

Board of Trustees of the Nebraska State Colleges

Facilities

POLICY NAME: Naming of Buildings, Structures and Features

POLICY NUMBER: 8020

A. PURPOSE

To provide policy and procedures for naming or renaming of buildings, free standing structures, or other significant physical features at the Colleges.

B. DEFINITIONS

None

C. POLICY

1. Naming Opportunities

1.1 Requirements

- Building (including rooms and open areas), structures and features shall not be named for persons who are currently employed full-time by one of the Colleges or the System Office or elected public officials.
- The naming must reflect favorably on and bring honor to the System.
- The naming must honor individuals, families, businesses or corporations who have rendered outstanding academic and/or professional service as an employee of the System; who have rendered distinguished leadership; outstanding support and/or exceptional service to the System or to the State of Nebraska; or who have donated a substantial financial gift to support the cost of construction of a capital project.

1.2 Procedures

- The President shall consult with and obtain approval from the Chancellor regarding levels of contribution for naming rights prior to taking a recommendation to the Board.
- Prior to soliciting donations from businesses or corporations that may result in a request for the naming of a building or facility, the President shall consult with and obtain approval from the Chancellor. Such

consultation shall include consideration regarding any potential tax implications.

2. Proposals

2.1 President Recommendation & Review

- The naming proposal shall come to the Board as a recommendation of the President prior to any commitment to the naming. The following information shall be included in the proposal submitted to the Chancellor.
 - Location and description of the building etc.;
 - Proposed name;
 - Background of person(s) for whom the building or other facility is to be named; and
 - Rationale for proposed naming.
- The Chancellor shall review the documentation supporting the proposal and, if in concurrence, will forward their recommendation to the Board of Trustees Fiscal, Facilities & Audit Committee at a subsequent meeting of the Board.
- If the College wishes to keep the recommendation confidential until a future event as which time it will be disclosed, the institution should so note that on the recommendation provided to the Chancellor.

3. Due Diligence Review

A due diligence review of each naming proposal shall be conducted which will include the following:

- Review of any potential conflict of interest issues;
- Review of potential impact upon the academic autonomy of the College or System;
- Evaluation of the impact on future giving;
- Consultation with General Counsel to ensure compliance with applicable policies, laws and regulations; and
- Consultation, as necessary, with bond counsel to determine if a proposed naming would adversely affect existing or future tax-exempt bonds.

FORMS/APPENDICES:

Recommendation and Approval Form

SOURCE:

Policy Adopted: March 1994

Policy Revised: February 1996, December 1998, September 2006, November 2007,
September 2012, September 2014, November 2014, January 2023