

**Fairmont State University**

**Board of Governors**

**Policy No. 43**

**Assignment and Reassignment of Physical Space**

Effective Date: December 15, 2005

Revised: April 5, 2007

It is the policy of the Fairmont State University Board of Governors that all requests for the assignment or reassignment of space on the campuses of Fairmont State University be first reviewed by the Facilities Administration Council as appointed by the presidents. This includes not only requests for reassigning space from one department to another, but also requests for changing facility use from general to specific purpose.

The council shall consist of the Assistant to the President (chair), President FSU (ex officio), President C&TC, Provost/VP for Academic Affairs, VP for Administration and Fiscal Affairs, VP for Research and Contracts, VP for Student Affairs, VP for Academic Services, VP for Institutional Advancement, Assistant VP for Facilities, Registrar, President of Faculty Senate, President of Faculty Assembly, President of FSU Classified Staff Council, President of C&TC Classified Staff Council, President of Student Government.

The council will make recommendations to the presidents. The presidents will consult about whether to grant requests. If the presidents do not reach consensus, the final decision will be made by the FSU President. The C&TC President may appeal to the Finance, Personnel, Facilities, and External Relations committee of the Board of Governors.

All space is open to reassignment to ensure optimal use of available space and facilities.