Chapter 132I-104 WAC
BYLAWS OF THE BOARD OF TRUSTEES

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DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER
WAC 132I-104-010 Purpose. [Order 005, § 132I-104-010, filed 2/27/74.] Repealed by WSR 92-15-115, filed 7/21/92, effective 8/21/92. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140.
WAC 132I-104-050 Officers of the board of trustees. [Order 005, § 132I-104-050, filed 2/27/74.] Repealed by WSR 92-15-115, filed 7/21/92, effective 8/21/92. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140.
WAC 132I-104-060 Meetings of the board of trustees. [Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. WSR 92-15-115, § 132I-104-060, filed 10/2/81; Order 005, § 132I-104-060, filed 2/27/74.] Repealed by WSR 92-15-115, filed 7/21/92, effective 8/21/92. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140.
WAC 132I-104-070 Parliamentary procedure. [Order 005, § 132I-104-070, filed 2/27/74.] Repealed by WSR 92-15-115, filed 7/21/92, effective 8/21/92. Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140.

WAC 132I-104-020 Seal and name of the college district. The board of trustees shall maintain an official seal for use upon any or all official documents of the board. The seal shall have inscribed upon it: Highline College, Community College District 9. [Order 005, § 132I-104-020, filed 2/27/74.]

WAC 132I-104-030 Officers of the board. At the first regular meeting of the board each fiscal year, the board shall elect, from its membership, a chair and vice chair to serve for the ensuing year. In addition, the president of Community College District 9 shall serve as secretary to the board of trustees as specified by state law. The secretary may, at his discretion, appoint an appropriate college staff member to act as recording secretary for all regular and special meetings of the board.

1. The chair, in addition to any duties imposed by rules and regulations of the state board for community college education, shall preside at each regular or special meeting of the board, sign all legal and official documents recording actions of the board, and review the agenda prepared for each meeting of the board. The chair shall, while presiding at official meetings, have full right of discussion and vote.
2. The vice chair, in addition to any duties imposed by rules and regulations of the state board for community college education shall act as chair of the board in the absence of the chair.
3. The secretary of the board shall be the president of Community College District 9 and shall serve as chair, with-
(b) Approval of previous minutes
(c) Correspondence
(d) Standing reports
(e) Recommendations for action
(f) Reports
(g) Discussion
(h) Unscheduled business
(i) New business
(j) Adjournment

(2) The order of business may be changed by the chair with the consent of the board members present. The chair may announce at the beginning of each meeting that members of the audience may speak to any item on the agenda at the time of its presentation to the board. The chair shall have the right to limit the length of time used by a speaker for the discussion of a subject.

(3) Proposed new policies and/or changes in policy will be presented first to the board of trustees as a report. Board action will be taken normally at a subsequent meeting. If expedient action on the matter would be clearly beneficial to the college, the board may consider, by casting not less than four affirmative votes, taking action at the time the policy is first presented to the board.

[Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. WSR 92-15-115, § 132I-104-090, filed 7/21/92, effective 8/21/92; Order 010, § 132I-104-090, filed 10/31/75; Order 008, § 132I-104-090, filed 11/27/74; Order 005, § 132I-104-090, filed 2/27/74.]

WAC 132I-104-100  Records of board action. All business transacted in official board meetings shall be recorded in minutes and filed for reference. Records are kept in the office of the secretary of the board.

[Order 005, § 132I-104-100, filed 2/27/74.]

WAC 132I-104-110  Changes to bylaws of the board of trustees. The board of trustees may adopt bylaws to govern its operations. A record of these bylaws shall be maintained in the office of the president. Bylaws of the board may be revised by majority vote of the board provided such changes are proposed at least one regular meeting prior to the meeting at which the vote is taken. Bylaws may be revised by unanimous vote of the board at the same meeting at which the revision is originally proposed.

[Statutory Authority: Chapter 34.05 RCW et seq., RCW 28B.50.100 and 28B.50.140. WSR 92-15-115, § 132I-104-110, filed 7/21/92, effective 8/21/92; Order 005, § 132I-104-110, filed 2/27/74.]