

**Chapter 495B-104 WAC  
BOARD OF TRUSTEES**

Last Update: 10/19/23

**WAC**

495B-104-010      Time and place of board meetings.  
495B-104-020      Request for items to be placed on board agenda.  
495B-104-030      Delegation to college president.

**WAC 495B-104-010 Time and place of board meetings.** The board of trustees shall hold one regular meeting on the third Thursday of each month at 9:00 a.m. and such special meetings as may be requested by the chair of the board or by a majority of the members of the board and announced in accordance with law. All board meeting dates may be found in the *Washington State Register* and at the college website (btc.edu).

All regular and special meetings of the board of trustees shall be held at Bellingham Technical College, College Services, Room 215, 3028 Lindbergh Avenue, Bellingham, WA 98225, unless scheduled elsewhere, and are open to the general public, except for lawful executive sessions.

No official business may be conducted by the board of trustees except during a regular or special meeting.

[Statutory Authority: Chapters 28B.10 and 34.05 RCW, RCW 28B.50.140(13), and 20 U.S.C. § 1092(f). WSR 23-22-011, § 495B-104-010, filed 10/19/23, effective 11/19/23. Statutory Authority: RCW 28B.10.140, 42.30.075 and chapter 34.05 RCW. WSR 93-05-018, § 495B-104-010, filed 2/10/93, effective 3/13/93.]

**WAC 495B-104-020 Request for items to be placed on board agenda.** Anyone, other than a board member or a representative of the president's office wishing an item placed on the agenda of a board meeting, must have a written request in the office of the president at least two weeks in advance of the next scheduled meeting of the board. The president will relate the request to the chair of the board as soon as feasible. The chair will determine whether the item is to be placed on the agenda. The chair or a designee will notify the individual initiating the request as to whether or not the item will be placed on the agenda.

[Statutory Authority: Chapters 28B.10 and 34.05 RCW, RCW 28B.50.140(13), and 20 U.S.C. § 1092(f). WSR 23-22-011, § 495B-104-020, filed 10/19/23, effective 11/19/23. Statutory Authority: RCW 28B.10.140, 42.30.075 and chapter 34.05 RCW. WSR 93-05-018, § 495B-104-020, filed 2/10/93, effective 3/13/93.]

**WAC 495B-104-030 Delegation to college president.** The board of trustees delegates to the college president its authority and responsibility to administer Bellingham Technical College in accordance with laws, policies, and rules approved or sanctioned by the board of trustees. At the operational level, the president has final administrative authority over all matters affecting the college district.

[Statutory Authority: RCW 28B.10.140, 42.30.075 and chapter 34.05 RCW.  
WSR 93-05-018, § 495B-104-030, filed 2/10/93, effective 3/13/93.]