



## POLIC STATEMENT 70 NAMING UNIVERSITY FACILITIES AND ACADEMIC UNITS

### POLICY DIGEST

Monitoring Unit: Office of Academic Affairs  
Initially Issued: October 5, 1993  
Last Revised: January 4, 2017

### I. PURPOSE

To establish policies and procedures for naming facilities represented by the Board of Supervisors of Louisiana State University and associated Academic Units.

### II. DEFINITIONS

University Facility: any building or portion thereof, site, street, park or open space, or other tangible and relatively permanent feature under the control of Louisiana State University.

Academic Unit: a college, school, department, institute, program, or center.

- A. for a building: normally contributes at least 50 percent of the cost of constructing a new building or not less than 75 percent of the cost of renovating an existing building or contributes the equivalent to the university's general endowment for a building constructed or renovated with State and/or Federal funds.
- B. for a college or school: normally contributes not less than \$20 million to the endowment of that college or school.
- C. for an academic department: normally contributes not less than \$10 million to the endowment of that department.
- D. for an institute, program (degree and non-degree) or center: normally contributes not less than \$1 million to the endowment of that institute, program or center.'
- E. for a portion of a facility: such amount as may be required to renovate or otherwise equip it for a specified use.

*Note: Amounts listed in B., C., and D. above may be adjusted from time to time to account for*

*inflation or other considerations upon approval of and at the discretion of the President.*

Committee on Naming University Facilities & Academic Units is appointed by the Executive Vice President & Provost and serves in an advisory capacity to the Executive Vice President & Provost. The Committee consists of the following individuals serving staggered terms:

- A. One committee chair voted on by the committee from among its voting members.
- B. Eight tenured faculty members serving for terms of four years, staggered in classes of two. Members may be reappointed.
- C. President's Office Designee –member with voice but no vote.
- D. Executive Vice President & Provost's designee- member with voice but no vote.
- E. Vice President for Finance & Administration's designee- member with voice but no vote.
- F. One CEO from either the LSU Foundation, Alumni Association or Tiger Athletic Foundation – ex-officio member serving a two year term with voice but no vote. CEO's serve on a rotating basis.

### **III. GENERAL POLICY**

- A. The Facilities and Academic Units under the control of LSU are named upon the recommendation of the President with the approval and authority of the Board of Supervisors, in accordance with applicable statutes and regulations and this Policy Statement.
- B. The Board of Supervisors at any time, on good cause, can change or revoke the name on any Facility or of any Academic Unit named under the provisions of this Policy Statement.
- C. Facilities and Academic Units may be named to *honor* the contributions and achievements of an individual (See Section V.), organization, or corporation associated with LSU in accordance with State statutes, Permanent Memoranda, and this Policy Statement. Naming of any Facility or Academic Unit in honor of an individual, organization or corporation must be approved by the Board of Supervisors. The provision of functional names for facilities in which the name of an individual, organization, or corporation is not involved, is left to the discretion of the Executive Vice President & Provost as provided for in Section IV.
- D. A naming or alternative naming (See Section IV.B.) of a University Facility or Academic Unit that is agreeable to a Notable Donor or Benefactor, as well as to the University, will not be made, nor any alleged promise of such naming honored, without compliance with this Policy Statement and the prior approval of the Dean, Vice President/Vice Provost, or comparable administrative official under whose immediate authority the Facility or Academic Unit falls, the Executive Vice President & Provost, the President, and the Board of Supervisors.
- E. Any proposal, gift, pledge or planned giving agreement that contemplates delivery of a naming to a donor must contain the following language:
- F. Any and all namings involving buildings or portions thereof, sites, streets, open spaces, colleges, schools, departments, institutes, programs or centers under the control of the Board of Supervisors of Louisiana State University require the approval of the Dean

and/or Vice President/Vice Provost or comparable administrative officer, and/or Vice President under whose immediate authority the Facility or Academic Unit falls, the Executive Vice President & Provost, the President, and the Board of Supervisors and must be in compliance with State law, Permanent Memoranda, and this Policy Statement. No naming or agreed alternative naming may be delivered to any person, organization or corporation without said approval nor will any alleged promise be honored that does not comply with these stipulations. Donors are advised that approval is not automatic or guaranteed.

- G. To avoid misunderstandings, a copy of this Policy Statement or an Executive Vice President & Provost-approved, donorc 0 Tw 4.21 0 T7 (m)- 0 T7 -3.9 (0 Tw (e) 0 5 (e) 18 (0 2) 5 0-123 Total of 5.

D.

F. Duration and Modification of Namings:

1. **Duration:** The duration of a benefactor's name on any facility or unit ordinarily continues for as long as the facility or unit is used in the same manner or for the same purpose for which the naming occurred (useful life). Upon demolition, replacement, substantial renovation, re-designation of purpose, merger, change in nature or similar modification of a named facility or unit, the university may deem that the naming period has concluded.
  - a. The appropriate university representative will make all reasonable efforts to inform in advance the original benefactors or their surviving family members when the naming period is deemed to have concluded.
  - b. The university will provide for the appropriate perpetuation of the previous name. Perpetuation of the original name in an equivalent naming is not required. Appropriate perpetuation of previous names may include, for instance, a plaque in or adjacent to new and renovated facilities. In this way, the university will keep alive the memory of its supporters.
  - c. In the event of a corporate or organization naming of a facility, if the corporate or

- b. If the benefactor fails to maintain payments on a pledge upon which the naming was bestowed, the naming may be revoked.
- c.