

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

POLICY NO. 1.01

TITLE: INTRODUCTION

LEGAL AUTHORITY: FLORIDA STATUTES: 1001, 1001.64, 1001.65, 120.536,
120.54

OFFICE OF PRIMARY RESPONSIBILITY: PRESIDENT'S OFFICE

The policies contained in the South Florida State College (SFSC) policy manual are those legally adopted by the College's District Board of Trustees for the operation and administration of the College. The authority of the District Board of Trustees to adopt policies is defined in Florida Statute 1001 Part III *Florida College System institutions*. Other key Florida Statutes include: 1001.64 *Florida College System institution boards of trustees; powers and duties*; 1004.65 *Florida College System institution presidents; powers and duties*; 120.536 *Rulemaking authority; repeal; challenges*; and 120.54 *Rulemaking*.

Note: *South Florida State College* and the terms *SFSC* and *College* are interchangeable and will be used as such throughout the policy and procedures manuals. *District Board of Trustees, District Board* and *Board* are likewise synonymous and thus will be used interchangeably throughout the policy and procedures manuals.

Policies are effective on the date they are approved by the District Board.

Policies may be implemented by way of administrative procedures, established by the president and shared with members of the President's Council.

Administrative procedures assure consistent and accurate implementation. They do not necessarily bear the same name as the policy but are numbered so as to apply to the appropriate policy to which they are referenced.

Policies and procedures shall be reviewed and, if required, revised at least every five years. In all cases, the date the policy or procedure was reviewed or revised shall be updated and listed on the actual policy or procedure.

In addition to the SFSC policy manual, handbooks, forms, schedules, job descriptions, plans, and a wide variety of details, such as department guidelines, are used by various entities within the college to implement the policies and procedures.

HISTORY: Last Revised: 12/5/18
Issued by District Board of Trustees: 8/10/84
Reviewed: 7/01/04, 7/01/07, 7/22/09
Revised: 11/28/01, 6/27/12, 12/5/18