

**STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION  
STATEMENT OF POLICY**

**POLICY NUMBER: 8-1-100**

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**POLICY TITLE: SEPARATION INCENTIVE PROGRAMS**

**LEGAL AUTHORITY: Sections 9-1-1140(I) and 9-11-50(I) of the 1976 Code of Laws of South Carolina, As Amended, and the SC General Appropriations Act**

**DIVISION OF RESPONSIBILITY: Human Resource Services**

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**DATE APPROVED BY BOARD: August 1, 2013**

**DATE OF LAST REVISION: June 14, 2013**

**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 SC STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION / THE SC TECHNICAL COLLEGE SYSTEM. THE STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION/THE SC TECHNICAL COLLEGE SYSTEM 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**

This policy statement authorizes two procedures, the Retirement Incentive and Voluntary Separation Programs.

It is the policy of the State Board for Technical and Comprehensive Education (SBTCE) to allow the System Office or College the option to choose to implement one or both of the separation plans should financial circumstances warrant the use of such a program.

Should the System Office or College opt to participate in either of these programs a written plan must be developed in consultation with the SBTCE Human Resource Services, the Budget and Control Board's Human Resources Division, and S.C. Retirement Systems. Written plans must then be submitted for approval by the SBTCE Executive Director, and/or his designee, prior to submission to the Budget and Control

*Date of Last Review: June 14, 2013*

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Board's Office of Budget Analyses for final approval.

No employee may participate in both the Voluntary Separation Program and the Retirement Incentive Program.