

SOUTH DAKOTA SCHOOL OF MINES & TECHNOLOGY

Policy Manual

SUBJECT: Formation of University Policy

NUMBER: Policy 1-1 (formerly Policy I-01)

REVISED: August 2022

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 of each office's respective Executive Council member:

University Policy	Office
Section 1: Governance	Office of the President
Section 2: Academic Affairs	Academic Affairs
Section 3: Student Affairs	Student Development
Section 4: Personnel	Human Resources
Section 5: Finance and Administration	Finance and Administration
Section 6: Facilities	Facilities, Risk, and Services
Section 7: Health & Safety	Facilities, Risk, and Services
Section 8: Information Technology Services	Information Technology Services
Section 9: Research Administration	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.

Revision History: Office of the Vice President, Aug. 1994; Office of the Provost, Dec. 2009; Office of the President, Feb. 2017; Office of the President, Aug. 2022