



Naming Opportunities for Recognition of Individuals or Entities

RESPONSIBLE OFFICE: College Advancement

ORIGINATION DATE: May 2010

RESPONSIBLE OFFICIAL: V.P. for College Advancement

EFFECTIVE DATE: September 2010

ORIGINATOR OF POLICY: James G. Salmo

1. STATEMENT OF POLICY

- A. College buildings, interior spaces, and outdoor facilities and spaces may be named to honor individuals or entities as provided in this policy.
1. The Rhode Island Board of Governors for Higher Education (RIBGHE) retains the authority to approve proposals for the naming of new buildings, arenas, stadiums, bridges, edifices and other state constructions, existing buildings and wings, thoroughfares, portions of a campus, departments, divisions, schools, colleges, agencies, institutes, centers, and other major organizational units. (See <http://www.ribghe.org/namingopportunities1.pdf> for RIBGHE board policy.)
 2. The following may be named by the college, unless conditions attached to the naming opportunity contain provisions for significant signage, in which case the naming must be approved by RIBGHE – athletic fields, pools, walkways, gardens, and other exterior spaces. Also included are rooms, galleries, auditoriums, laboratories, and other interior spaces.
 3. The college can name, without prior RIBGHE approval, academic programs, chairs, professorships, lectureships, faculty awards, fellowships, assistantships, scholarships, and library collections.
 4. A plaque identifying the honoree(s) shall be displayed on, within, or near the main entry of the named facility. To the extent possible, such plaques shall be of a consistent style and design approved by the college.
- B. **Guidelines** -- The following guidelines are established for honoring any individual or entity through naming opportunities enumerated in section A of this policy.
1. Individuals and entities that may be honored through naming opportunities:
 - a. Administrators, faculty or staff members who have rendered distinctive service to the college.
 - b. Graduates, former students, or individuals such as public officials who have rendered exceptional and distinctive service to the college.

- c. Persons dedicated to the mission of the college who have achieved outstanding distinction through civic, intellectual, or artistic contributions to the community, state, or nation.
 - d. Either persons who make or have made a substantial financial contribution to the college or persons who have had a substantial contribution made on their behalf to the college.
 - i. If named for a donor, the name should be based on the eminence of the donor and the donor's relationship to the institution as well as the significance of the gift.
 - ii. The president shall establish the minimum contribution required.
2. The proposed name should enhance the public reputation of the institution. In the event of changed circumstances, the college reserves the right, on reasonable grounds, to revise the form of or withdraw recognition.
 3. Special consideration may be given to naming opportunities for individuals upon their retirement or death and to individuals who have not previously benefitted from a naming opportunity
 4. The president must approve any naming that honors an individual or entity.
 5. Normally, the name will remain for the life of the feature, unless other arrangements have been made prior to the naming. Should a named feature be eliminated or replaced, the president may determine appropriate recognition.

2. REFERENCE DOCUMENTS

Policy or Document	Web Address
Policy on Naming Opportunities for Recognition of Individuals or Entities (RIBGHE B 6.0)	http://www.ribghe.org/namingopportunities1.pdf
Permanent Joint Committee on Naming All New Buildings, Bridges, Edifices and Other State Constructions (R.I.G.L. 22-7.4)	http://www.rilin.state.ri.us/Statutes/TITLE22/22-7.4/22-7.4-3.HTM
