

Summer Dress Policy

Purpose:

Le Moyne College seeks to establish a work environment that helps to attract, reward, develop and retain top talent. This environment must support a high-performing organization with mission-aligned, sustainable and transparent operational practices that will enable us to achieve operational excellence. In support of this strategic initiative, the following Summer Dress policy is maintained.

The Summer Dress policy is intended to give employees the opportunity to wear business casual attire, as their personal schedule allows, during the period between the Spring and Fall semesters, specifically beginning the week following commencement in May and ending the week prior to the start of classes in August.

Each department may determine if it will utilize the Summer Dress Policy. The extent to which a department applies this policy should be based on its interaction with students, prospective students and family members, outside constituencies and/or participation in important College events.

Definition

A casual yet professional appearance must be maintained with the summer dress policy.

Departments may develop their own definition of what is appropriate based on their level of customer contact for specific days/events working within the guidelines below:

- Women: any combination of skirt, capris, long shorts or slacks with an appropriate top is acceptable. Appropriate casual footwear is acceptable. Other shorts and denim jeans and flip flops are not acceptable.
- Men: any combination of open collared shirt, golf shirt and slacks and appropriate casual footwear is acceptable. Ties are optional and shorts, denim jeans and flip flops are not acceptable.

If you have questions about this policy, please consult your immediate supervisor or contact the Office of Human Resources.