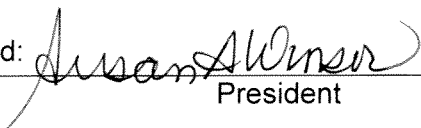


**AIKEN TECHNICAL COLLEGE  
POLICY**

Policy Title:	COLLEGE CLOSING	Policy Number:	1-3-107
Institutional Authority:	President		
Associated SBTCE Policy:	8-3-105		
Associated ATC Procedure:	1-3-107.1; 3-2-101.1		

Approved:

  
President

  
Commission Chairperson

Date

Adopted: 07/01/2004

Date

Revised: 02/11/2008

**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.**

It is the policy of Aiken Technical College that the College will close when the Governor issues a Declaration of Emergency. A Declaration of Emergency will be issued when there is extreme weather or other specified emergency conditions that would expose State employees to harmful or unsafe conditions, as determined by the Governor's Office. The Declaration of Emergency may apply to the entire State or only specific geographical regions. When the Governor has not declared a state of emergency, but a local weather or other emergency condition creates an unsafe condition, the President will be responsible for making the decision to close the College.

When the Governor makes a Declaration of Emergency or the President closes the College, all offices are to be closed and no employee, with the exception of essential personnel, is to report to work.

Policy Review		
Review Date	Reviewed By	Date Completed
07/01/2007		
02/11/2013		