



Title: Dress Code  
Effective Date: July 1, 2012  
Date of Last Revision: November 3, 2015  
Office: Human Resources

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### **Dress Code**

SLCC strives to maintain a workplace environment that is well functioning and free from unnecessary distractions. As part of that effort, the college requires employees to maintain a neat and clean appearance that is appropriate for the workplace. Supervisors shall determine and enforce guidelines for workplace appropriate attire and grooming for their areas or respective programmatic reasons.

The dress code will remain in effect throughout the year and while conducting all SLCC business both on and off campus, unless relaxed by the Appointing Authority or designee. The College reserves the right to interpret and apply this dress code with respect to employee attire and professional appearance. Employees found to be in violation of the dress code by their supervisors or any other Administrator may be sent home to change, utilizing annual leave. In the event of repeated violations of the dress code disciplinary action will be taken, up to and including termination of employment.

#### **Forbidden Attire**

Flip-flops, beach shoes, slippers, athletic shoes, shorts, graphic t-shirts, revealing blouses (low-cut blouses, halter tops, tank tops) athletic wear/exercise wear (including yoga pants), distressed clothing, jeans with frayed edges or holes.

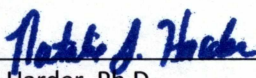
#### **Optional Attire**

Jeans without frayed edges or holes may be allowed with Supervisor approval.

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<i>x</i>	<b>Reviewing Council/Entity</b>	<b>Review Date</b>	<b>Effective Date</b>
<i>x</i>	<i>Executive Committee Approval</i>	<i>November 03, 2015</i>	<i>November 30, 2015</i>
<i>x</i>	<i>Chancellor Approval</i>	<i>November 03, 2015</i>	<i>November 30, 2015</i>

*Distribution: Distributed electronically via email and College's Internet*

  
 Natalie J. Harder, Ph.D.  
 Chancellor