

**Williamsburg Technical College
STATEMENT OF POLICY**

SECTION A – COLLEGE ORGANIZATION AND GOVERNANCE

Title COLLEGE COMMITTEES	Number A-11
Division of Responsibility President	Date Page 11/2/20 1 of 1
Approval President _____ Commission Chair _____	Supersedes Policy No. A-12 Date 6/2/08

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.

All employees are expected to serve on College committees. Normally, an employee will not serve on more than two committees simultaneously. (Employees may volunteer to serve on more than two committees.)

Any employee may recommend the establishment of a standing or an ad hoc committee. Such recommendations will be forwarded through line channels to the appropriate institutional officer who will further submit the proposal to the President. The President will appoint all standing committees and institution-wide ad hoc committees.

The appropriate officer of an organizational unit may appoint ad hoc committees within the unit as required to carry out the responsibilities of the unit. Normally, these committees will not be included on the committee roster unless authorized by the President.

Committee decisions or recommendations are advisory in nature unless specific authority is delegated in writing by the President.