

Markers and Monuments

Original Implementation: July 17, 2001

Last Revision: January 26, 2016

Introduction – Stephen F. Austin State University has a large dynamic campus that is constantly in a state of change to meet the various needs of the diverse departments that make up the university as a whole. In order to not encumber future university needs, there are limitations on where and how markers and monuments may be added to the campus.

Applicability – The rules articulated in this policy apply to all students, faculty, staff and their approved organizations, as well as all other persons and groups.

I. Definitions

Markers and monuments include all types of permanent applications that are placed anywhere on campus. Non-permanent markers or monuments would be those meeting the criteria described in Policy 16.24, Section IV concerning signs displayed for 14 days or less.

Signs that are of a permanent nature are covered by this policy. Those included are all signs to be displayed in excess of 14 days.

II. Location, Contact and Limitations

- A. Markers or monuments honoring or in memory of an individual is limited to students, faculty or staff that have passed away while in a student, faculty or staff status. Such monuments are limited to the memorial walk area on the south side of the Ag Pond. Markers or monuments may not be placed at any other location on campus.
- B. Monuments will be purchased by the individual or group desiring to place the monument on the walk.
- C. Installation will be by the Physical Plant Department.
- D. The Physical Plant Department will provide maintenance at the same level as the existing wall.
- E. Markers that are broken or otherwise damaged or lost will not be the responsibility of the Physical Plant Department.
- F. Markers, monuments, including historical markers or signs, may be located at other locations on campus when it is in the best interest of the university. Such marker, monuments or signs are subject to removal or relocation when, and if, space is needed for further campus improvements.

III. Markers placed on campus without prior written permission will be removed by the Physical Plant Department. Markers will be held for sixty (60) days prior to disposal. Notification will be provided if possible.

Requests to place a marker should be directed to the director of the physical plant. The director of the physical plant will compare requests to campus Long Range Plan and overall campus design. Requests may be denied or recommended for an alternate location.

Cross Reference: None

Responsible for Implementation: Vice President for Finance and Administration

Contact for Revision: Vice President for Finance and Administration

Forms: None

Board Committee Assignment: Building and Grounds