

Policy 5.04

Employment Policy

- The Board of Trustees has delegated the employment of all College personnel to the President. It shall be the responsibility of the President of the College, through the selection procedure to appoint personnel whose qualifications meet the requirements of the responsibilities assigned. The President is authorized to modify the selection process from the general guidelines contained in this manual. A copy of the contract shall be on file in the Human Resource's Office with the appointee holding one copy.
- The Board of Trustees and the President recognize their responsibility for the development of equal opportunities that do not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, or national origin and will take affirmative action to ensure that all personnel actions will be taken without regard to these factors.
- In accordance with N.C. General Statute 128-15, veterans and their spouses or surviving spouses who served this State and this Country during a period of war will be given preference in employment decisions when the qualifications and experience of the final candidates for a position are generally equal. For the purposes of this policy, "veterans" include those individuals who served in the Armed Forces of the United States on active duty, for reasons other than training, and have been discharged under other than dishonorable conditions. A "period of war" includes World War I (April 16, 1917, through November 11, 1918), World War II (December 7, 1941, through December 31, 1946), the Korean Conflict (June 27, 1950, through January 31, 1955), the period of time between January 31, 1955, and the end of the hostilities in Vietnam (May 7, 1975), or any other campaign expedition, or engagement for which a campaign badge or medal is authorized by the United States Department of Defense. Also for the purposes of this policy, "eligible veterans" include a veteran who served during a period of war; the spouse of a disabled veteran; the surviving spouse or dependent of a veteran who dies on active duty during a period of war either directly or indirectly as the result of such service; a veteran who suffered a disabling injury for service-related reasons during peacetime; the spouse of a veteran who suffered a disabling injury for service-related reasons during peacetime; or the surviving spouse or dependent of a person who served in the Armed Forces of the United States on active duty, for reasons other than training, who dies for service-related reasons during peacetime. Applicants and employees should identify themselves as meeting the above criteria when submitting their application to the Human Resources Office.

Policy

References

Legal References: *1C SBCCC 200.94*

SACSCOC References: *Enter SACSCOC references here*

Cross References:

History

Senior Staff Review/Approval Dates: *11/6/2013*

Board of Trustees Review/Approval Dates: *11/6/2013*

Implementation Dates: *Enter date(s) here*