

SOUTH DAKOTA SCHOOL OF MINES & TECHNOLOGY

Policy Manual

SUBJECT: Formation of University Policy

NUMBER: Policy I-01

The President may authorize policy that defines the application of South Dakota Codified Law, Regulations, and the policies and directions of the Board of Regents for the operation of the South Dakota School of Mines & Technology.

All University policies shall be reviewed on a biennial basis during even years. The policy review will be conducted under the direction and leadership of the following staff members:

University Policy	Staff Member
Section I: Governance	University President
Section II: Academic Affairs	Provost/Vice President for Academic Affairs
Section III: Student Affairs	Associate Vice President for Student Development/Dean of Students
Section IV: Personnel	Associate Vice President of Human Resources
Section V: Finance and Administration	Vice President for Finance and Administration
Section VI: Facilities	Associate Vice President for Facilities, Risk, and Services
Section VII: Health & Safety	Associate Vice President for Facilities, Risk, and Services
Section VIII: Information Technology Services	Director of Information Technology Services
Section IX: Research Administration	Vice President for Research

Proposed policies or policy changes shall be placed on the agenda of the University Cabinet.

Members of University Cabinet shall widely share proposed policies or policy changes with those whom they represent as well as those most impacted by the policy change.

No fewer than two (2) readings of the policy shall be held in University Cabinet prior to approval by University Cabinet, unless there is unanimous consent to dispense with a second reading.

SOURCE: Office of the Vice President, Aug. 1994; Office of the Provost, Dec. 2009; Office of the President, Feb. 2017