

**Chapter 132H-140 WAC**  
**FEES—FACILITY RENTAL—ADDITIONAL SERVICES FOR COMMUNITY COLLEGE**  
**DISTRICT VIII**

Last Update: 3/14/05

**WAC**

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

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| 132H-140-060  | Limitations. [Statutory Authority: RCW 28B.50.140. WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-060, filed 5/12/82; WSR 79-10-051 (Order 64, Resolution No. 121), § 132H-140-060, filed 9/17/79; Order 28, § 132H-140-060, filed 3/7/75.] Repealed by WSR 02-14-007, filed 6/20/02, effective 7/21/02. Statutory Authority: RCW 28B.50.140.        |
| 132H-140-080  | Basic facility fee structure. [Statutory Authority: RCW 28B.50.140. WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-080, filed 5/12/82.] Repealed by WSR 02-14-007, filed 6/20/02, effective 7/21/02. Statutory Authority: RCW 28B.50.140.  |
| 132H-140-090  | Services and equipment fees. [Statutory Authority: RCW 28B.50.140. WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-090, filed 5/12/82.] Repealed by WSR 02-14-007, filed 6/20/02, effective 7/21/02. Statutory Authority: RCW 28B.50.140.   |
| 132H-140-100  | Delegation of authority. [Statutory Authority: RCW 28B.50.140. WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-100, filed 5/12/82.] Repealed by WSR 02-14-007, filed 6/20/02, effective 7/21/02. Statutory Authority: RCW 28B.50.140.   |
| 132H-140-900  | Form—No. BCC-040-026—Application for use of college facilities. [Statutory Authority: RCW 28B.50.140. WSR 79-10-051 (Order 64, Resolution No. 121), § 132H-140-900, filed 9/17/79; Order 28, Form BCC-040-026 (codified as WAC 132H-140-900), filed 3/7/75.] Repealed by WSR 02-14-007, filed 6/20/02, effective 7/21/02. Statutory Authority: RCW 28B.50.140. |
| 132H-140-9001 | Form—No. BCC-040-035—Request for optional services. [Order 28, Form BCC-040-035 (codified as WAC 132H-140-9001), filed 3/7/75.] Repealed by WSR 79-10-051 (Order 64, Resolution No. 121), filed 9/17/79. Statutory Authority: RCW 28B.50.140.  |

**WAC 132H-140-010 Title.** WAC 132H-140-010 through 132H-140-110 will be known as facility usage for other than first amendment activities for Community College District VIII.

[Statutory Authority: RCW 28B.50.140. WSR 05-07-069, § 132H-140-010, filed 3/14/05, effective 4/14/05; WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-010, filed 5/12/82; WSR 79-10-051 (Order 64, Resolution No. 121), § 132H-140-010, filed 9/17/79; Order 28, § 132H-140-010, filed 3/7/75.]

**WAC 132H-140-020 Statement of purpose.** Bellevue Community College District VIII is an educational institution provided and maintained by the people of the state of Washington. The college reserves its facilities, buildings and grounds for those activities that are related to its broad educational mission. At other times, the college facilities may be made available to other individuals and organizations.

The purpose of these regulations is to establish procedures and reasonable controls for the use of college facilities for noncollege groups and for college groups where applicable.

In keeping with this general purpose, and consistent with RCW 28B.50.140(7) and 28B.50.140(9), facilities should be available for a variety of uses which are of benefit to the general public if such general uses substantially relate to and do not interfere with the

mission of the college. However, a state agency is under no obligation to make its public facilities available to the community for private purposes.

Primary consideration shall be given at all times to activities specifically related to the college's mission, and no arrangements shall be made that may interfere with, or operate to the detriment of, the college's own teaching, or public service programs.

Reasonable conditions may be imposed to regulate the timeliness of requests, to determine the appropriateness of space assigned, time of use, and to insure the proper maintenance of the facilities. Subject to the same limitations, college facilities shall be made available for assignment to individuals or groups within the college community. Such arrangements by both organizations and individuals must be made through campus operations.

[Statutory Authority: RCW 28B.50.140. WSR 05-07-069, § 132H-140-020, filed 3/14/05, effective 4/14/05; WSR 02-14-007, § 132H-140-020, filed 6/20/02, effective 7/21/02; WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-020, filed 5/12/82; WSR 79-10-051 (Order 64, Resolution No. 121), § 132H-140-020, filed 9/17/79; Order 28, § 132H-140-020, filed 3/7/75.]

**WAC 132H-140-025 Facilities use for first amendment activities.**

Use of the campus for first amendment activities, as defined by law, is governed by the rules set forth in chapter WAC 132H-142-010 through 132H-142-060. This chapter does not apply to those individuals or groups using the college facilities for first amendment activities.

[Statutory Authority: RCW 28B.50.140. WSR 05-07-069, § 132H-140-025, filed 3/14/05, effective 4/14/05.]

**WAC 132H-140-030 Request for use of facilities.**

Requests by noncollege groups for utilization of college facilities shall be made to the director of campus operations or a designee, who shall be the agent of the college in consummating rental and use agreements.

[Statutory Authority: RCW 28B.50.140. WSR 05-07-069, § 132H-140-030, filed 3/14/05, effective 4/14/05; WSR 02-14-007, § 132H-140-030, filed 6/20/02, effective 7/21/02; WSR 79-10-051 (Order 64, Resolution No. 121), § 132H-140-030, filed 9/17/79; Order 28, § 132H-140-030, filed 3/7/75.]

**WAC 132H-140-040 Facility usage board policy.**

The board of trustees of Bellevue Community College District VIII provides college personnel, students, college organizations and the general public the opportunity to use the college grounds and buildings subject to WAC 132H-140-010 through 132H-140-110 and in compliance with local, state and federal laws if

(1) The individual or organization requesting the space is approved to use it and

(2) The space is available and has been reserved for the activity.

[Statutory Authority: RCW 28B.50.140. WSR 02-14-007, § 132H-140-040, filed 6/20/02, effective 7/21/02; WSR 82-11-039 (Order 80, Resolution No. 149), § 132-140-040 (codified as WAC 132H-140-040), filed 5/12/82; WSR 79-10-051 (Order 64, Resolution No. 121), § 132H-140-040, filed 9/17/79; Order 28, § 132H-140-040, filed 3/7/75.]

**WAC 132H-140-050 Scheduling and reservation practices.** The primary purpose of college facilities is to serve the instructional program of the college. However, the facilities, when not required for scheduled college use, may be available for rental by the public in accordance with current fee schedules and other relevant terms and conditions for such use.

No college facilities may be used by individuals or groups from outside the college unless the facilities including buildings, equipment and facilities land have been reserved.

In determining whether to accept a request for the use of college facilities, the administration shall use the college mission statement and the following items, listed in priority order, as guidelines:

- (1) Bellevue Community College scheduled programs and activities.
- (2) Major college events.
- (3) Foundation related events.
- (4) Noncollege (outside individual or organization) events.

Arrangements for use of college facilities must be made through the campus operations office.

[Statutory Authority: RCW 28B.50.140. WSR 05-07-069, § 132H-140-050, filed 3/14/05, effective 4/14/05; WSR 02-14-007, § 132H-140-050, filed 6/20/02, effective 7/21/02; WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-050, filed 5/12/82; WSR 79-10-051 (Order 64, Resolution No. 121), § 132H-140-050, filed 9/17/79; Order 28, § 132H-140-050, filed 3/7/75.]

**WAC 132H-140-065 Limitations and denial of use.** Bellevue Community College is a state agency and exists to serve the public. However, the college may deny use of its facilities to any individual, group or organization if the requested use would

- (1) Interfere or conflict with the college's instructional, student services or support programs;
- (2) Interfere with the free flow of pedestrian or vehicular traffic on campus;
- (3) Involve illegal activity;
- (4) Create a hazard or result in damage to college facilities; or
- (5) Create undue stress on college resources (e.g., a request for a major event may be denied if another major event is already scheduled for the same time period, because of demands for parking, security coverage, etc.).

Where college space is used for an authorized function (such as a class or a public or private meeting under approved sponsorship, administrative functions or service related activities), groups must obey or comply with directions of the designated administrative officer or individual in charge of the meeting.

Any individual or group granted permission to use college facilities shall agree in advance to abide by all college rules and regulations. The college reserves the right to deny use of college facilities

ties to any individual or group whose past conduct indicates a likelihood that college rules and regulations will not be obeyed. The college may also deny use to a requesting individual or organization which has used the facilities in the past and has damaged college property, left college buildings and grounds in excessive disorder, or failed to cooperate with college staff concerning use of the facilities.

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

College facilities may be used for purposes of political campaigning by or for candidates who have filed for public office, directed to members of the public, only when the full rental cost of the facility is paid. Use of state funds to pay for facility rental costs for political campaigns is prohibited.

If at any time actual use of college facilities by an individual or group constitutes an unreasonable disruption of the normal operation of the college, such use shall immediately terminate, all persons engaged in such use shall immediately vacate the premises, and leave the college property upon command of the appropriate college official.

Advertising or promotional materials for any event being held in a college facility must follow the same procedure as applies to students outlined in WAC 132H-120-050.

Use of audio amplifying equipment is permitted only in locations and at times that will not interfere with the normal conduct of college affairs.

BCC facilities may not be used for private or commercial purposes unless such activities clearly serve the educational mission of the college, are either sponsored by an appropriate college unit or conducted by contractual agreement with the college. Commercial uses may also be made as noted in WAC 132H-133-050.

Alcoholic beverages will not be served without the approval of the president or his/her designee. It shall be the responsibility of the event sponsor to obtain all necessary licenses from the Washington state liquor control board and adhere to their regulations, and those of Bellevue Community College.

[Statutory Authority: RCW 28B.50.140. WSR 05-07-069, § 132H-140-065, filed 3/14/05, effective 4/14/05; WSR 02-14-007, § 132H-140-065, filed 6/20/02, effective 7/21/02.]

**WAC 132H-140-070 Other requirements.** (1) When using college facilities, an individual or organization may be required to make an advance deposit, post a bond and/or obtain insurance to protect the college against cost or other liability.

(2) When the college grants permission to an individual or organization to use its facilities it is with the expressed understanding and condition that the individual or organization assumes full responsibility for any loss or damage resulting from such use and agrees to hold harmless and indemnify the college against any loss or damage claim arising out of such use.

[Statutory Authority: RCW 28B.50.140. WSR 02-14-007, § 132H-140-070, filed 6/20/02, effective 7/21/02; WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-070, filed 5/12/82.]

**WAC 132H-140-085 Facility rental/use fees.** Fees will be charged in accordance with a schedule available at the campus operations office. The college reserves the right to make pricing changes without prior written notice, except that such price changes shall not apply to facility use agreements already approved by the administration.

[Statutory Authority: RCW 28B.50.140. WSR 02-14-007, § 132H-140-085, filed 6/20/02, effective 7/21/02.]

**WAC 132H-140-110 Animals policy.** Pets on the grounds of Bellevue Community College shall be in the physical control of their owner in accordance with the city of Bellevue "leash law" ordinance, chapter 8.04.

Animals, except for service animals, are prohibited from entering buildings operated by Bellevue Community College.

[Statutory Authority: RCW 28B.50.140. WSR 02-14-007, § 132H-140-110, filed 6/20/02, effective 7/21/02; WSR 82-11-039 (Order 80, Resolution No. 149), § 132H-140-110, filed 5/12/82.]

**WAC 132H-140-120 Trespass.** (1) Individuals who are not students or members of the faculty or staff and who violate these rules will be advised of the specific nature of the violation, and if they persist in the violation, they will be requested by the president, or his or her designee, to leave the college property. Such a request prohibits the entry of and withdraws the license or privilege to enter onto or remain upon any portion of the college facilities by the person or group of persons requested to leave. Such persons shall be subject to arrest under the provisions of chapter 9A.52 RCW. Individuals requested to leave college property may appeal that decision by submitting to the college president by certified mail, return receipt requested, a letter stating the reasons the person should not be barred from college facilities. The college president or designee shall respond in writing within fifteen calendar days with a final decision of the college. Persons shall continue to be barred from college property while an appeal is pending.

(2) Students, faculty, and staff of the college who do not comply with these regulations will be reported to the appropriate college office or agency for action in accordance with this chapter or with other applicable rules, regulations, or policies.

[Statutory Authority: RCW 28B.50.140. WSR 02-14-007, § 132H-140-120, filed 6/20/02, effective 7/21/02.]