

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Building Plaques

NUMBER: 6:7

There shall be an appropriate building plaque installed in all state building projects in the Regental system. Building plaques are to be located on the exterior of the building near the main entrance or just inside the main entrance. The plaque shall be made of appropriate material such as aluminum or bronze alloy, and its size shall complement the facility in which it is located. The president of the institution shall propose a name for the facility to the Board of Regents for approval. The format of the plaque shall be as shown on page 2 of this policy, and the names appearing shall be as of the bid letting date.

Names and Dates on Building Plaques: Plaques installed on new construction projects shall contain the following information as of the bid letting date:

- 1) Name of the building
- 2) Year of construction (the year in which the groundbreaking occurs)
- 3) Name of the Governor of South Dakota
- 4) Names of the members of the Board
 - President
 - Vice President
 - Secretary
 - Members (alphabetical order)
 - Executive Director
- 5) Name of the President of the institution
- 6) Name of the State Engineer
- 7) Name of architect
- 8) Names of general contractors (alphabetical order)

The format for the plaque is shown on page 2 of this policy.

THE X-Y-Z FACILITY
Year

GOVERNOR
Name

SOUTH DAKOTA BOARD OF REGENTS

Name, President	City
Name, Vice President	City
Name , Secretary	City
Name	City
Name	City
Name	City
Name	City
Name	City
Name	City
Name, Executive Director	City

X-Y-Z STATE UNIVERSITY
Name, President

ARCHITECTS/ENGINEERS

D. Johnson, P.E.	State Engineer
X-Y-Z Associates, Inc.	Architects/Engineers
A-B-C Company, Inc.	General Contractor

SOURCE: BOR, July 1968; June 1989; April 1992; March 1993; December 2010.