

TECHNICAL COLLEGE OF THE LOWCOUNTRY

STATEMENT OF POLICY

POLICY NUMBER: 3-1-315 REF. STATE BOARD POLICY:

PAGE: 1 OF 1

POLICY TITLE: OFFICE HOURS

LEGAL AUTHORITY:

DIVISION OF
RESPONSIBILITY: ACADEMIC AFFAIRS

May 10, 2002
Date Approved by Commission

1
REVISION NUMBER

August Cotton
5/10/2002
CHAIRMAN DATE

Ann S. M... 5/10/2002
PRESIDENT DATE

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 COLLEGE. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE COLLEGE 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.

In addition to teaching a normal load, each full-time faculty member must maintain at least eight on-campus office hours per week. These hours should be at times convenient to the majority of the students enrolled in classes and normally are not to be used for college service.