

HAYWOOD COMMUNITY COLLEGE	HUMAN RESOURCES BENEFITS	Policy No. 3.2.1
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Haywood Community College shall make available the benefit package, as provided by the State of North Carolina, to all full-time employees and part-time employees with benefits (see Policy 3.1.3 – Employment Classifications and Working Hours) or other employees as required by law.

The College reserves the right to amend or terminate any benefit plan at any time, or require or alter the amount of employee premium contributions. Master Plan contracts or documents will be maintained by the Director of Human Resources. In the event of a contradiction of information in communications such as memorandum, brochures, or summary plan documents, the contract or master plan document shall govern.

Adopted: 04-03-2017