

**STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION**

**STATEMENT OF POLICY**

**POLICY NUMBER:** 8-8-100

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**POLICY TITLE:** TERMINATION PRACTICES

**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:** October 25, 2013

**DATE OF LAST REVISION:** October 25, 2013

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