

**STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION**

**STATEMENT OF POLICY**

**POLICY NUMBER:** 8-3-101

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**POLICY TITLE:** FACULTY NON-WORKDAYS

**LEGAL AUTHORITY:** Section 59-53-20 of the 1976 Code of Laws of South Carolina,  
As Amended

**DIVISION OF  
RESPONSIBILITY:** Human Resource Services

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**DATE APPROVED BY BOARD:** November 11, 1999

**DATE OF LAST REVISION:** August 19, 2014

**DISCLAIMER**

**PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE SC STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION / THE SC TECHNICAL COLLEGE SYSTEM. THE STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION/THE SC TECHNICAL COLLEGE SYSTEM RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.**

It is the policy of the State Board for Technical and Comprehensive Education to grant full-time faculty in FTE positions non-work days in lieu of the accrual of annual leave. Faculty includes all college personnel whose primary responsibility is direct classroom instruction or a combination of instructional, supervisory and/or management responsibilities in direct support of instruction. Professional librarians are considered to be faculty and are subject to the provisions of this policy.