion;

(b) Printed matter shall not be distributed in college buildings other than in specifically designated areas or in any area where the distribution of printed matter would restrict the physical passage of students or interfere with the instructional program and administrative and student support functions unless otherwise approved on a temporary basis for a specific informational purpose by the vice-president for student services or designee;

(c) Printed matter shall not be placed on any vehicle parked on the campus;

(d) Posters and advertising bulletins must be approved before they may be posted on campus, and they shall be posted only on informational display boards/areas designated for this purpose. In general, students have the right to display posters and advertising bulletins and are expected to do so per the campus posting procedures. Class projects by students to be displayed outside the classroom must be on designated boards or areas designed for this purpose and approved by the class instructor. Posters and advertising generated for student



activity related events and programs must be approved for posting by the office of student activities. Posting rules and guidelines may change periodically and in some cases be specific to a building and/or area of the campus. In general, material concerning off-campus activities will not be approved unless it is determined to be special service to EvCC students;

(e) In addition, designated points of distribution will be made available on campus.

(2) As to content of printed matter, the college will be guided by state and federal laws and principles regarding free speech.

(3) A system of prior censorship is to be avoided if at all possible. Therefore, maximum cooperation of students, faculty and administration will be necessary. Matters of interpretation regarding these procedures and questions as to content of any displayed material will be handled by the vice-president for student services.

(4) Printed matter originating with an off-campus individual(s) or organization must be registered with the director of student activities before distribution will be permitted.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-170, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, amended and recodified as § 132E-120-170, filed 8/3/00, effective 9/3/00; Order 72-1, § 132E-124-020, filed 2/1/73, effective 3/9/73.]

**WAC 132E-120-180 Everett Community College—Student conduct code—Statement of purpose.** Everett Community College is dedicated not only to learning and the advancement of knowledge but also to the development of ethically sensitive and responsible persons. It seeks to achieve these goals through a sound educational program and policies governing student conduct that encourage independence and maturity.

[Statutory Authority: RCW 28B.50.140. 00-17-015, recodified as § 132E-120-180, filed 8/3/00, effective 9/3/00; Order 72-1, § 132E-120-010, filed 2/1/73, effective 3/9/73.]

**WAC 132E-120-190 Everett Community College—General policies concerning student conduct.** (1) Everett Community College distinguishes its responsibility for student conduct from the control functions of the wider community. When a student has been apprehended for the violation of a local, state or federal law, the college will not request or agree to special consideration for the student because of his/her status as a student. The college will cooperate fully, however, with the law enforcement agencies.

(2) Everett Community College may apply sanctions or take other appropriate action only when student conduct directly and significantly interferes with the college's:

(a) Primary educational responsibility of ensuring the opportunity of all members of the college's community to attain their educational objectives,

(b) Subsidiary responsibilities of protecting the health and safety of persons in the college community, maintaining and protecting property, keeping records and other services, and sponsoring nonclassroom activities such as lectures, cultural events, concerts, athletic and other recreational activity events, social functions, and other special activities/events, or

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(c) When a student commits any of the offenses listed in WAC 132E-120-220.

(3) Procedural fairness is basic to the proper enforcement of all college rules. In particular, no disciplinary sanction as serious as expulsion, suspension, summary suspension or disciplinary probation, written warning, or restitution shall be imposed unless the student has been notified in writing of the charges against him/her and has had the opportunity:

(a) To appear alone or with another to advise and assist him/her as he/she appears before an appropriate college official and/or the student conduct committee. Any person who accompanies the student may provide support or guidance to the student, but may not speak, represent, or advocate for the student before the college official or student conduct committee. An accommodation of a spokesperson (a person who would address the college official, or assist the person in addressing the college official) may be approved if a person's disability warrants such an accommodation. Other circumstances regarding a request by the student for the use of a spokesperson would be considered by the vice-president for student services or designee;

(b) To know the nature and source of the evidence against him/her and to present evidence in his/her behalf; and

(c) To have his/her case reviewed by the student conduct committee.

(4) Students shall have an opportunity to participate fully in the formulation of all policies and rules pertaining to student conduct.

(5) Rules and sanctions affecting the conduct of students shall be based on principles of equal treatment, including like penalties for like violations.

(6) The general policies, violations and sanctions shall be printed and made available to students of the college.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-190, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, amended and recodified as § 132E-120-190, filed 8/3/00, effective 9/3/00; Order 72-1, § 132E-120-020, filed 2/1/73, effective 3/9/73.]

**WAC 132E-120-200 Authority to request identification.** In situations of suspected misconduct or suspected unauthorized presence in a college facility, it may be necessary for properly identified college personnel to ask a person to produce evidence of being a currently enrolled student at the college. Failure to comply with a legitimate request for identification from a properly identified college personnel is a violation of this chapter and may result in disciplinary action if the person is found to be a student. In emergency situations or in cases of serious misconduct where there is a substantial danger to the college community or college property, failure to produce identification by a student may result in the assumption by college personnel that the person questioned is not a student and may result in direct civil or criminal action.

[Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-200, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-210 Everett Community College student conduct—Authority and responsibility.** (1) The board of trustees acting in accordance with RCW 28B.050.140(14)

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does by written order delegate to the president of the college authority to administer disciplinary action.

(2) The vice-president for student services is directed by the president to represent the college with regard to student affairs including discipline. He/she is responsible for assembling facts regarding incidents referred to his/her office, making provisions for suitable hearings, convening the designated student conduct committee when requested, notifying students and others concerned, determining and imposing appropriate disciplinary action, keeping confidential files and reports regarding incidents following each disciplinary case until it is closed, and destroying out-of-date files related to student disciplinary cases as may be permitted under state law.

(3) The instructor is responsible for the management of student conduct in the classroom. Instructors may remove a student from class on a daily basis if the student is being disruptive to the learning environment for students and/or the teaching environment for the instructor and fails to abide by the instructor's behavioral expectations. The vice-president for student services or designee may through the appropriate disciplinary proceedings as set forth in this chapter permanently remove a student from a class for disruptive behavior.

The student has the right to appeal any disciplinary action taken against him/her by the vice-president for student services or designee in accordance with the procedures set forth in this chapter.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW, 07-11-165, § 132E-120-210, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140, 00-17-015, § 132E-120-210, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-220 Student conduct code—Violations.** (1) As members of Everett Community College, students are expected to abide by all college rules and regulations. Students shall be subject to disciplinary action as provided for by this code who, either as a principal actor, aider, abettor, or accomplice interferes with the personal rights or privileges of others or the educational process of the college; violates the provisions as set forth in this chapter; or commits any of the offenses as defined in this section.

(2) No sanction or other disciplinary action shall be imposed on a student by or in the name of the college except in accordance with this chapter.

(3) Disciplinary actions and/or sanctions may be imposed on a student for the commission of any of the following offenses:

(a) Academic cheating or plagiarism.

(b) Furnishing false information to the college with the intent to deceive including but not limited to the filing of a formal complaint that falsely accuses another student of violating the student conduct code or a college employee with violating college rules/procedures.

(c) Forgery, alteration, or misuse of college documents, records or identification cards.

(d) Verbal abuse, physical abuse, sexual misconduct, sexual harassment, sexual assault, reckless endangerment, intimidation, or interference of another person in the college community on college owned or controlled property or at functions sponsored or supervised by the college or its student organizations/clubs.

(e) Unlawful discrimination including hate crimes and/or bias incidents. A hate crime includes but is not limited to a criminal offense committed against a person who is motivated, in whole or in part, by the offender's bias against a race, religion, disability, age, status, ethnicity/national origin, sex, or sexual orientation. A bias incident includes but is not limited to an act of conduct, speech, or expression to which a bias motive is evident as a contributing factor, such as racist leaflets or offensive printed materials that exhibit a bias against a race, religion, disability, age, status, ethnicity/national origin, sex, or sexual orientation; verbal, written, cyber/electronic, or physical contact resulting or intending to result in intimidation, harassment, fear, personal assault and/or other violence.

(f) Vandalism of college property, theft or conversion of another's property on college owned or controlled property or at functions sponsored or supervised by the college or its student organizations or clubs.

(g) Lewd or indecent conduct occurring on college owned or controlled property or at functions sponsored or supervised by the college or its student organizations or clubs.

(h) Possession or consuming any form of liquor or alcoholic beverage on college property or at off-campus college events is prohibited except as a participant of legal age at a college sponsored program which has the special written permission of the college president.

(i) Illegal possession, consumption, selling, or distributing, or being demonstrably under the influence of any narcotic or controlled substance as defined by RCW 69.50.101 as now or hereafter amended on property owned or controlled by the college or at functions sponsored or supervised by the college except when the use or possession of a drug is specifically prescribed as medication by an authorized doctor or dentist. For the purpose of this rule, "sale" shall include the statutory meaning defined in RCW 69.50.410 as now or hereafter amended.

(j) Disorderly or abusive conduct, including conduct resulting from being under the influence of drugs or alcohol on college owned or controlled property or at functions sponsored or supervised by the college. Disorderly or abusive conduct also includes interfering with the right of others or obstructing or disrupting teaching, research, or administrative functions including failure to abide by the directive(s) of a member of the college faculty, or exempt, administrative, or classified staff who is acting in their capacity as an agent of the college.

(k) Gambling on property owned or controlled by the college or at functions sponsored or supervised by the college or its student organizations/clubs.

(l) Violation of any condition imposed by the vice-president for student services or designee or recommended by the student conduct committee for an infraction of which sanctions may be imposed under this code.

(m) Refusal to provide positive identification (e.g., valid driver's license or state identification card) in appropriate circumstances to any college employee in the lawful discharge of said employee's duties.

(n) Entering any administrative or other employee office that is normally not accessible to the public or any locked or otherwise closed college facility in any manner, at any time,

without permission of the college employee or agent in charge thereof.

(o) Smoking in or on any college facility except those areas which have been identified as designated smoking areas.

(p) Failure to comply with the following rules governing firearms and weapons on campus or at college sponsored events in facilities leased or rented by the college:

(i) Carrying, exhibiting, displaying, or drawing any weapon, such as a slung shot, sling shot, and club, metal knuckles, dagger, sword, or swing blade knife, or any knife of which is automatically released by a spring mechanism or other mechanical device, or any knife having a blade which opens, or falls, or is ejected into position by force of gravity, or by outward, downward, or centrifugal thrust or movement, or any other cutting or stabbing instrument or club or any other weapon apparently capable of inflicting bodily harm and/or property damage is prohibited.

(ii) Explosives, incendiary devices, or any weapon fac-simile are prohibited.

(iii) Carrying firearms is prohibited.

(iv) The regulations in (p)(i) through (iii) of this subsection shall not apply to equipment or material owned, or maintained by the college nor will they apply to law enforcement officers.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-220, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, amended and recodified as § 132E-120-220, filed 8/3/00, effective 9/3/00; Order 76-11-1, § 132E-120-030, filed 12/17/76; Order 72-1, § 132E-120-030, filed 2/1/73, effective 3/9/73.]

**WAC 132E-120-230 Everett Community College—Student conduct code—Sanctions for violations.** Sanctions which may be imposed for the commission of college offenses shall include the following:

(1) Expulsion or disciplinary dismissal from the college: Termination of student status for an indefinite period of time. Disciplinary dismissal may be placed on the student's transcript indefinitely at the discretion of the vice-president for student services. Conditions, if any, of restitution readmission, and/or removal of disciplinary dismissal from the student's transcript shall be stated in the order of expulsion.

(2) Suspension from the college: Suspension from student status for a definite period of time.

(3) Summary suspension: Exclusion from classes or other privileges, services or activities.

(4) Disciplinary probation with or without loss of designated privileges for a definite period of time. The violation of the terms of disciplinary probation or the infraction of any college rule during the period of disciplinary probation may be grounds for suspension or expulsion from the college. The parents of any student under eighteen years of age who is placed on disciplinary probation, suspended, or expelled shall be so notified.

(5) Restitution: Reimbursement for damage to or misappropriation of property. The restitution may be in the form of appropriate service or monetary compensation.

(6) Warning: Notice in writing that continuation or repetition of conduct deemed wrongful, within a period of time stated in the warning, may be cause for more severe disciplinary action.

(2009 Ed.)

(7) Admonition: An oral admonition shall not be considered a formal disciplinary action, and shall not be subject to appeal to the student conduct code.

(8) The parents of any student under eighteen years of age who is placed on disciplinary probation, suspension, or expulsion may be notified at the discretion of the vice-president for student services pursuant to FERPA guidelines.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-230, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, amended and recodified as § 132E-120-230, filed 8/3/00, effective 9/3/00; Order 72-1, § 132E-120-040, filed 2/1/73, effective 3/9/73.]

**WAC 132E-120-240 Student conduct—Initial disciplinary procedures.** Allegations of misconduct shall be filed in the vice-president for student services office in writing. Upon investigation, the vice-president for student services shall initiate action as described below.

(1) Students alleged to have committed an act of misconduct shall be notified to meet with the vice-president for student services or designee for possible disciplinary action. The notice must be given at least one school day prior to the scheduled appointment. The notice will be delivered to the student on-campus and/or by first class mail to the student's last known address. The notice shall identify the provision or provisions of the student conduct code that he/she is alleged to have violated, and the range of penalties, if any, which might result from the disciplinary proceedings.

(2) After a careful review of the circumstances surrounding the alleged misconduct and after interviewing the accused student, if he/she appears at the initial meeting, the vice-president for student services or designee may take one of the following actions:

(a) Take no further action and terminate the proceeding, exonerating the student or students;

(b) Provide whatever counseling and/or advice may be appropriate;

(c) Impose verbal admonition to the student directly which is not subject to the student's right of appeal as provided in this chapter; or

(d) Impose appropriate disciplinary action, subject to the student's right of appeal as described in this chapter. The student shall be notified in writing of such an action.

(3) The student may be placed on summary suspension pending the commencement of disciplinary action, pursuant to the conditions set forth in WAC 132E-120-250.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-240, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-240, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-250 Summary suspension—Purpose and proceedings.** (1) As defined in WAC 132E-120-230, summary suspension is exclusion from classes or other privileges, services and activities. A student shall be summarily suspended if the vice-president for student services or designee has cause to believe that the student:

(a) Has violated any provision of this chapter; and/or

(b) Presents an imminent danger either to himself or herself, other persons on the campus, or to the educational process.

[Title 132E WAC—p. 19]

(2) Summary suspension is appropriate only where subsection (1)(b) of this section can be shown, either alone or in conjunction with subsection (1)(a) of this section. The vice-president for student services or designee shall enter an order as provided by law if the student is to be suspended. Written notice shall be served by certified and regular mail at the student's last known address, or shall be personally served on the student.

(3) The procedures for a summary suspension hearing shall be considered an emergency adjudicative proceeding and shall be conducted as soon as possible and, if feasible, within five working days. The vice-president for student services may, upon the request of the student, schedule the hearing at a time later than five working days. The vice-president for student services and/or his/her designee shall preside over the meeting. The student may appear alone or with another to advise and assist him/her as he/she appears before the appropriate college official(s). Any person who accompanies the student may provide support or guidance to the student, but may not speak, represent, or advocate for the student before the college official. An accommodation of a spokesperson (a person who would address the college official(s)) may be approved if a person's disability warrants such an accommodation. Other circumstances regarding a request by the student for the use of a spokesperson would be considered by the vice-president for student services or designee. The vice-president for student services or designee shall, at the summary suspension proceeding, determine whether there is probable cause to believe that continued suspension is necessary and/or whether other disciplinary action is appropriate.

(4) The vice-president for student services or designee may continue to enforce the suspension of the student from the college and/or may impose other disciplinary action if, after the summary suspension hearing, the vice-president for student services or designee finds that the student against whom the specific violations are alleged has in fact committed one or more of said violations and:

(a) Summary suspension is necessary for the safety of the student, other campus community members, or to restore order to the campus; and

(b) The violation(s) by the student are grounds for disciplinary action per WAC 132E-120-020 and 132E-120-040.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-250, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-250, filed 8/3/00, effective 9/3/00.]

#### **WAC 132E-120-260 Notice of summary suspension.**

(1) If, after the summary suspension hearing a student's summary suspension is upheld or if the student is disciplined in another way, the vice-president for student services or designee will provide to the student written findings of fact and conclusions which lead the vice-president for student services or designee to conclude that the summary suspension of the student should be affirmed.

(2) The student shall be served a copy, if applicable, of the findings and conclusions by certified and regular mail to the student's last known address or by personal services within three working days following the summary suspension hearing. The notice shall state the terms for which the student is suspended and any conditions imposed on the student's return.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-260, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-260, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-270 Summary suspension for failure to appear.** The vice-president for student services or designee has the authority to enforce the suspension of a student if the student fails to appear at the time designated for the summary suspension hearing.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-270, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-270, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-280 Appeals from summary suspension hearing.** (1) A student has the right to appeal a summary suspension to the student conduct committee and may do so if:

(a) The student has been officially notified in writing of the outcome of the summary suspension hearing;

(b) Summary suspension or other disciplinary action has been upheld; and

(c) The student's appeal conforms to the procedures prescribed in this chapter.

(2) The student conduct committee shall conduct a formal hearing as expeditiously as possible and appropriate.

[Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-280, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-290 Student conduct committee.** (1) The college's student conduct committee will hear and make recommendations on all disciplinary cases referred to it by the vice-president for student services or designee or appealed to it by students who have been disciplined by the vice-president for student services or designee.

(2) The student conduct committee will be comprised of the following members:

(a) A chair designated by the president of the college for a period of one year. The chair will be a nonvoting member, except in the case of a tie vote by committee members, and will normally be a faculty member. It shall be his/her responsibility to ensure that all procedures prescribed in this chapter are followed. The chair will also take appropriate action to ensure that the hearing is conducted in a safe and orderly manner, advise the committee members of the precedents and guidelines concerning the case, and inform the student in writing of the action taken/recommended by the committee following the hearing.

(b) Three faculty members appointed by the president. Three alternates shall also be appointed by the president in the event an appointee(s) is unable to complete his/her term or unable to serve on a particular case.

(c) Three full-time (at least ten credits) student representatives shall be recommended by the associated students' executive council to the president of the college. Three alternates will also be appointed to serve in the event that a member(s) is unable to complete his/her term or is unable to serve on a particular case.

(d) A quorum shall consist of at least two of the above named faculty, and two of the above named students and the chair.

(e) Committee members will be appointed to serve for one year but are eligible to serve as many as three consecutive terms.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW, 07-11-165, § 132E-120-290, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140, 00-17-015, § 132E-120-290, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-300 Appeals of disciplinary action—General.** (1) Disciplinary action imposed by the vice-president for student services or designee may be appealed to the student conduct committee.

(2) An appeal by a student of disciplinary action must meet the following conditions:

(a) The appeal must be in writing and must clearly state the student's position and errors in fact, if any, and compelling reasons which support the appeal; and

(b) The appeal must be filed in the president's office within twenty-one working days from the date that the student was served notice that disciplinary action had been taken or recommended against him/her.

(3) All recommendation(s) from the student conduct committee shall include the signature of the chair. Copies of the committee's recommendation(s) shall be sent to the student, vice-president for student services or designee, and president.

(4) Recommendations made by the student conduct committee may be appealed by the student to the president of the college. The president shall review the report of the proceedings which give rise to the appeal and the disciplinary action taken by the vice-president for student services or designee and the recommendation(s) of the student conduct committee. The president's decision shall be final.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW, 07-11-165, § 132E-120-300, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140, 00-17-015, § 132E-120-300, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-310 Student conduct committee hearing procedures.** (1) The student conduct committee shall conduct a hearing within fourteen working days after disciplinary action has been referred to it. Proceedings shall be governed by chapter 34.05 RCW.

(2) Proceedings before the student conduct committee shall be conducted in a manner that will bring about a prompt and fair resolution.

(3) The student has a right to a fair and impartial hearing before the student conduct committee on any allegation of violating the student conduct code and shall be provided notice of the hearing at least seven days in advance. If the student fails to attend the hearing held by the student conduct committee, the committee may proceed with the findings of fact, conclusions and recommendations.

(4) The student may appear with another to advise and assist him/her as he/she appears before the student conduct committee. Any person who accompanies the student may provide support or guidance to the student, but may not speak, represent, or advocate for the student before the college official or student conduct committee. An accommodation of a spokesperson (a person who would address the college official, or assist the person in addressing the college official) may be approved if a person's disability warrants such an accommodation. Other circumstances regarding a

request by the student for the use of a spokesperson would be considered by the vice-president for student services or designee.

(5) The student may have a duly licensed attorney, admitted to practice in the state of Washington, present at the hearing to advise the student in the presentation of his/her appeal. The attorney may not address the student conduct committee unless he/she is called as a material witness in the case. An accommodation of the student's attorney addressing the college official, or assisting the person in addressing the college official may be approved if the student's disability warrants such an accommodation. Other circumstances regarding a request by the student for the use of a spokesperson will be considered by the vice-president for student services or designee. If the student chooses to have an attorney present to advise him/her, the student shall notify the chair at least five days prior to the hearing.

(6) The vice-president for student services or designated representative(s) shall make the first presentation. Each witness may be cross-examined by the student; and after cross-examination is completed, any committee member who wishes may ask questions of the witness but only after both direct examination and cross-examination of the witness have been completed. Upon completion of the presentation by the student, both sides shall then be permitted to make any closing arguments after which the committee may ask questions.

(7) The hearing will then be closed and the committee will retire to executive session for deliberation. At the conclusion of the executive session, the proceeding will be adjourned and the student conduct committee shall, within seven working days, make findings of facts, conclusions, and recommend disciplinary action/sanctions as appropriate, if any.

(8) The record in a formal hearing shall consist of all documents as required by law and as specified in RCW 34.05.476.

(9) All records of disciplinary proceedings shall be maintained in the appropriate administrative office and shall be available only during the course of the disciplinary proceedings to the student conduct committee, the student, and his/her attorney, and any other college official designated by the president.

(10) Following the conclusion of the disciplinary proceedings, access to records of the case and the hearing files will be limited to the student and to those designated by the college president.

(11) The time of the hearing may be advanced by the student conduct committee at the request of the student or continued for good cause.

(12) If at any time during the hearing a visitor disrupts the proceedings, the chair of the student conduct committee may exclude that person from the hearing room.

(13) A recorder shall be present at the hearing to record the proceedings.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW, 07-11-165, § 132E-120-310, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140, 00-17-015, § 132E-120-310, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-320 Evidence admissible in hearings.** (1) The student shall be entitled to hear and examine the evidence against him/her and be informed of the identity of

its sources. The student shall have all authority as may be conferred by law to obtain information or to request the presence of witnesses or the production of other evidence relevant to the issues of the hearing.

(2) Only those matters presented at the hearing will be considered in determining whether the student is guilty of the misconduct charged. The student's past history of college conduct, if relevant to the case at hand as determined by the chair of the student conduct committee, may be taken into account in formulating the committee's recommendation for disciplinary action.

(3) The chair of the student conduct committee shall give effect to the rules of privilege recognized by law and rule on the competency, relevancy, and materiality of testimony, and any other evidence. Technical rules of evidence shall not apply.

(4) Extenuating or mitigating evidence on behalf of the student will not be permitted until all substantive evidence or testimony is presented.

[Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-320, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-330 Decision by student conduct committee.** (1) At the conclusion of the hearing, the student conduct committee shall, within seven working days, make findings of facts, conclusions, and recommend disciplinary action/sanctions as appropriate, if any. In deciding upon its recommendation, the committee shall consider the following:

(a) Does the alleged act or acts constitute misconduct?

(b) Did the student involved commit the acts with which he/she was charged?

(c) Were there any extenuating or mitigating circumstances?

(2) The committee's recommendation(s) shall be written and the student will be provided a copy of the committee's findings of fact and conclusions. The copy shall be dated and signed by the committee chair and contain a statement advising the student of his/her right to appeal the committee's recommendation(s) to the president of the college.

[Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-330, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-340 Final appeal.** (1) Any student who disagrees with the findings, conclusions and recommendation(s) of an appeal to the student conduct committee may appeal the same in writing to the president of the college within twenty-one working days of being served notice of the recommendation(s) made by the committee. The president may, at his/her discretion, suspend any disciplinary action pending determination of the merits of the findings, conclusions and any disciplinary action imposed. In consideration of such an appeal, the president shall base his/her findings and decision only on the official written record of the case.

(2) If no appeal is requested within twenty-one working days of service on the student, the findings, conclusions and recommendations of the student conduct committee shall become final, and shall not be subject to further review or appeal.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-340, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-340, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-350 Readmission after dismissal.**

Any student expelled from the college may submit a written petition to the vice-president for student services requesting readmission. Such petition must include how any conditions imposed by the vice-president for student services or student conduct committee have been met. Decisions by the vice-president for student services regarding a petition for readmission shall be reviewed by the president.

If the vice-president for student services suspends or expels a student from a college program that has a readmission policy and procedure, the program's readmission policy and procedures will be followed and the readmission committee will review, as part of their deliberations, the vice-president for student services' recommendation/conditions of readmission concerning the student's readmission to the program.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-350, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-350, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-360 Academic grievance procedure.**

(1) Definition of an academic grievance - If a student has evidence that he/she has been: Unfairly treated in matters related to grading, course policies or expectation; falsely accused of cheating; or inappropriately penalized for alleged cheating, he/she may be said to have an academic grievance. Students who feel that such unfair treatment has transpired should feel free to raise the question of how such a grievance may be resolved with the office of the vice-president of instruction or designee which will provide information (without judgment) regarding the procedure for filing an academic grievance. Students should also feel free to contact any member of the campus community who they trust who may assist the student and/or refer the student to the appropriate resource. In addition to the office of the vice-president for instruction, the offices/centers that can generally be of the most assistance in terms of advice, support, and referral regarding these matters are the office of the vice-president for student services, the offices of the academic deans, the office of the vice-president for human resources, diversity and equity center, counseling/advising and career center, center for disability services, Rainier learning center, student activities office, student support services program, and campus safety and security.

(2) Informal procedure resolution - Informal complaints should be made to the appropriate division dean or other supervising administrator. Upon receipt of a student complaint by the division dean, the following steps may be taken:

(a) The student will be encouraged to discuss the alleged problem with the involved instructor; or if the complaint involves a program, the student will be encouraged to speak to the director/dean of the involved program.

(b) If the student is not satisfied as a result of such discussion, he/she should then meet with the director/dean or supervising administrator to resolve the complaint.

(c) If the complaint is not resolved at this level, the student, the instructor and the director/dean should meet with the vice-president of instruction or designee to attempt resolution.

(d) If the complaint is not resolved at this level the student may institute formal grievance procedures.

(e) During any meetings that occur in (a) through (c) of this subsection, the student may invite another person or two to be with them in the meeting. The other person(s) are present to assist and advise the student although an accommodation of a spokesperson (a person who would address the college official, or assist the person in addressing the college official) may be approved if a person's disability warrants such an accommodation. Other circumstances regarding a request by the student for the use of a spokesperson would be considered by the director/dean or supervising administrator facilitating the meeting.

(3) Formal grievance procedure - To assure an atmosphere free from unfair treatment in academic matters, the following procedures are established to respond to an unresolved academic complaint registered by a student. It is understood, however, that this procedure should be employed only after efforts have been made by the student to resolve the issue through the previously described informal procedure. A student who feels an academic grievance has not been resolved through the informal resolution process may file a formal grievance with the vice-president of instruction prior to the tenth (10th) day of the quarter following the alleged grievance. Within ten working days of the receipt of the signed written grievance, the vice-president of instruction or designee will appoint a grievance committee for the purpose of reviewing the complaint and recommending a resolution.

(4) The grievance committee will be composed of seven voting members including:

(a) An administrator who will serve as the chair but will only vote in the event of a tie vote.

(b) Three faculty members, including one from the division of the involved faculty member.

(c) Three students to be selected as provided for in the associated students constitution and by-laws. All matters shall be discussed in closed meetings and shall be treated with strict confidence by committee members.

(d) A quorum of the grievance shall be four members.

(5) Formal resolution.

(a) Parties affected by the grievance will provide the grievance committee with all requested information in order to bring about full understanding and a speedy resolution to the grievance.

(b) In order to ensure due process, the aggrieved student shall have:

(i) The right to respond to the grievance, submitting appropriate evidence to support such response;

(ii) The opportunity to call as a witness any member of the college community who can provide information relevant to the allegation and interview the aggrieved student or any witness presented by the student(s) involved.

(c) The instructor against whom the grievance is filed shall have:

(i) The right to respond to the grievance, submitting appropriate evidence to support such response;

(ii) The opportunity to call as a witness any members of the college community who can provide information relevant to the allegation and interview the aggrieved student or any witness presented by the student(s) involved.

(d) Once the aggrieved student and the faculty member have had sufficient opportunity to present their points of

view, the grievance committee will deliberate and reach a decision by a simple majority vote. The committee will provide the vice-president of instruction or designee its written recommendation within ten working days of its organizational meeting. The vice-president or designee will notify the parties in the grievance of his/her decision, and the resolution within forty-eight hours of having received the committee recommendation.

(e) If the grievance committee establishes that an aggrieved student has been treated unfairly, the committee will recommend corrective steps to the vice-president of instruction or designee.

(f) Either party shall have the right to present a written appeal of the decision of the vice-president of instruction or designee to the president of the college. Within one week of having received the appeal, the president shall review the case and render a decision which will be transmitted to both parties.

(g) An accommodation of a spokesperson (a person who would address the grievance committee, or assist the person in addressing the grievance committee) may be approved if a person's disability warrants such an accommodation. Other circumstances regarding a request by the student for the use of a spokesperson would be considered by the administrator chairing the committee.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-360, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-360, filed 8/3/00, effective 9/3/00.]

#### **WAC 132E-120-370 Student affairs grievance procedure.**

(1) Definition of a student affairs grievance - If a student has evidence that he/she has been: Unfairly treated in matters related to student services/student auxiliary services, policies, procedures, or expectations, he/she may be said to have a student affairs grievance. Students who feel that such unfair treatment has transpired should feel free to raise the question of how such a grievance may be resolved with the associated student executive council which will provide information (without judgment) regarding the procedure for filing a grievance. Students should also feel free to contact any member of the campus community who they trust that may assist the student and/or refer the student to the appropriate resource. In addition to the office of the vice-president for student services, the offices/centers that can generally be of the most assistance in terms of advice, support, and referral regarding these matters are the office of the vice-president for instruction, the offices of the academic deans, and the office of the vice-president for human resources, diversity and equity center, counseling/advising and career center, center for disability services, Rainier learning center, student activities office, student support services program, and campus safety and security.

(2) Informal procedure for resolution - Informal complaints should be made to the appropriate administrator. Upon receipt of a student complaint by the administrator, the following steps will be taken:

(a) The student will be encouraged to discuss the alleged problem with the party concerned; or if the complaint involves a program, the student will be encouraged to speak to the appropriate supervisor.

(b) If the student is not satisfied as a result of such discussion, he/she should then meet with the immediate administrator to resolve the complaint.

(c) If the complaint is not resolved at this level, the student, the respondent and the administrator should meet with the vice-president for student services or the vice-president under which the program/service is administratively aligned to attempt resolution.

(d) If the complaint is not resolved at this level, the student may institute formal grievance procedures.

(3) Formal grievance procedure - To assure an atmosphere free from unfair treatment, the following procedures are established to respond to an unresolved complaint registered by a student. It is understood, however, that this procedure should be employed only after efforts have been made by the student to resolve the issue through the previously described informal procedure. A student who feels a grievance has not been resolved through the informal resolution process may file a formal grievance with the appropriate vice-president or designee prior to the tenth (10th) instructional day of the quarter following the alleged grievance. Within ten working days of the receipt of the signed written grievance, the appropriate vice-president or designee will appoint a grievance committee for the purpose of reviewing the complaint and recommending a resolution.

(4) The grievance committee will be composed of seven voting members including:

(a) An administrator (other than the appropriate vice-president) who shall serve as chair and vote only in the case of a tie;

(b) One faculty and two from classified staff;

(c) Three students to be selected randomly and not active members of student activities, or the involved program. All matters shall be discussed in closed meetings and shall be treated with strict confidence by committee members;

(d) A quorum consists of four members of the grievance committee.

(5) Formal resolution.

(a) Parties affected by the grievance will provide the grievance committee with all requested information in order to bring about full understanding and a speedy resolution to the grievance.

(b) In order to ensure due process, the aggrieved student shall have:

(i) The right to respond to the grievance, submitting appropriate evidence to support such response.

(ii) The opportunity to call as a witness any member of the college community who can provide information relevant to the allegation and interview the aggrieved student or any witness presented by the student(s) involved.

(c) The party against whom the grievance is filed shall have:

(i) The right to respond to the grievance, submitting appropriate evidence to support such response;

(ii) The opportunity to call as a witness any member of the college community who can provide information relevant to the allegation and interview the aggrieved student or any witness presented by the student(s) involved.

(d) Once the aggrieved student and the respondent have had sufficient opportunity to present their points of view, the grievance committee will deliberate and reach a decision by a

simple majority vote. The committee will provide the appropriate vice-president or designee its written recommendation within ten working days of its organizational meeting.

(e) The appropriate vice-president or designee will notify the parties in the grievance of the resolution within two school days of having received the committee recommendation. If the grievance committee establishes that aggrieved student has been treated unfairly, the committee will recommend corrective steps to the appropriate vice-president.

(f) Either party shall have the right to present a written appeal of the decision to the president of the college. Within one week of having received the appeal, the president shall review the case and render a decision which will be transmitted to both parties.

(g) During any meetings that occur in (a) through (f) of this subsection, the student may invite another person or two to be with them in the meeting. The other person(s) are present to assist and advise the student although an accommodation of a spokesperson (a person who would address the college official, or assist the person in addressing the college official) may be approved if a person's disability warrants such an accommodation. Other circumstances regarding a request by the student for the use of a spokesperson would be considered by the director/dean or supervising administrator facilitating the meeting.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-370, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-370, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-380 Illegal discrimination and sexual harassment policy statement.** Everett Community College affirms its commitment to equal educational opportunity for all its students, and its commitment to assure that there is no discrimination against any student, or those who apply for student status, on the basis of race, religion, creed, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory or mental disability, or status as a disabled or Vietnam era veteran in accordance with state and federal laws.

Everett Community College is also committed to maintaining an educational environment that is free of sexual harassment and all forms of sexual intimidation and exploitation. Sexual harassment is a form of illegal sex discrimination and as such will not be tolerated. All staff, faculty and students should be aware that the college is prepared to take action to prevent and correct such behavior, and that individuals who engage in such behavior are subject to disciplinary action. The determination of what constitutes sexual harassment, sexual intimidation, and sexual exploitation will vary with the particular circumstances, but it may be described generally as repeated and unwanted/uninvited sexual behavior, such as physical contact, cyber/electronic communication, and verbal comments or suggestions, which adversely affects the learning environment.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-380, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-380, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-385 Illegal discrimination and sexual harassment complaint procedures.** (1) Informal complaints.



Discrimination and/or sexual harassment may take many forms and the perpetrator may not understand that his/her behavior is being perceived as discriminatory or that it constitutes sexual harassment. Therefore, any student who feels that she/he is being subjected to discriminatory behavior and/or sexual harassment is encouraged to discuss the offensive behavior directly with the person involved. If direct communication is either impractical or feels too intimidating to the complainant, there are others on campus who can either intercede or assist with this conversation. Students may contact any member of the campus community who they trust that may assist the student and/or refer the student to the appropriate resource. Generally, the offices/centers that can be of the most assistance in terms of advice, support, and referral regarding these matters are the offices of the vice-president for student services, and vice-president for human resources, the office of the vice-president for instruction and the offices of the academic deans, diversity and equity center, counseling/advising and career center, center for disability services, Rainier learning center, student activities office, student support services program, and campus safety and security.

If the situation cannot be settled informally, the complainant may file a formal internal complaint. Students are not required to utilize informal procedures, but may go directly to the following formal internal complaint procedure.

(2) Formal internal complaints.

(a) Without feeling constrained by specific definitions of discrimination, or by reporting relationships, written complaints concerning allegations of discrimination may be directed to the vice-president for student services or the vice-president of human resources. The two vice-presidents will confer and determine who will act as the investigator on the complaint.

(b) Complaints will be held in confidence to the extent possible, however, discrimination is an illegal activity requiring an active response from the college. Parties to the complaint will become directly involved, and any subsequent legal actions may result in discovery or public disclosure requests. Complainants have the right to bring an advocate to all subsequent meetings with college officials.

(c) The investigator shall assure that both the person making a formal complaint, and the accused, have been provided copies of the *Sexual Harassment* and/or the *Equal Opportunity/Anti-Discrimination* policies and this procedure.

(d) The investigator will determine the extent of the investigation. Since discrimination represents an illegal activity, the college may elect to investigate even those cases where the complainant has withdrawn the complaint, or otherwise refuses to cooperate in the investigation.

(e) A draft or preliminary report shall be produced at the end of the investigation and copies provided to the accused, and to the complainant. The two parties shall each have ten calendar days to prepare a response to the report before any action is taken. Once responses have been received, the investigator shall, within five days, produce a final report. Copies will be distributed to the complainant, the accused, and the college president.

(f) The investigator shall make a recommendation for action based on the final report to the president within ten days of its completion.

(g) If the complainant, the accused, and the investigator agree, informal meetings may be held in lieu of an investigation. Any such informal meetings shall occur with the investigator present, who will subsequently make a written recommendation for action on the complaint to the president within ten days following the last meeting regarding the complaint.

(h) The decision regarding what action to take on the complaint, including appropriate corrective or discipline measures, shall be made by the president in conjunction with the vice-president of human resources, and the vice-president for student services.

(i) If any disciplinary action is imposed, the disciplined student may appeal the action through established grievance or appeal channels.

(3) External complaints.

Inquiries or appeals beyond the institutional level may be filed with the following agencies, or any other agency with the jurisdiction to hear such complaints:

Equal Employment Opportunity Commission  
(a federal agency)

909 First Avenue  
Seattle, WA 98104  
800-669-4000

Human Rights Commission (a state agency)

1511 Third Avenue  
Seattle, WA 98101  
206-464-6500

Department of Education (a federal agency)

Office for Civil Rights  
915 - 2nd Ave., Room 3310  
Seattle, WA 98174  
206-220-7900

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-385, filed 5/23/07, effective 6/23/07.]

**WAC 132E-120-390 Antihazing policy.** (1) Hazing is prohibited on Everett Community College (EvCC) property and at all EvCC functions, including club and organization activities, whether on EvCC property or not.

(2) Hazing is defined as any method of initiation into a student organization, club or association, or any pastime or amusement engaged in with respect to such an organization, club or association that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student or other person. Excluded from this definition are customary athletic events or other similar contests or competitions.

(3) Any allegations of hazing shall be submitted to the vice-president for student services or designee and action shall be taken as appropriate per Article IV (Disciplinary Procedures) of Student Rights and Responsibilities with the following additional disciplinary provisions:

(a) Any EvCC student organization, club or association that knowingly permits hazing shall be denied recognition by EvCC as an official organization, club or association. Any group so disbarred may apply to be reinstated as an official organization, club or association after waiting a period of one quarter and providing a written statement of their intent to follow hazing policies as set forth herein. Repeat offenses by

student organizations/clubs will be submitted to the vice-president for student services or designee for possible further action under the guidelines for disciplinary procedures.

(b) A person who participates in the hazing of another shall forfeit any entitlement to state funded grants, scholarships or awards for one full quarter for a first-time offense, and for a period to be determined via the processes for disciplinary procedures for repeat violations. Additional sanctions which may include expulsion from the college may be recommended by the vice-president for student services or designee per the guidelines for disciplinary procedures.

(c) Hazing violations are misdemeanors punishable under state criminal law (RCW 28B.10.901 and 9A.20.021).

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-390, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-390, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-400 Drug-free campus policy.** Everett Community College's board of trustees have adopted a policy for the maintenance of a drug-free campus. The provisions of this policy as it relates to students are as follows:

(1) Students who report to class or work must do so unimpaired due to the use of alcohol or other drugs.

(2) Unlawful use, possession, delivery, dispensation, distribution, manufacture or sale of drugs on college property, in state vehicles or on official business is strictly prohibited. Documented evidence of illegal drug involvement will be given to law enforcement agencies.

(3) Possession or consuming any form of liquor or alcoholic beverage on college property or at off-campus college events is prohibited except as a participant of legal age at a college sponsored program which has the special written permission of the college president.

(4) Students found in violation of this policy will be subject to formal disciplinary action, which could include completion of an appropriate rehabilitation program up to and/or including dismissal/expulsion.

(5) Students needing assistance with problems related to alcohol or drug abuse are encouraged to seek referral from a counselor in the counseling, advising and career center and/or appropriate off campus substance abuse agencies.

(6) Students must report any criminal drug statute conviction to the vice-president for student services within five school days after such conviction.

(7) The college will report the conviction to the appropriate federal or state agency within ten working days after having received notice that a student employed under a federally funded grant or contract or receiving grant funds has any drug statute conviction occurring on campus.

(8) All students, regardless of status, shall comply with this policy regarding a drug-free campus.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW. 07-11-165, § 132E-120-400, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-400, filed 8/3/00, effective 9/3/00.]

**WAC 132E-120-410 Tobacco use policy.** The college's board of trustees has adopted the following tobacco use policy:

(1) Use of tobacco in any form shall not be allowed in college buildings, enclosures or state-owned vehicles and will not be sold or distributed on campus grounds.

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(2) The president shall sponsor and/or assist in the establishment of tobacco cessation programs.

(3) Students who willfully violate this policy will be subject to disciplinary procedures.

(4) The success of this policy depends upon the thoughtfulness, consideration, and cooperation of both smokers and nonsmokers. All college community members and visitors share in the responsibility for adhering to and enforcing the policy. Any problems should be brought to the attention of a college administrator, program supervisor, or campus security and handled through the normal chain of authority.

(5) The college has designated specific areas outside on college grounds as smoking areas. These are the only areas on campus where smoking is permitted.

[Statutory Authority: RCW 28B.50.140. 00-17-015, § 132E-120-410, filed 8/3/00, effective 9/3/00.]

## Chapter 132E-124 WAC

### CONDUCT POLICIES ON COLLEGE CAMPUSES

#### WAC

132E-124-010 Everett—State of educational freedom.

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

132E-124-020 Everett Community College distribution of literature procedures. [Order 72-1, § 132E-124-020, filed 2/1/73, effective 3/9/73.] Decodified and amended by 00-17-015, filed 8/3/00, effective 9/3/00. Statutory Authority: RCW 28B.50.140. Recodified as WAC 132E-120-170.

132E-124-030 Everett Community College distribution of literature procedures—Smoking regulations. [Order 72-1, § 132E-124-030, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-004 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.

132E-124-040 Everett Community College distribution of literature procedures—No smoking signs. [Order 72-1, § 132E-124-040, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-004 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.

132E-124-050 Everett Community College distribution of literature procedures—Violation penalty. [Order 72-1, § 132E-124-050, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-004 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.

132E-124-060 Everett Community College distribution of literature procedures—Smoking regulations. [Order 72-1, § 132E-124-060, filed 2/1/73, effective 3/9/73.] Repealed by 88-12-004 (Order 88-5-3, Resolution No. 88-5-3), filed 5/19/88. Statutory Authority: Chapter 28B.19 RCW.

**WAC 132E-124-010 Everett—State of educational freedom.** The board of trustees of Washington Community College District V, acting in accordance with the responsibilities imposed upon us by the law of the state, herein takes notice that the college has prudently and effectively maintained a policy guaranteeing educational freedom to the faculty and to those it serves. The board of trustees sets forth the following statement as policy:

(1) We, the board of trustees of Washington Community College District No. 5, are responsible for general supervision of the affairs of Everett Community College. As such, we believe we have a special obligation to vigorously promote the freedoms provided by the democratic processes of our free society. We conceive that central to its very exist-

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ence is full and free discussion of the controversial issues of our time conducted in a responsible manner.

(2) We believe that freedom of speech and assembly requires a forum wherein students may develop their thoughts and their convictions.

(3) We seek to enlist and maintain a competent faculty whose members subscribe to high standards of professional conduct. We encourage the faculty to assist students in their search for truth in any way consistent with those standards which include an obligation on the part of the instructor to place major emphasis on information and analysis in his field of competence.

(4) We hold that an instructor's unique role in the community is to be specially involved in the objective search for truth. His chief contribution, however, is in the classroom where in order to foster the spirit of responsible, objective inquiry he has freedom to discuss his subject and to lead discussion in any controversial aspects of its content. We hold that an instructor's unique position imposes upon him special obligations.

(a) In his writing and speaking he should seek accuracy.

(b) He should exercise appropriate restraint.

(c) He should show respect for the opinions of others and for freedom of expression among others.

(d) While writing or speaking as a private citizen he should clearly indicate that he is not a college spokesman.

We further believe that when any instructor speaks or writes as a private citizen he is entitled to all the rights of his citizenship and he must assume the responsibility for his own actions.

(5) We encourage inviting to the college speakers who represent diverse points of view. Such speakers are expected to regard this privilege as entailing the same responsibilities and obligations as those faced by instructors. We, moreover, will always assure ourselves that the event is in no way an abuse of that privilege. In the discussion of sensitive issues the board of trustees reserves the right, either by its own act or by delegation, to impose conditions upon these speakers which will insure the opportunity to challenge these views. The trustees further insist that there shall be left no implication by the college of approval or disapproval of either the speakers of their views.

(6) We encourage student organizations which are officially recognized by the college to invite speakers to the campus providing suitable space is available and there is no interference with the regularly scheduled program of the college.

(7) In order to provide an atmosphere of open exchange and to insure that the educational objectives of the college are not obscured, the president may prescribe conditions for the conduct of the meeting in any case which may be attended by extreme emotional feeling. Such action may include designating a member of the faculty to be chairman, and/or requiring permission for comments and questions from the floor. Likewise the president may require the appearance of one or more additional speakers at the meeting in question, or at a subsequent meeting, so that other points of view may be expressed. He shall also prescribe the regulations for the advanced planning of all meetings to be addressed by outside speakers and may designate representatives to recommend conditions for the conduct of particular meetings.

(8) The board of trustees will neither authorize nor tolerate actions by any speaker during a meeting which:

(a) Incite the audience to riot or violate state or federal laws.

(b) Advocate the overthrow, destruction, or alteration of the constitutional form of government of the United States, or of the state of Washington, or any political subdivision of either of them by revolution, force or violence.

(9) The president or his duly delegated representative shall be charged with the responsibility of carrying out and implementing the policy enumerated herein.

[Statutory Authority: RCW 28B.50.140 and 34.05.356. 01-02-043, § 132E-124-010, filed 12/28/00, effective 1/28/01; Order 72-1, § 132E-124-010, filed 2/1/73, effective 3/9/73.]

## Chapter 132E-128 WAC TENURE POLICY

### WAC

132E-128-001 Tenure and dismissal.

### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

132E-128-010	General definitions. [Order 72-1, § 132E-128-010, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-128-020	Definitions relating to tenure. [Order 72-1, § 132E-128-020, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-128-030	Faculty tenure. [Order 72-1, § 132E-128-030, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-128-040	Review committees. [Order 75-1, § 132E-128-040, filed 1/31/75, effective 3/5/75; Order 72-1, § 132E-128-040, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-128-050	Dismissal for cause. [Order 72-1, § 132E-128-050, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-128-060	Procedures for dismissal for sufficient cause. [Order 72-1, § 132E-128-060, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-128-070	Right of the faculty member to appeal. [Order 72-1, § 132E-128-070, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-128-080	Suspension of the faculty member. [Order 72-1, § 132E-128-080, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.
132E-128-090	Rights of transferees. [Order 72-1, § 132E-128-090, filed 2/1/73, effective 3/9/73.] Repealed by 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), filed 5/23/79. Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852.

**WAC 132E-128-001 Tenure and dismissal.** It is the policy of the board of trustees of Washington Community College District V that all matters relating to tenure and dis-

missal of academic employees shall be governed by the laws of the state of Washington and the terms of the negotiated agreement between the board and the duly elected academic employee bargaining agent as contained in that agreement.

[Statutory Authority: RCW 28B.50.030, 28B.50.140(13), and 28B.50.852. 79-06-060 (Order 79-5-1, Resolution No. 79-5-1), § 132E-128-001, filed 5/23/79.]

### Chapter 132E-130 WAC

#### EVERETT COMMUNITY COLLEGE POLICY AND REGULATIONS GOVERNING REDUCTION IN FORCE

##### WAC

132E-130-010	Purpose.
132E-130-020	Implementation of reduction in force.
132E-130-030	Seniority.
132E-130-040	Layoff units.

**WAC 132E-130-010 Purpose.** (1) This policy shall govern reduction in force, which is deemed to constitute sufficient or adequate cause for dismissal/termination of probationary faculty employees prior to the written term of their individual appointment or tenured faculty employees.

(2) Reduction in force shall include, but not be limited to, any of the following grounds:

(a) Lack of funds.

(b) Elimination and/or reduction of programs, courses or services.

(c) Decreased enrollment.

(d) Changes in educational policy and/or goals.

(3) Nothing in this reduction in force policy shall be construed to affect the decision and right of the appointing authority not to renew a probationary academic employee appointment without cause pursuant to RCW 28B.50.857.

[Statutory Authority: RCW 28B.50.140. 82-18-068 (Order 82-8-1, Resolution No. 82-8-1), § 132E-130-010, filed 9/1/82.]

**WAC 132E-130-020 Implementation of reduction in force.** If the number of academic employees is to be reduced, the district president shall decide which programs and/or support services are most necessary to maintain the educational mission of the district. The district president shall then decide the number of full-time academic employees to be laid off in each lay-off unit. If a reduction is determined to be necessary, the order of reduction normally will be based on seniority within the applicable layoff unit. In instances where it is in the best interest of the quality or effectiveness of the programs and services of the college, and after consultation with appropriate administrators responsible for and/or related to the lay-off unit regarding qualifications and/or performance of involved faculty, the district president may determine individuals to be laid off without following the order of seniority. Subsequent steps in the procedure for reduction in force are specified in Appendix B of the District V/Everett Community College federation of teachers labor agreement.

[Statutory Authority: RCW 28B.50.140. 82-18-068 (Order 82-8-1, Resolution No. 82-8-1), § 132E-130-020, filed 9/1/82.]

**WAC 132E-130-030 Seniority.** Seniority shall be determined by establishing the date of the signing of the first full-time contract for continuous full-time professional ser-

vices for Community College District V and continuous professional services for the Everett school district prior to July 1967. Continuous service shall include leaves of absence, professional leaves, and periods of layoffs. The longest term of employment as thus established shall be considered the highest level of seniority. In instances where faculty members have the same beginning date of full-time professional service, seniority shall be determined in the following order:

- (1) First date of signature of an employment contract.
- (2) First date of signature of letter of intent.
- (3) First date of application for employment.

[Statutory Authority: RCW 28B.50.140. 82-18-068 (Order 82-8-1, Resolution No. 82-8-1), § 132E-130-030, filed 9/1/82.]

**WAC 132E-130-040 Layoff units.** (1) The layoff units included under this policy are as follows:

Accounting and general business	Geology
Alternative education	History
Anthropology	Home economics
Art	Journalism
Automotive technology	Law enforcement
Aviation technology	Library
Biology	Licensed practical nursing
Carpentry	Math
Chemistry	Media services
Cosmetology	Music
Counseling	Nursing aide
Dance	Paramedical
Data processing	Philosophy
Developmental studies	Photography
Economics	Physical education
Electronics	Physics and physical science
Emergency medical	Political science
Engineering	Psychology
English	Quality control
Environmental science	Real estate
Family life	Registered nursing
Fire science	Secretarial
Food technology	Sociology
Foreign languages	Speech
Forestry	Theater
Geography	Water science
	Welding

(2) Additional layoff units may be included under this policy at the discretion of the district president. Seniority lists of tenured and probationary faculty will be developed and published and/or posted by the district president and will be updated within five working days of November 1 of each year. Tenured and probationary academic employees shall be placed in the layoff unit which best reflects their training and ability as determined by the district president.

[Statutory Authority: RCW 28B.50.140. 82-18-068 (Order 82-8-1, Resolution No. 82-8-1), § 132E-130-040, filed 9/1/82.]

**Chapter 132E-133 WAC  
ORGANIZATION**

**WAC**

132E-133-020 Organization—Operation—Information.

**WAC 132E-133-020 Organization—Operation—Information.** (1) Organization. Everett Community College is established in Title 28B RCW as a public institution of higher education. The institution is governed by a five-member board of trustees, appointed by the governor. The board employs a president, who acts as the chief executive officer of the institution. The president establishes the structure of the administration.

(2) Operation. The administrative office is located at the following address:

President's Office  
Everett Community College  
2000 Tower Street  
Everett, WA 98201-1352

The office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, except legal holidays. Educational operations are also located at the following addresses:

Everett Community College  
Aviation Maintenance Technician School  
9711 - 31st Place W.  
Building C-80  
Paine Field  
Everett, WA 98204

Everett Community College  
Applied Technology Training Center  
2333 Seaway Blvd.  
Everett, WA 98204

Everett Community College  
School of Cosmetology  
9315 G State Avenue  
Marysville, WA 98270

Everett Community College  
Early Learning Center  
820 Waverly Avenue  
Everett, WA 98201

Everett Community College  
Fitness and Sports Center  
1220 Rockefeller Avenue  
Everett, WA 98201

(3) Information. Additional and detailed information concerning the educational offerings may be obtained from the catalog, copies of which are available at the following address:

Everett Community College  
2000 Tower Street  
Everett, WA 98201-1352

[Statutory Authority: RCW 28B.50.140 and 34.05.356. 01-02-043, § 132E-133-020, filed 12/28/00, effective 1/28/01. Statutory Authority: Chapters 34.05 and 28B.50 RCW. 97-24-055, § 132E-133-020, filed 12/1/97, effective 1/1/98. Statutory Authority: Chapter 34.05 RCW. 90-09-049, § 132E-133-020, filed 4/13/90, effective 5/14/90.]

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**Chapter 132E-137 WAC  
COLLEGE FACILITY USE AGREEMENT  
(Formerly chapter 132E-136 WAC)**

**WAC**

132E-137-010	General policy covering the use of the facilities.
132E-137-020	Licensee's responsibility.
132E-137-030	Attendants needed.
132E-137-040	Restrictions.
132E-137-050	Nonassignment and cancellation.
132E-137-060	Release of claims/holds harmless.
132E-137-070	Use fees.

**WAC 132E-137-010 General policy covering the use of the facilities.** (1) The parties to this agreement are the Washington State Community College District 5, acting under specific authority granted to its board of trustees by the laws of the state of Washington, to contract for the use of the facility at Everett Community College, hereinafter referred to as the college and the organization contracting to use the college facilities, hereinafter referred to as the licensee.

(2) Before a college facility may be used, this college facility use agreement must be completed and signed by the college president or his designee. Forms may be obtained from the college facilities maintenance office or college student activities office. All information received on agreements not completed at least fourteen school days prior to the date of intended use may be denied. A single use agreement should be made for a series of similar meetings. A separate agreement must be made for each meeting which varies from the series.

(3) The building and grounds of the college are primarily for educational purposes. No other use shall be permitted to interfere with the primary purpose for which these facilities are intended. Facilities shall not be made available for any use which might result in any undue damage or wear. The college reserves the right to reject any application for use of college facilities.

(4) Every possible opportunity will be provided for the use of college facilities by citizens of the district community college service area, provided that the purpose of the meeting is in harmony with public interest and welfare, subject to the laws of the state of Washington and rules and regulations prescribed by the District 5 board of trustees for the operation of the college.

(5) It is the present policy of the college to permit organizations considered closely affiliated with college-related educational purposes to use facilities of the college at the lowest possible charge.

(6) College facilities may be used by other public or private educational institutions only insofar as they meet a community educational need not being fulfilled by the community college district.

(7) The college does not wish to compete with private enterprise. Therefore, the use of buildings for commercial-type entertainment, banquets, luncheons, and money raising events is discouraged.

(8) The college reserves the right to prohibit the use of college facilities by groups, or activities, which are secret, which are of a private nature, or which restrict membership or attendance, in a manner inconsistent with the public and non-discriminatory character of the college set forth in its written policies and commitments. Subversive organizations as

defined and listed by the Attorney General of the United States shall not be eligible to use college facilities.

(9) Use agreements shall not be entered into for any use which, in the judgment of the college may be in any way prejudicial to the best interest of the college or the educational program, or for which satisfactory sponsorship or adequate adult supervision is not provided. Proper police and fire protection shall be provided by the organization when required by the college.

[Statutory Authority: RCW 28B.50.140 and 34.05.356. 01-02-043, § 132E-137-010, filed 12/28/00, effective 1/28/01. Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW. 87-14-001 (Order 87-6-5, Resolution No. 87-6-5), § 132E-137-010, filed 6/18/87.]

**WAC 132E-137-020 Licensee's responsibility.** (1) Those wishing to use college facilities must complete the use agreement form and submit it to the college facilities maintenance office or his designee. The licensee shall accept responsibility for any damage done to the college's property. Completion of the college facility use agreement shall constitute acceptance by the licensee of the responsibilities stated herein and willingness to comply with all rules and regulations regarding the use of college facilities as prescribed by the college. If the use of the facility is not as represented on the agreement form, an additional charge may be made. In the event of property damage, the licensee shall accept and pay the college's estimate of the amount of damage. The college may require posting of a bond.

(2) Adult leaders of using organizations shall remain with their groups during all activities, and be responsible for the conduct of their group.

(3) All organizations and groups eligible for waiver of use fee will be required to clean and put in order any facility utilized prior to leaving the facility. Custodial services will be provided by the college. The college reserves the right to charge custodial fees to the licensee, if additional clean up or maintenance is required.

(4) In the event of cancellation, licensee may be required to reimburse the college for preparation expenses.

[Statutory Authority: RCW 28B.50.140 and 34.05.356. 01-02-043, § 132E-137-020, filed 12/28/00, effective 1/28/01. Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW. 87-14-001 (Order 87-6-5, Resolution No. 87-6-5), § 132E-137-020, filed 6/18/87.]

**WAC 132E-137-030 Attendants needed.** (1) The college reserves the right to require that college staff member(s) be present at any meeting or event held in college facilities.

(2) A custodian or other authorized member of the college staff shall be available on campus at all times when college facilities are in use by any group. He/she should be contacted to correct problems in the operation of any facility in use. He/she will be alert to discover any damage or misuse of the premises and will report same immediately to the licensee and college. If custodial services beyond that normally scheduled is required as a result of any meeting, such time shall be paid by the licensee at the currently established rate, which may include overtime.

(3) When the use of special facilities or equipment makes it necessary that supervision or technical assistance be provided, a college-employed supervisor or technician shall be assigned as required by the college. Such services shall be

paid for by the licensee at the currently established rate, which may include overtime.

(4) The college reserves the right to require a campus security officer to be present at a scheduled event.

(5) The college reserves the right to charge for costs incurred for providing these services.

[Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW. 87-14-001 (Order 87-6-5, Resolution No. 87-6-5), § 132E-137-030, filed 6/18/87.]

**WAC 132E-137-040 Restrictions.** (1) No decorations or the application of materials to walls, ceilings, or floors shall be permitted which will mar, deface, or injure these surfaces. The licensee is required to arrange for the disposal of decorations, materials, equipment, furnishings, or rubbish left after the use of college facilities; otherwise they will be billed for any expense involved.

(2) Profane or other improper language, or the use of intoxicating beverages, drugs, or other controlled substances, or any other conduct which is objectionable in the judgment of the college shall not be allowed. Smoking shall be limited to those areas which are specified by the college.

(3) Games of chance and lotteries shall not be permitted except as prescribed by law and with prior approval of the college.

(4) Standard approved gym shoes shall be required for all indoor activity type games such as basketball, volleyball, badminton, etc.

(5) Keys to buildings or facilities shall not be issued or loaned on any occasion to the licensee. Doors will be opened and locked by custodians, or other authorized college personnel.

(6) College-owned equipment shall not be removed from buildings. Organizations wishing to use special equipment such as projectors may do so, if used on the campus, provided the college is satisfied that a competent operator is in charge. Charges for equipment rental and operation may be required.

(7) All shifting of furniture and equipment shall be done under supervision of a college custodian.

(8) Use of the facilities or premises shall be in full compliance with federal and state law, as well as county and city rules or ordinances; any use to the contrary shall be grounds for immediate cancellation of this agreement.

[Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW. 87-14-001 (Order 87-6-5, Resolution No. 87-6-5), § 132E-137-040, filed 6/18/87.]

**WAC 132E-137-050 Nonassignment and cancellation.** (1) This use agreement shall be nonassignable. Only the licensee as named in the use agreement shall use the facilities.

(2) The college reserves the right to cancel this agreement at any time and to refund any payment made to the college for the use of the college facilities and equipment when it deems such action advisable and in the best interests of the college.

(3) Events scheduled more than one academic quarter (3 months) in advance, may be cancelled by the college for scheduling of priority college events.

[Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW. 87-14-001 (Order 87-6-5, Resolution No. 87-6-5), § 132E-137-050, filed 6/18/87.]

**WAC 132E-137-060 Release of claims/holds harmless.** (1) In consideration of the permission granted to licensee and the minimal fee charged by the college for the use of its facilities, licensee hereby and forever releases the college and its agents, employees, or officers from all debts, claims, demands, damages, actions, and causes of action whatsoever, which licensee may now have or may hereafter have, as a result of the uses of said facility.

(2) The licensee further agrees to protect, indemnify, and hold harmless the district, college, and its agents, employees, and officers from any claims, demands, actions, damages, or causes of action directly or indirectly arising out of the use of the facilities or premises contemplated by this application.

[Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW. 87-14-001 (Order 87-6-5, Resolution No. 87-6-5), § 132E-137-060, filed 6/18/87.]

**WAC 132E-137-070 Use fees.** (1) The use fee depends on the purpose of the activity and the nature of the group using the facility.

(2) Specialized areas such as laboratories, shops, or other specialized facilities require special arrangements. The rates and conditions will be based upon careful analysis by the college of the needs, experience, and capabilities of the licensee.

(3) Fee category:

	NONPROFIT ACTIVITIES	FUND-RAISING ACTIVITIES
College Related or College Sponsored Groups	Fee Waived	Fee Waived
Public, Nonprofit Organizations	Category I	Category I Plus 10%
Private, Profit Organizations	Category II	Category II Plus 30%

(4) Fee waived means that no charge will be made for use of the facilities, but additional charges may be made for specific services, equipment and/or as the college's rental fee schedule dictates.

(5) Category I or Category II charges will be determined by the college after evaluating the nature of the proposed activity. The college's rental fee schedule shows the fee rates for Category I and Category II.

(6) Additional charges may be added to any of the above three categories and include supervision and/or security staff, above normal or overtime custodial help when required, above normal set up costs, hauling or handling equipment, use of projectors or other equipment, audio visual equipment, equipment operators, repair or damage, or other costs as determined by the college.

(7) All charges shall be paid to the college facilities office. All basic and service charges shall be paid in advance. Additional charges for damages shall be billed directly to the licensee. College employees are paid directly by the college, not the licensee.

[Statutory Authority: RCW 28B.19.020, 28B.50.140(13) and chapter 28B.50 RCW. 87-14-001 (Order 87-6-5, Resolution No. 87-6-5), § 132E-137-070, filed 6/18/87.]

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**Chapter 132E-161 WAC  
POLICY REGARDING ADMISSION AND  
REGISTRATION REGULATIONS AND  
PROCEDURES**

**WAC**

132E-161-010 Everett Community College policy regarding admission and registration regulations and procedures.

**WAC 132E-161-010 Everett Community College policy regarding admission and registration regulations and procedures.** Admission and registration regulations and procedures for students wishing to attend Everett Community College are published in the college catalog. Copies of the catalog are available in the registration office and bookstore. Questions and inquiries about regulations and procedures should be directed to the appropriate administrator.

[Statutory Authority: RCW 28B.19.020 and chapter 28B.50 RCW. 83-10-026 (Order 83-4-7, Resolution No. 83-4-7), § 132E-161-010, filed 4/28/83. Formerly chapter 132E-160 WAC.]

**Chapter 132E-276 WAC  
GOVERNING ACCESS TO PUBLIC RECORDS**

**WAC**

- 132E-276-010 Purpose.
- 132E-276-020 Definitions.
- 132E-276-030 Description of Community College District V.
- 132E-276-040 Operations and procedures.
- 132E-276-050 Public records available.
- 132E-276-060 Records officer.
- 132E-276-070 Office hours.
- 132E-276-080 Requests for public records.
- 132E-276-090 Commercial purposes.
- 132E-276-100 Inspection of public records—Copying.
- 132E-276-110 Exemptions.
- 132E-276-120 Review of denials of public records requests.
- 132E-276-130 Records index.

**WAC 132E-276-010 Purpose.** This chapter is enacted by the board of trustees of Community College District V to ensure compliance with the provisions of chapter 1, Laws of 1973 (Initiative 276), Disclosure—Campaign financing—Lobbying—Records; and in particular with sections 25 through 32 of that act, dealing with public records.

[Order 4393, § 132E-276-010, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-020 Definitions.** (1) "Public record" includes any writing containing information relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used or retained by any state or local agency regardless of physical form or characteristic.

(2) "Writing" means handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combination thereof, and all papers, maps, magnetic or paper tapes, photographic films and prints, magnetic or punched cards, disks, drums, and other documents.

(3) "District" is Washington State Community College District V, an agency organized by statute pursuant to RCW 28B.50.040. Where appropriate, the term "district" shall also refer to the board of trustees and employees of the district.

[Order 4393, § 132E-276-020, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-030 Description of Community College District V.** Community College District V is organized under RCW 28B.50.040. The district operates at Everett Community College, 2000 Tower Street, Everett, Washington 98201-1352, and encompasses the following area:

All of Snohomish County except the Edmonds School District No. 15, and those portions of the Mukilteo School District No. 6, the Northshore School District No. 417, and the Everett School District No. 2 that lie south of 124th Street.

[Statutory Authority: RCW 28B.50.140 and 34.05.356. 01-02-043, § 132E-276-030, filed 12/28/00, effective 1/28/01. Statutory Authority: RCW 28B.50.040, 88-12-005 (Order 88-5-3, Resolution No. 88-5-3), § 132E-276-030, filed 5/19/88; Order 4393, § 132E-276-030, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-040 Operations and procedures.** The district is established under RCW 28B.50.040 to implement the educational purposes set forth in RCW 28B.50.020. The district is operated under the supervision and control of a board of trustees consisting of five members appointed by the governor, each for a term of five years. Trustees hold at least one regular meeting every other month and such regular or special meetings as may be requested by the chairman of the board or by a majority of the members of the board.

[Order 4393, § 132E-276-040, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-050 Public records available.** All public records of the district, as defined in WAC 132E-276-020, are deemed to be available for public inspection and copying pursuant to these rules, except as otherwise provided by law.

[Order 4393, § 132E-276-050, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-060 Records officer.** For purposes of compliance with chapter 1, Laws of 1973, a records officer shall be designated by the president of the district. The duties of the records officer shall be as provided by the president of the district and may include, but not be limited to: The implementation of the district's rules and regulations regarding release of public records, coordinating the staff of the district in this regard, and generally insuring compliance by the staff with the public records disclosure requirements of chapter 1, Laws of 1973. The person so designated shall be located in district headquarters.

[Statutory Authority: RCW 28B.50.140 and 42.17.250 et. seq. 88-14-013 (Order 88-6A-7, Resolution No. 88-6A-7), § 132E-276-060, filed 6/27/88; Order 4393, § 132E-276-060, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-070 Office hours.** For purposes of this chapter, the office hours of Community College District V shall be regular business hours, Monday through Friday, excluding legal holidays.

[Statutory Authority: RCW 28B.50.140 and 42.17.250 et. seq. 88-14-013 (Order 88-6A-7, Resolution No. 88-6A-7), § 132E-276-070, filed 6/27/88; Order 4393, § 132E-276-070, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-080 Requests for public records.** In accordance with requirements of chapter 1, Laws of 1973, that agencies prevent unreasonable invasions of privacy, protect public records from damage or disorganization, and pre-

vent excessive interference with essential functions of the agency, public records required to be disclosed by chapter 1, Laws of 1973, may be inspected or copied, or copies of such records may be obtained, by members of the public upon compliance with the following procedures: All requests shall be directed to the records officer at district headquarters. The request shall be in writing and shall include the following information:

- (1) The name of the person requesting the record;
- (2) The calendar date and time of day the request was made;
- (3) The public record requested. If the matter requested is referenced within the current index maintained by the records officer, a reference to the requested record as it is described in such current index shall be deemed to be sufficient to identify the record requested; if the requested matter is not identifiable by reference to the district's current index, the request shall be sufficiently specific and complete so as to distinguish the material requested;
- (4) The purpose for which the public record is requested.

[Order 4393, § 132E-276-080, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-090 Commercial purposes.** No provision of any regulation contained in this chapter shall be construed as giving authority to any officer or staff member of the district to give, sell or provide access to lists of individuals for commercial purposes.

[Order 4393, § 132E-276-090, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-100 Inspection of public records—Copying.** (1) Public records of the district required to be disclosed by chapter 1, Laws of 1973, shall be provided for inspection and copying by those requesting such records by the records officer. Persons requesting such records may not remove them from the premises.

(2) No fee shall be charged for inspection of public records. The district may impose a charge for providing copies of public records; such charges shall not exceed the amount necessary to reimburse the district for its actual costs incident to such copying.

(3) No person shall be provided a copy of a public record which has been copied by the district at the request of such person until and unless such person has tendered payment for providing such copy.

[Order 4393, § 132E-276-100, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-110 Exemptions.** (1) The district reserves the right to determine that a public record requested in accordance with the procedures outlined in WAC 132E-276-080 is exempt under the provisions of section 31, chapter 1, Laws of 1973.

(2) In addition, pursuant to section 26, chapter 1, Laws of 1973, the district reserves the right to delete identifying details when it makes available or publishes any public record in any cases in which disclosure of such details would be an invasion of personal privacy protected by chapter 1, Laws of 1973.

(3) Responses by the district refusing, in whole or in part, inspection of any record shall include a statement of the specific exemption authorizing the withholding of the record



(or part) and a brief explanation of how the exemption applies to the record withheld.

(4) Pursuant to section 33, chapter 1, Laws of 1973, the district reserves the right to seek to enjoin the examination of any specific record, the examination of which the district determines would clearly not be in the public interest and would substantially and irreparably damage any person or would substantially and irreparably damage vital governmental functions.

[Order 4393, § 132E-276-110, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-120 Review of denials of public records requests.** (1) Any person who objects to the denial of a request for a public record may submit to the records officer a petition for prompt review of such decision. The written request shall specifically refer to the written statement by the records officer which accompanied the denial.

(2) Immediately after receiving a written request of review of a decision denying a public record, the records officer shall refer it to the office of the district president. The petition shall be reviewed promptly and the action of the records officer shall be approved or disapproved. Such approval or disapproval shall constitute final district action for purposes of judicial review.

[Order 4393, § 132E-276-120, filed 12/28/73, effective 1/30/74.]

**WAC 132E-276-130 Records index.** The district shall maintain and make available for public inspection and copying an appropriate index in accordance with section 26, chapter 1, Laws of 1973.

[Order 4393, § 132E-276-130, filed 12/28/73, effective 1/30/74.]

## Chapter 132E-400 WAC

### LOSS OF ELIGIBILITY—STUDENT ATHLETIC PARTICIPATION

#### WAC

132E-400-010	Grounds for ineligibility.
132E-400-020	Suspension procedure—Right to informal hearing.
132E-400-030	Hearing.
132E-400-040	Decision.

**WAC 132E-400-010 Grounds for ineligibility.** Any student found by the college to have violated chapter 69.41 RCW by virtue of a criminal conviction or otherwise insofar as it prohibits the possession, use or sale of legend drugs, including anabolic steroids, will be disqualified from participation in any school-sponsored athletic event or activity.

[Statutory Authority: Chapter 69.41 RCW, 1989 amendment. 90-09-005, § 132E-400-010, filed 4/5/90, effective 5/6/90.]

**WAC 132E-400-020 Suspension procedure—Right to informal hearing.** Any student notified of a claimed violation of WAC 132E-400-010 shall have the right to a brief adjudicative hearing if a written request for such a hearing is received by the vice-president for student services or designee within three days of receipt of a declaration of further athletic ineligibility. If no written request is received within three days after receipt of the declaration of athletic ineligibility, the student will be deemed to have waived any right to a brief adjudicative hearing and will be declared ineligible

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from further participation in school-sponsored athletic events for the remainder of the school year.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW, 07-11-166, § 132E-400-020, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140 and 34.05.356. 01-02-043, § 132E-400-020, filed 12/28/00, effective 1/28/01. Statutory Authority: Chapter 69.41 RCW, 1989 amendment. 90-09-005, § 132E-400-020, filed 4/5/90, effective 5/6/90.]

**WAC 132E-400-030 Hearing.** If a timely written request for a hearing is made, the vice-president for student services or designee shall designate a hearing officer who shall be a college officer who is not involved with the athletic program to conduct the brief adjudicative hearing. The hearing officer shall promptly conduct the hearing and permit affected parties to explain both the college's view of the matter and the student's view of the matter. The brief adjudicative proceeding shall be conducted in accordance with the Administrative Procedure Act, RCW 34.05.482 through 34.05.494.

[Statutory Authority: Chapters 28B.50 and 28B.10 RCW, 07-11-166, § 132E-400-030, filed 5/23/07, effective 6/23/07. Statutory Authority: RCW 28B.50.140 and 34.05.356. 01-02-043, § 132E-400-030, filed 12/28/00, effective 1/28/01. Statutory Authority: Chapter 69.41 RCW, 1989 amendment. 90-09-005, § 132E-400-030, filed 4/5/90, effective 5/6/90.]

**WAC 132E-400-040 Decision.** The college official who acts as hearing officer shall issue a written decision which shall include a brief statement of the reasons for the decision and a notice that judicial review may be available. All documents presented, considered, or prepared by the hearing officer shall be maintained as the official record of the brief administrative proceeding. A decision must be promptly rendered after the conclusion of the brief adjudicative hearing and in no event later than twenty days after the request for hearing is received by the vice-president for student services.

[Statutory Authority: RCW 28B.50.140 and 34.05.356. 01-02-043, § 132E-400-040, filed 12/28/00, effective 1/28/01. Statutory Authority: Chapter 69.41 RCW, 1989 amendment. 90-09-005, § 132E-400-040, filed 4/5/90, effective 5/6/90.]