

NAMING BUILDINGS FOR INDIVIDUALS OR ENTITIES

I. Purpose

The purpose of this policy is to establish a protocol for naming any University building or facility for an individual or entity. This policy does not apply to building or facility names that do not incorporate the name of an individual or entity.

II. General

Subject to the limitations set out in Ark. Code Ann. § 25-1-121, a University building or facility may be named in honor of an individual, who, during his or her lifetime, gave significant service to the University. This includes the naming of a building for an emeritus faculty or staff member who has spent a large part of his or her professional career in the service of the University and who, during a certain period of service, made noteworthy contributions to the progress and welfare of the University. Additionally, the Board endorses in principle the naming of a building for an individual who, from his or her personal resources, has made a substantial contribution, in relation to total costs, toward construction of said building.

III. Process

The naming of buildings or other facilities may, on occasion, have legal consequences. For this reason, any campus, division or unit seeking to name a University building or facility in honor of an individual or entity shall first consult the Office of General Counsel to identify potential legal issues. If no legal impediments are identified the campus, division or unit shall submit a request to be considered by the Board of Trustees. The Buildings and Grounds Committee of the Board of Trustees shall review the recommendations and, unless the Board has delegated such decision to the Buildings and Grounds Committee, shall submit to the Board its recommendation for the naming of a building that it determines to be in the best interest of the University. Any changes in the name of a building or facility shall also be submitted to the Board for consideration.

The naming of interior spaces of facilities, such as rooms, may also have legal consequences, but do not require approval by the Board. A campus, division or unit seeking to name an interior space in honor of an individual or entity should first consult the Office of General Counsel to identify potential legal issues.