

POLICY

Effective Date: August 19, 2011
Approved By: Board of Trustees

Authority: RCW 28B.35.120
WWU Board Rules of Operation, Section 2.3R

Cancels: This policy revises, merges and replaces all previous naming policies including but not limited to *Facilities: Naming University Facilities* (POL 3680 and POL 350-30).

POL-U6000.03 NAMING UNIVERSITY COLLEGES AND ALL OTHER INSTITUTES, CENTERS AND PROGRAMS

This policy applies when naming university colleges and all other institutes, centers and programs in honor of a benefactor(s) or person(s) of distinction.

Definitions:

University College - A designation reserved for entities at the university level, led by a Dean who reports to the Provost, which grant degrees.

Institute - A designation reserved for entities at the collegiate or university level, and entities in partnership with external agencies, that are broadly focused, with a mission that includes multiple functions across research/creative activities, curriculum/pedagogy, and outreach.

Center - A designation reserved for entities within a single department or college, with a narrow focus, which could be any of the three basic functions—research/creative activities, curriculum/pedagogy, or outreach.

Programs - A designation reserved for a coordinated, defined set of services, activities or courses, usually focusing on a single objective, possibly reporting to a department chair or director rather than to a dean or Provost.

Benefactor - Individual(s), groups of individuals, foundation(s) or corporation(s).

Person of distinction - Individual(s) whose academic, administrative, service or other achievements have contributed significantly to the welfare of the university.

This policy does not apply to the naming of buildings, large open spaces or facilities (see POL-U6000.02).

1. Board Of Trustees Authorizes The Naming Of University Buildings and Large Open Spaces

The final decision to name colleges rests with the Board of Trustees, upon recommendation of the President.

2. Board Of Trustees Delegates Authority To The President For Naming of University Colleges and All Other Institutes, Centers and Programs

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3. **The Naming Of A University College or Institute, Center or Program For A Benefactor or Person of Distinction Is A High Honor**

4. **Consideration May Be Given For Naming University Colleges or Institutes, Centers and Programs When A Monetary Gift To The University Is Made Through Its Foundation**

Consideration may be given to naming colleges or institutes, centers or programs to recognize a benefactor or benefactor's designee whose financial contributions to the university represent significant philanthropy in the history of the university.

Consideration may be given to naming colleges or institutes, centers or programs to recognize a benefactor or benefactor's designee whose gift represents some or all of the costs of a specific project or whose gift is of a magnitude to warrant naming recognition on the campus regardless of designation.

5. **In Extraordinary Circumstances, Consideration May Be Given For Naming University Colleges or Institutes, Centers or Programs Without A Monetary Gift To The University**

Consideration may be given to naming colleges or institutes, centers and programs without a gift to the university if an individual has achieved distinction in academic, administrative, service, or other exceptional ways that have contributed significantly to the welfare of the University.

Colleges and institutes, centers and programs will not be named for current government officials, current university employees, or current trustees.

6. **The Integrity Of The Benefactor Will Be Maintained**

No naming will be approved or continued (once approved), that will call into serious question the public respect of the University.

7. **Approved Naming Decisions Will Be Honored In Perpetuity**

Once a university college, institute, center or program has been named after a benefactor, it will be honored in perpetuity. The University reserves the right to determine the form which such recognition may take, in the event that circumstances change, e.g., a facility no longer exists. In certain circumstances, at the onset of an agreement, limited-term namings may be deemed appropriate.

8. **A Plaque Or Other Commemorative Tribute May Be Placed To Acknowledge The Individual Or Group Of Individuals For Whom A College or Institute, Center or Program Is Named**

A plaque or memorial may be installed in an appropriate campus location to acknowledge the individual or group of individuals for whom it is named.