

HORRY-GEORGETOWN TECHNICAL COLLEGE

POLICY

Number: 3.1.3
Title: Employment Practices
Authority: Title 59, Chapter 53, Sections 810-860 of the
1976 Code of Laws of South Carolina, as Amended.
Responsibility: Vice President, Human Resources and Employee Relations

Original Approval Date: 06-09-1994
Last Cabinet Review: 03-01-2023
Last Revision: 09-28-2021

Chairperson

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 AGENCY.

All employment decisions (recruitment, hiring, promotion and all other terms and conditions of employment) shall be made without discrimination of race, color, religion, sex (including pregnancy, childbirth, lactation, or related medical condition), national origin, age (40 or older), disability, genetic information, or any other protected classes deemed unlawful under the State or Federal law.

Horry-Georgetown Technical College shall be an Affirmative Action/Equal Opportunity employer and shall adhere to all state and federal laws applicable to employment decisions. The President shall have authority to establish all full time and part time employment positions at the College, subject to applicable federal and state laws, and the South Carolina Technical College System regulations as well as budget requirements.

The President shall have authority to conduct proper employment searches and to employ all full-time and part-time personnel for positions established at the College.

The President shall be expected to appoint an Affirmative Action/Equal Opportunity Officer to oversee the conduct of employment searches and assure that screening processes are conducted consistent with federal, state system and College employment policies and procedures.