

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

STATEMENT OF POLICY

POLICY NUMBER: 8-8-100

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POLICY TITLE: SEPARATION PRACTICES

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

**DIVISION OF
RESPONSIBILITY:** Human Resource Services

DATE APPROVED BY BOARD: October 25, 2013

DATE OF LAST REVISION: July 25, 2023

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 that employee separations/terminations (voluntary and involuntary) are handled in a consistent and professional manner with minimal disruption to ongoing work functions. Separating employees are encouraged to participate in the exit interview process.

Date of Last Review: July 25, 2023