

UNIVERSITY OF CENTRAL ARKANSAS

BOARD POLICY

Policy Number: 402

Subject: Naming University Facilities

Date Adopted: 12/82 Revised: 09/97, 02/10, 08/13

1. The university policy on naming of facilities in excess of \$1 million (note 1) and programs is as follows:

- a. Facilities may be named after individuals or entities, as set forth below, to designate the function of the facility, or to commemorate historic or traditional identities. All academic facilities should also carry a functional designation if named after an individual.

New facilities, existing facilities still unnamed, or programs may be named after individuals or entities who have made significant or meritorious contributions to the university or who make significant monetary contributions to the university or to the UCA Foundation. In the case of a monetary donation, it is expected that a gift of 50% of the value of a facility will entitle the donor to designate the name of that facility subject to approval of the name by the Board of Trustees. In no case will the privilege of naming a facility be granted for a gift of less than 25% of the value of the facility.

- b. The following mechanism would be followed in the naming process:

Recommendations for the naming of facilities, or programs may be initiated by any group on the campus. A recommendation should be made in writing to the president of the university. If the president, upon the advice of the president's executive staff, feels there is any merit in the recommendation, the president shall appoint a study committee representing such groups as the Alumni Association, the administration, the students, the faculty, and other friends of the university. This committee will make its recommendation to the president, who in turn will present that recommendation to the Board of Trustees.

2. The university policy on naming of facilities valued at \$1 million or less (note 1) and portions of facilities is as follows:

The university president is authorized to designate the name of university facilities or portions of facilities based on significant or meritorious non-monetary contributions to the university by an individual, or in recognition of those individuals or entities who

make significant monetary contributions to the university or the UCA Foundation, to designate the function of the facility, or to commemorate historic or traditional identities. The administration may, at its discretion, refer such naming opportunities to a study committee.

Note 1 – The value of the facility or building to be named shall be established by appraisals or other objective criteria.

3. List of Memorials; Plaques; Naming of Facilities:

An official list shall be kept in the Office of the Vice President for Finance and Administration.