

HORRY-GEORGETOWN TECHNICAL COLLEGE

# POLICY

Number: 8.1.14  
Title: Class Management  
Authority: Title 59, Chapter 53, Sections 810-860 of the  
1976 Code of Laws of South Carolina, as Amended  
Responsibility: Vice President for Academic Affairs  
  
Original Approval Date: 02-13-1997  
Last Cabinet Review: 10-25-2017  
Last Revision: 10-25-2017

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Chairperson

The faculty member is expected to manage his/her class whether it is a classroom lecture, class laboratory, field trip, or other related educational activity. Class management includes, but is not limited to the following:

1. Discipline
2. Record keeping
3. Field trips
4. Safety
5. Security
6. Materials and equipment
7. Any other duty or responsibility normally assigned to a class faculty.

Discussion and expression of all views relevant to the subject matter are recognized as necessary to the educational process, but a student has no right to interfere with the freedom of faculty to teach or the right of another student to learn. The faculty member sets the standards of behavior acceptable in the classroom by announcing these standards early in the term.

Each faculty member is expected to plan his/her instructional program to meet the time schedule for each course, to begin and close class at the prescribed time.