



**NORTHWEST FLORIDA STATE COLLEGE
BOARD OF TRUSTEES**
THE DISTRICT BOARD OF TRUSTEES OF
NORTHWEST FLORIDA STATE COLLEGE
POLICY MANUAL

PREFACE

The District Board of Trustees of Northwest Florida State College Policy Manual contains policies adopted by the Board of Trustees. The policies implement requirements of federal and state law as well as standards set by The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The policies also reflect standards for a variety of College operations. The Northwest Florida State College Policy Manual contains Board of Trustee adopted policies. The policies covered within this manual are established by Florida Statute, State Board Rules, Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) policy, and the Office of the President.

The Board of Trustees is the policy-making body of the institution. As set out in SACSCOC Principles of Accreditation Section 4.2.b, the Board of Trustees is responsible for ensuring "a clear and appropriate distinction between the policy-making function of the board and the responsibility of administration and faculty to administer and implement policy." The Board adopts and revises policy through the procedures set out in this manual, including public notice and comment and vote at a public meeting. The President is responsible for implementing the policies set by the Board of Trustees and overseeing the educational, administrative, and fiscal programs of the College (SACSCOC Principles of Accreditation Section 5.2.a). The policies are regularly reviewed by the President and applicable College staff and as needed, presented to the Board for amendment, addition, or deletion to ensure policies remain up to date. Policymaking is an ongoing process, and the Board will add, modify, or delete policies, as needed.

The President's Advisory Council is the internal organization of the College that enables College employees to participate in the policy-making process. This policy book was developed through a process that included the review of policies and revision by the College Administration, review/revision by Board members, advertising for adoption by the Board of Trustees, and adoption by the Board of Trustees at the subsequent meeting. Policy making is an on-going process and as a result, policies will be added, deleted, and modified, as need

The policy manual is available at <https://www.nwfsc.edu/about/leadership/board-of-trustees/>.

For questions regarding the Policy Manual or to make recommendations regarding any policies, contact the President's Office at 850-729-5360 or board@nwfsc.edu.

If assistance is needed in understanding policies or making recommendations for suggested policy changes, please contact the President's Office at 850-729-5360 or board@nwfsc.edu.