University Naming Committee

Guidelines for Reviewing Proposals to Name University Facilities and Entities

From Policy 6.1.37: The terms "facility" and "facilities" refer to any university building, structure, room, plaza, open space, landscaped area, or other physical improvements or natural features of the University campus or other property under the administrative control of the University. Naming of facilities is approved by the Board of Trustees

The term “university entity” refers to any college, department, or major or minor area recognized by the university, including all “programs” within such entities. The terms “center” and “institute” refer to any entity so designated through university processes. Gift-based naming proposals for eligible “university entities” require the prior approval of both the Vice President for University Advancement and the Provost and Vice President for Academic Affairs before being forwarded to the University Naming Committee. Naming of university entities will follow the same protocol and procedures as for facilities, with the exception that they may be submitted to the Board of Trustees as an information item only.

**Basic Information**

This is a proposal to (check all that apply)

\_\_\_ Name a facility or entity with a general/functional name (see Policy 6.1.37)

\_\_\_ Name a facility or entity in honor or memory of a specific individual

\_\_\_ Relocate, rename, or remove a name

Identify/describe the facility or entity to be (re-)named:

Identify the donor(s) associated with the proposal, if any:

**Evaluation**

Is this proposal responsible, appropriate, and consistent with BOT governing documents?

How would the proposed naming affect the reputation of the University?

How would the proposed naming affect future fund-raising efforts?

Do you recommend approval of this proposal? Briefly summarize your reasons.