The following terms, herein defined, are used throughout this manual.

District: The three-county area served by South Florida State College (SFSC) consisting of DeSoto, Hardee, and Highlands counties.

College: South Florida State College. All facilities within the district owned, operated, or controlled by the SFSC District Board of Trustees.

District Board/Board: The District Board of Trustees (DBOT) consisting of eight members appointed by the Governor. The members represent the district as follows:

- DeSoto County  Two members
- Hardee County  Two members
- Highlands County Four members

Academic Year: The consecutive fall, spring, and summer terms. Academic terms may have condensed and abbreviated sessions within the designated term.

Fiscal Year: The 12-month period beginning July 1 and ending June 30 and designated by the calendar year in which it ends.

State Board: The State Board of Education (SBE).

President: The chief executive officer of the College district.

Campus/Center: The designation given by the Board to any single educational facility or educational location. Locations or facilities which are geographically separate from but are under the administrative control of a campus shall be considered a part of that campus.
Policies: DBOTs’ policies including all supplementary procedures, guidelines, directives, and instructions issued by the president for the orderly and efficient operation of the College.

Rules: The State Board of Education Administrative Rules for the operation of the Florida College System.

Additional definitions are contained in appropriate chapters of the Florida Statutes, State Board of Education Rules, DBOT policies, and SFSC administrative procedures.

**HISTORY: Last Reviewed 10/1/18**

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