

ALLOCATION OF OFFICE SPACE

1. Effort will be made to maintain program/departmental/school "areas". When a faculty member leaves, an office space will be held for a full-time faculty replacement. At the direction/discretion of the Dean the office may be assigned to a faculty member of a different program until the position is filled. For the Round Rock campus, the academic unit leaders will assign office space in their respective areas.
2. When office space is available to be filled in a given program area, the following criteria will be used in determining who is eligible for the office.
 - a. Tenure status
 - b. Rank
 - c. Length of time at Texas State
3. Utilizing the criteria listed in Item #2, above, a faculty member would be allowed to move to a different office space one time or at the discretion of the Chair/Director.

Approved: _____

Dr. Ruth B. Welborn, Dean

3/25/2019
Date