

**Williamsburg Technical College
PROCEDURE**

SECTION C – HUMAN RESOURCES MANAGEMENT

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| Title OTHER LEAVE TYPES | Number C-9.1 |
| Division of Responsibility Administration and Finance | Approval Date Page 1/21/2021 1 of 1 |
| Approval Vice President _____ President _____ | Supersedes Procedure No. C-9.1 Date 2/3/14 |

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

Williamsburg Technical College will follow the guidelines contained in State Board for Technical and Comprehensive Education Procedures 8-3-103.1, 8-3-103.2, 8-3-103.3, 8-3-103.4, 8-3-103.5, and 8-3-103.6, pertaining to Other Leave Types. State Board policies and procedures may be viewed on the System Office website at www.sctechsystem.edu.