

**11—7.2(8A,17A) Definitions.** Except where otherwise specifically defined by law:

“*Administrative law judge (ALJ)*” means an employee of the administrative hearings division of the department of inspections and appeals who presides over contested cases and other proceedings.

“*Contested case*” means a proceeding defined by Iowa Code section 17A.2(5) and includes any matter defined as a no factual dispute contested case under Iowa Code section 17A.10A.

“*Department*” means the department of administrative services (DAS).

“*Director*” means the director of the department of administrative services or the director’s designee.

“*Division*” means the division of administrative hearings of the department of inspections and appeals (DIA).

“*Ex parte*” means a communication, oral or written, to the presiding officer or other decision maker in a contested case without notice and an opportunity for all parties to participate.

“*Filing*” is defined in subrule 7.12(4) except where otherwise specifically defined by law.

“*Issuance*” means the date of mailing of a decision or order or date of delivery if service is by other means, unless another date is specified in the order.

“*Party*” means a party as defined in Iowa Code subsection 17A.2(8).

“*Presiding officer*” means the administrative law judge (ALJ) assigned to the contested case or, in the case of an appeal pursuant to rule 11—52.5(8A), the classification appeal committee appointed by the director.

“*Proposed decision*” means the presiding officer’s recommended findings of fact, conclusions of law, and decision and order in contested cases where the department did not preside.