

SOUTH DAKOTA SCHOOL OF MINES & TECHNOLOGY

Policy Manual

SUBJECT: Campus Memorials

NUMBER: Policy 6-5 (formerly Policy VI-12)

REVISED: September 2023

I. Policy Statement

South Dakota School of Mines & Technology (South Dakota Mines) will consider requests for the creation or installation of memorials that are commemorative, enhance the aesthetic nature of campus or the educational experience, or otherwise advance the University's unique mission and identity.

This policy defines the various types of memorials the University will request or consider, and the processes for their site selection, design, review, approval, funding, installation, maintenance, relocation or removal.

II. Definitions

A. Memorial means a structure, sculpture, icon, or other object that commemorates, honors, or preserves the memory of an individual, group, event, or ideal. Examples of memorials include artwork, statues, sculpture, monuments or plaques, and may also include items such as trees, gardens and water features.

B. Facilities and Spaces mean University-owned property or areas, including but not limited to buildings, classrooms, auditoriums, chapels, conference rooms, offices, walls, common areas (such as lounges), streets, parking areas, walkways, lawns, and garden areas (including trees).

III. Policy Requirements and Process

A. Requests, Review, and Approval

Individuals proposing that the University acquire, create, or install a memorial to a specific individual, group, event, or ideal should submit a written request to the Senior Facilities Representative, who will forward the request to the Beautification Committee.

Upon receipt, the Beautification Committee will evaluate the request, considering:

1. The specific individual, group, event, or ideal to be memorialized and the nature of the association or relation to the University and its intended “lifespan” (10 years, 50 years, in perpetuity, etc);
2. The nature, style, name, location and/or content of the proposed memorial;
3. The aesthetic benefit to the campus, the sentiments of the campus community, and the University’s mission and values;
4. The University’s Campus Master Plan and any related documents;
5. Input from other interested members of the campus community in light of the specific individual, group, event, or ideal to be memorialized;
6. Funding availability. In the event that a memorial is to be funded by a donation to the University, the Memorial also will be considered by South Dakota Mines Center for Alumni Relations & Advancement (CARA) according to the Acceptance, Management, and Disposition of Philanthropic Gifts Policy and the Gift Naming Policy; and
7. The University facility or space where the proposed memorial will be constructed or placed, any relevant space requirements and limitations as well as any maintenance requirements.

Following evaluation by the Beautification Committee, the University President will make the final determination as to whether or not the proposed memorial will be installed.

B. Recordkeeping

The University Historian will maintain a record of all memorials installed or placed on campus. The record shall include the name of the individual, event, or ideal memorialized, a brief description of the memorial, the requestor, location on campus, and whether the memorial has been removed.

C. Memorial Considerations

Neither plaques nor commemorative markers are permitted for trees after December 1, 2023. Plaques may only be installed as part of a memorial bench. Requestors are welcome to arrange a ceremony as a dedication.

The memorial becomes the property of the university, and the campus staff cannot guarantee the perpetuation of the memorial. Memorials are the exclusive property of the university. Memorials will receive the same level of maintenance and care as other university property.

The donation required for a memorial tree is \$1,000 and \$5,000 for a memorial bench.

D. Removal or Relocation of Memorials

In the event that a memorial, or the structure or space to which it is affixed or is placed, is damaged or destroyed, the Beautification Committee will evaluate the feasibility of repairing or replacing the memorial, considering the factors set forth above.

The University reserves the right to remove or relocate memorials from campus Facilities and Spaces should any circumstance call for such action. A decision to remove or relocate a memorial will be made by the President after consultation with the Beautification Committee.

E. Replacement of Memorials

In the event that a memorial is damaged, destroyed, or lost, the University is under no obligation to replace the memorial. All such decisions will be made by the University President after consultation with the Beautification Committee.

Revision History: Facilities, Risk & Services

Policy Based on Catholic University of America - <https://policies.catholic.edu/faculty-staff/facilities/memorials-policy.html>