

UNCLASSIFIED PERSONNEL SALARY SUPPLEMENTS HR-613

Department Responsibility: Human Resources **Approved Date:** November 17, 2020

Related Policies & Laws:

CHAIRMAN SIGNATURE

PRESIDENT SIGNATURE

It is the policy of the Technical College of the Lowcountry to recognize the administrative responsibilities of deans/division heads, selected instructors, and program coordinators through position supplements.

The College will maintain a procedure for awarding salary supplements, release time, or a combination of both, based on the complexity of the individual's responsibility and complying with policies of the State Board for Technical and Comprehensive Education.

In the case of extenuating circumstances, the President may approve an exception to the College procedure with documented rationale of need from the Vice President for Academic Affairs.

PROCEDURES: