

3358:14-3-32 Dress code.

- A) Policy statement: employees of the college are expected to project a professional image to students, business associates, and the general public. Employees are expected to dress in a manner that is business appropriate to their work environment and to the type of work they perform.
- B) Purpose of policy: this policy will include procedures pertaining to dress and personal hygiene with sensitivity to religious practices. Any employee who has cultural, medical and/or religious requirements to wear something that may not conform to these guidelines is encouraged to speak to their supervisor and/or the human resources department.
- C) The president will work to establish a procedure which includes designations of shoes and clothing based on safety guidelines, as well as meeting department of health guidelines.
- D) The president and/or his/her designee can authorize dress down days for special occasions or projects.

Effective: 1/17/2020

CERTIFIED ELECTRONICALLY

Certification

01/03/2020

Date

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