

**WALLA WALLA COMMUNITY COLLEGE
PRACTICE AND PROCEDURE
BOARD POLICY 1390 - [WAC 132T-09](#)**

WAC 132T-09-001

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 hereby amended, are adopted for use at Walla Walla Community College District 20. 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 previously adopted by this college, the model rules prevail.

[Statutory Authority: Chapters [28B.19](#) [28B.50], 34.05, and [28B.50](#) RCW. WSR 22-18-027, § 132T-09-001, filed 8/29/22, effective 9/29/22; Order 72-8, § 132T-09-001, filed 5/2/72.]

WAC 132T-09-005

Appointment of presiding officers.

The president or designee shall appoint 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 designee, or any combination of the above. Where more than one individual is appointed to be the presiding officer, the president or designee shall designate one person to make decisions concerning discovery, closure, means of recording adjudicative proceedings, and similar matters.

[Statutory Authority: Chapters [28B.19](#) [28B.50], 34.05, and [28B.50](#) RCW. WSR 22-18-027, § 132T-09-005, filed 8/29/22, effective 9/29/22; Order 72-8, § 132T-09-005, filed 5/2/72.]

WAC 132T-09-010

Method of recording.

Proceedings will be recorded by a method determined by the presiding officer, among those available under the model rules of procedure.

[Statutory Authority: Chapters [28B.19](#) [28B.50], 34.05, and [28B.50](#) RCW. WSR 22-18-027, § 132T-09-010, filed 8/29/22, effective 9/29/22; Order 72-8, § 132T-09-010, filed 5/2/72.]

WAC 132T-09-080

Application for adjudicative proceeding.

An application for adjudicative proceeding shall be in writing. Application forms are available at the following address:

Office of the President
Walla Walla Community College
500 Tausick Way
Walla Walla, WA 99362

Written application for an adjudicative proceeding shall be submitted to the above address within 20 calendar days of the date of the agency action that gave rise to the application, unless provided for otherwise by statute or rule.

[Statutory Authority: Chapters [28B.19](#) [28B.50], 34.05, and [28B.50](#) RCW. WSR 22-18-027, § 132T-09-080, filed 8/29/22, effective 9/29/22; Order 72-8, § 132T-09-080, filed 5/2/72.]

WAC 132T-09-090

Brief adjudicative procedures.

This rule is adopted in accordance with RCW [34.05.482](#) through [34.05.494](#), the provisions of which are adopted by reference. In addition to those proceedings specified elsewhere in college regulations, brief adjudicative procedures shall be used in all matters related to:

- (1) Residency determinations;
- (2) Challenges to content of education records; or
- (3) Outstanding debts owed by students or employees.

[Statutory Authority: Chapters [28B.19](#) [28B.50], 34.05, and [28B.50](#) RCW. WSR 22-18-027, § 132T-09-090, filed 8/29/22, effective 9/29/22; Order 72-8, § 132T-09-090, filed 5/2/72.]

WAC 132T-09-100

Discovery.

Discovery in adjudicative proceedings may be permitted at the discretion of the presiding officer. In permitting discovery, the presiding officer shall refer to the civil rules of procedure. The presiding officer may control the frequency and nature of discovery permitted and order discovery conferences to discuss discovery issues.

[Statutory Authority: Chapters [28B.19](#) [28B.50], 34.05, and [28B.50](#) RCW. WSR 22-18-027, § 132T-09-100, filed 8/29/22, effective 9/29/22; Order 72-8, § 132T-09-100, filed 5/2/72.]

WAC 132T-09-110

Procedure for closing parts of the hearings.

Any party may apply for a protective order to close part of the hearing. The party making the request shall 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 10 calendar 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 in writing within 20 calendar days of receiving the request.

[Statutory Authority: Chapters [28B.19](#) [28B.50], 34.05, and [28B.50](#) RCW. WSR 22-18-027, § 132T-09-110, filed 8/29/22, effective 9/29/22; Order 72-8, § 132T-09-110, filed 5/2/72.]

WAC 132T-09-120

Recording devices.

No cameras or recording devices are allowed in those parts of the proceedings that the presiding officer has determined shall be closed under WAC [132T-09-010](#), except for the method of official recording selected by the college.

[Statutory Authority: Chapters [28B.19](#) [28B.50], 34.05, and [28B.50](#) RCW. WSR 22-18-027, § 132T-09-120, filed 8/29/22, effective 9/29/22; Order 72-8, § 132T-09-120, filed 5/2/72.]

Policy Contact: President

Approved by (Department/Body): WWCC Board of Trustees

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