X. SELECTED ADMINISTRATIVE POLICIES FOR FACULTY

E. Purchases by Faculty and Staff

The President, as agency head, is primarily responsible for seeing that all purchases comply with the S.C. Consolidated Procurement Code. To execute this responsibility, the centralized purchasing concept has been adopted by the College. Under the centralized purchasing concept all purchases are made by or controlled through a central procurement office, which is responsible for compliance with all applicable laws and regulations. Faculty and staff cannot make a commitment for the College to accept and pay for supplies, services or equipment without determination by the Procurement Office. Faculty and staff should refer to the manual, The Procurement and Supply Manual, for additional guidelines.