

# **SOUTH DAKOTA BOARD OF REGENTS**

## **Policy Manual**

**SUBJECT:** Personal Dues and Subscriptions

**NUMBER:** 5:11

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1. It is the policy of the Board of Regents that no appropriated funds shall be expended to support dues or subscription payments where the primary beneficiary is an individual employee. This policy is not intended to limit the prerogative of presidents, superintendents or the executive director to use state funds to support institutional memberships in professional organizations whose activities relate directly to the operations of South Dakota Higher Education or to subscribe to publications used in the ordinary course of institutional operations.
2. For purposes of this policy, an individual employee shall not be deemed to be the primary beneficiary of dues or subscription payments where:
  - A. payment of individual dues or subscriptions reduces the total cost to the Board employer of obtaining institutional access to an organization or to materials; or
  - B. the essential responsibilities of the employee are such that the individual holding the position is required to maintain the membership or subscription as a condition of employment.

**SOURCE:** BOR, December 1990