PIEDMONT TECHNICAL COLLEGE

POLICY

POLICY NUMBER: **8-5-1000**

TITLE: **Disciplinary Action**

RELATED POLICY AND PROCEDURES: **8-5-1000.1 Disciplinary Action**

DIVISION OF RESPONSIBILITY: **Business and Finance**

April 16, 2013	**June 29, 2015**	
Date Approved by Area Commission	**Date of Last Review**	**Date of Last Revision**

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 COLLEGE.

It is the policy of Piedmont Technical College (PTC) to practice progressive discipline as outlined in PTC Procedure 8-5-1000.1. Progressive discipline is intended to be corrective rather than punitive. Continued minor offenses may require a series of disciplinary actions, up to and including termination; whereas, a severe act of misconduct may result in immediate termination. Each offense will be considered on a case-by-case