

TO: ALL EMPLOYEES
FROM: HUMAN RESOURCES
RE: QVCC AND STATE EMPLOYMENT POLICIES

Attached you will find policies and general information pertaining to QVCC and your employment at the college and as an employee of the State of Connecticut. Please sign, print your name and date at the bottom of this page and return this form to Human Resources. The original form will become a part of your professional or other personnel file.

1. What you need to Know About Software Copyright and License Agreements
2. Med Insights Pamphlet on Workers Compensation
3. Racism and Acts of Intolerance – Board of Trustees Policy Statement
4. Governance Charter
5. Board of Trustees Policy on Violence Prevention and Response
6. Board of Trustees Policy on Sexual Harassment
7. State Drug Free Workplace Policy
8. Electronic Monitoring in the Workplace Policy
9. Guide to the Code of Ethics for Public Officials Policy
10. Clery Act and Disaster Response Program
11. Disposition of Public Records Public Policy 05
12. Violence in the Workplace Prevention Policy

This is to acknowledge that I have received a copy of the above policies and informational statements pertaining to QVCC and State of Connecticut.

NAME: _____ **DATE:** _____
(print)

SIGNATURE: _____