SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES

POLICY NO. 5.02

TITLE: EMPLOYEE BENEFITS

LEGAL AUTHORITY: FLORIDA STATUTES: 1001.64, 1001.65

OFFICE OF PRIMARY RESPONSIBILITY: PRESIDENT'S OFFICE

Employees of the College, who are filling regularly established full-time positions, shall be entitled to the following benefits:

A. Annual Leave - Earned by employees in 12-month (year-round) positions on a monthly basis at a rate determined by length of full-time service and position classification (See District Board of Trustees (DBOT) Policy 5.13*)*

B. Sick Leave - Earned at the rate of one day (eight hours) per month of service (i.e. full-time employees in 12-month positions earn 12 days of sick leave per year; 10-month positions earn 10 days, etc.) (See DBOT Policy 5.13*)*

C. Personal Leave – Four days per fiscal year can be used for personal reasons. Personal leave is deducted from accrued sick leave (See DBOT Policy 5.13*)*

D. Health Insurance - Employer portion paid for by the College as provided within the budget adopted by the DBOT

E. Life Insurance - Paid for by the College in an amount designated under the State Group Insurance Program.

F. Retirement Contributions – Contributions will be made to the Florida Retirement System (FRS) or other approved retirement program by the College for all qualified employees, as provided in the FRS membership guidelines or applicable statutes, policies, and/or rules

Employees of the College, who are filling regularly established long-term, part-time positions, shall be entitled to the following benefits:

A. Retirement Contributions – Contributions will be made to the FRS for all qualified employees as provided in the FRS membership guidelines or applicable statutes, policies, and/or rules

The College offers other benefits to eligible employees as authorized by the DBOT.

HISTORY: Last Reviewed 8/25/26

Issued by District Board of Trustees: 8/10/84
Reviewed: 7/1/04, 7/1/07, 6/27/12, 11/12/19
Revised: 1/22/02, 9/23/09, 8/25/26