



**Rowan College
of South Jersey**

Policy: 7003
Title: **EMPLOYEE CLASS ATTENDANCE DURING WORKING HOURS**
Area: Human Resources
Approved: 07/01/19
Reaffirmed: 12/14/21

The Board of Trustees supports staff development efforts and encourages employees to pursue educational and training opportunities that will broaden the scope of their competencies and knowledge. This includes classes that are offered through the academic division of the College.

The President will develop and periodically revise administrative procedures to address the issues associated with employee class attendance during working hours.

References:

Rowan College of South Jersey Administrative Procedure, *7003 Employee Class Attendance During Working Hours*

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