

# SOUTH DAKOTA BOARD OF REGENTS

## Policy Manual

**SUBJECT:** Facilities Planning

**NUMBER:** 6.1

---

### **A. PURPOSE**

To require appropriate planning in regards to capital projects, infrastructure, and maintenance and repair.

### **B. DEFINITIONS**

**1. Capital Projects:** Any repair, rebuilding, renovation, alteration or construction project that has a cost of \$5M or more. (SDCL 5-14-3).

### **C. POLICY**

#### **1. Physical Plant and Facilities Long Range Planning**

- 1.1. Long range planning shall include, but not be limited to, capital improvements, major renovations, maintenance and repair of buildings and infrastructure, and campus beautification (landscape and trees).
- 1.2. The universities will be asked to prepare a 10-year capital plan each year as part of the annual budget request. The plan will include the justification for any proposed capital projects, the year planned and the fund sources that will be requested to fund the facility. The source of the maintenance and repair for any facility must be identified and included in the planning document.
- 1.3. The universities will be asked to prepare a 10-year maintenance and repair plan each year as part of the annual budget request that will identify all maintenance projects needed over that timeframe. The purpose is to identify the need and not simply a plan that matches available dollars.
- 1.4. Master Planning should be done to support capital investments in academic, athletic, and auxiliary facilities. The plans should include history of enrollments and details about enrollment projections; impact on maintenance and repair and funding sources for any new space; space utilization history and projections; local market comparisons if appropriate; detailed justification of need for the space tied to academic mission and program offerings; related demolition plans; projected costs and funding sources; overall vision and rationale for new spaces.
- 1.5. Long range plans should discuss effects of proposed projects on institutional infrastructure and resources and should address items such as pedestrian and motor

vehicle traffic patterns, emergency access and evacuation routes, delivery areas and routes, utilities and electronic communications networks and other related infrastructure elements.

**FORMS / APPENDICES:**

None

**SOURCE:**

BOR June 1991; BOR April 1992; BOR April 2019; BOR October 2021; October 2023 (Clerical).