

# 51.06.99.D0.01 Naming Buildings and Other Entities

Approved June 28, 2018  
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## Procedure Summary

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Texas A&M University-Central Texas (TAMUCT) may honor or memorialize individuals who have made significant contributions to the university by naming buildings, definable portions of buildings, geographical areas, or academic entities for such individuals. This procedure will guide the President in establishing consistent definitions, minimum standards, and general guidelines to assist staff and donors in discussing naming opportunities.

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## Procedure

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### 1. GENERAL

1.1 TAMUCT is indebted to its faculty, staff, students, alumni, and friends for their support of the university and its many programs. Thus, it is appropriate to recognize outstanding individuals who have:

1.1.1 Made a major financial contribution to the university to secure a naming opportunity that honors, recognizes, or preserves the memory of an individual or individuals, or

1.1.2 Provide outstanding leadership and/or service to the university, community, region, state, nation; or

1.1.3 Brought honor and recognition to the university as a result of a distinguished career and/or meritorious contribution to a discipline.

### 2. AVENUES OF RECOGNITION

Tangible ways for the university to recognize an individual for significant contributions or accomplishments are as follows:

#### 2.1 New Structures Constructions

2.1.1 New structures included in the university's master plan priorities may be named in recognition of a major financial contribution dedicated to the construction cost of the facility and/or to maintenance and operational endowments dedicated to the new facility.

2.1.2 The amount of the contribution required for naming a new structure shall be decided by the President on a case-by-case basis.

## 2.2 Existing Structures

2.2.1 Unnamed existing structures shall be named for donors and donor entities providing a major financial contribution that will generate sufficient resources to strengthen and enrich programs housed in the facility or that will provide for continued maintenance and/or operations of the facility. The amount of the contribution required to name an existing unnamed structure shall be decided by the President on a case-by-case basis.

2.2.2 Named existing structures can be renamed for donors and donor entities that make major financial contribution of private funds needed to replace or renovate the facility. The amount of the contribution required for renaming an existing structure shall be decided by the President on a case-by-case basis. Care and sensitivity must be exercised when renaming a facility. In general, existing named structures may be renamed only if the following conditions can be met:

2.2.2.1 The building is comprehensively renovated; meaning the total project cost of renovation exceeds the original cost of new construction;

2.2.2.2 the individual or donor entity for which the building is named is deceased or no longer exists;

2.2.2.3 the lineal descendants of the individual for whom the structure is named are contacted and either do not object or can present no significant cause which prohibits the renaming of the structure;

2.2.2.4 the renaming would not be perceived as unfair or inappropriate by former students and employees of the university;

2.2.2.5 every effort should be made to preserve the historical name or names through dual naming with appropriate signage design. Minimally, the historical uses and names of an existing named facility that is renamed shall be permanently recorded on a suitable marker or plaque at or near the main entrance.

## 2.3 Special Facilities within Buildings

2.3.1 Classroom, laboratories, auditorium, conference room, lounges, and other special rooms or facilities within an existing or future building may be named in accordance with System Policy 51.06

2.3.2 Specified contributions will be defined in the particular fundraising plan submitted to the Board.

## 2.4 Naming of Academic Entities

- 2.4.1 Funds to name academic entities and create an endowment will generate income in perpetuity for the entity's major priorities.
- 2.4.2 The amount of the contribution required for naming an academic entity shall be established by the President on a case-by-case basis.

## 2.5 Other Naming Opportunities

- 2.5.1 The establishment and/or proposed naming of all activities, events, research programs, and special projects not covered by sections 2.1 through 2.5 of this rule shall be in good taste and reflect TAMUCT's mission and core values.
- 2.5.2 The amount of the contribution required for the naming of items not provided for in sections 2.1 through 2.5 shall be established on a case-by-case basis by the President.

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## **Related Statutes, Policies, or Requirements**

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System Policy [\*51.06 Naming Buildings and Other Entities\*](#)

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## **Contact Office**

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