



<b>Policy Title</b> Employee Protection	<b>Original Adoption Date</b> 7/1/79	<b>Policy Number</b> HR-335
<b>Responsible College Division/Department</b> Human Resources	<b>Responsible College Manager Title</b> Executive Director of Human Resources	
<b>Policy Statement</b> <p>Lakeshore Technical College (LTC) provides worker's compensation coverage for work-related and accident occurrences, errors and omissions liability coverage for employment and education legal actions, general liability coverage, and coverage for medical services provided in the course of employment.</p> <p>Employees will be defended by LTC in any charges or lawsuits brought against them as a result of carrying out assigned duties and responsibilities within the scope of their employment at the college and while in compliance with college policies, procedures, and state and federal law.</p> <p>The college will refer lawsuits and charges made against employees to the college's legal counsel. The college's legal counsel will make a preliminary decision whether the employee's act was within the scope of employment and whether the college will defend the employee.</p> <p>If the college decides not to defend the employee and if the employee's actions are subsequently found by a court of competent jurisdiction to be within the scope of their employment, the college will reimburse the employee for all legal defense costs incurred by the employee.</p>		
<b>Reason for Policy</b> To protect the college's employees from legal action related to their employment.		
<b>Historical Data, Cross References and Legal Review</b> <b>Created:</b> 7/1/79 <b>Reviewed/Revised:</b> 3/19/81; 9/21/89; 11/16/89; 5/19/93; 12/15/94; 12/21/94; 6/17/96; 11/26/96; 11/19/10; 1/22/13; 9/16/19 <b>Cross Reference:</b> Insurance Management <b>Legal Counsel Review and Approval:</b> Wisconsin Statute 895.46; 893.80 <b>Board Policy:</b> III.A. General Executive Constraint, III.B. People Treatment, III.F. Asset Protection		
<b>Definitions</b>		

See [Staff Protection Procedure](#)