



**BP 6620**

## **Board Policy**

### **Chapter 6 – Business & Fiscal Affairs**

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#### **BP 6620 NAMING OF FACILITIES**

The District may name District buildings, definable portions of buildings and District grounds including but not limited to foyers, wings, classrooms, conference rooms, labs, offices, studios, auditoria, theaters, dining commons, campuses, plazas, courtyards, quads, gardens, fountains, bell or clock towers, gates, artwork, athletic fields and facilities, campus entries, trees and other plantings, benches, plaques, bricks or tiles in honor of persons or entities. The naming must be consistent with the District's role as a public institution and shall reflect the District's and community's values. Due to their unique ability to generate a significant contribution, the naming of a campus or building may only be considered if accompanied by a significant contribution to the District or in cases where an individual's service to the District was without equal. The Board of Trustees shall have the final responsibility for the naming of facilities.

Each proposal for naming a District facility shall be considered on its own merits. A financial gift does not automatically result in the naming of a building and no commitment to naming shall be made prior to Board approval of the proposed naming.

All proposals for naming a District facility shall comply with the following criteria:

- Proposals may honor people or organizations who have supported the college through a gift of funds.
- Proposals may honor people who have supported the college through exemplary service.
- Persons currently in publicly elected office or currently employed by the District cannot be considered.

All proposals for naming shall be submitted to the Board of Trustees by the Superintendent/President, following an appropriate nomination and review process as outlined in Administrative Regulation 6620.

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*Adopted: August 7, 2000*

*Revised: February 22, 2008; December 4, 2018; November 12, 2024*

*(Replaces former SMC BP 6350)*