

# SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY

## Policy Manual

**SUBJECT: Office Space for Emeriti Faculty**

**NUMBER: Policy II-5 (Formerly Policy II-B-3)**

**REVISED: August 2022**

---

As existing programs expand and new programs are added, South Dakota Mines may not be able to grant office space to all who show commitment and dedication to the university regardless of employment status. The following priorities and conditions will guide the making of difficult choices, should they be needed.

1. The needs of regular faculty will be addressed prior to those of [emeritus faculty](#).
2. Emeritus faculty having office space should be actively involved in projects benefiting the university.
3. There is no guarantee that emeriti faculty will have space or will have individual space.
4. The assignment of office space for emeriti faculty will be reviewed by each academic department head on an annual basis, preferably during the summer months. If the space can no longer be provided because of other department needs, the Emeritus Faculty will need to vacate the space before the beginning of the academic year.
5. There is no guarantee that the space assigned the emeritus faculty member will be in the immediate areas of the department from which the individual retired.

**Revision History: Office of the Provost, Nov. 2008, Dec. 2009; University Cabinet, May 2021; Office of the Provost, Aug. 2022**

**BOR Policy/Committee References: Policy 4:43**