

MONTEREY PENINSULA COLLEGE  
GOVERNING BOARD POLICIES

1000 SERIES GOVERNING BOARD POLICIES

1435 Naming of Buildings and Other Properties

The Board of Trustees of the Monterey Peninsula Community College District retains authority for naming college facilities and properties. This shall include buildings, portions of buildings, college streets or roads, stadium and baseball fields, areas of major assembly or activity, malls, and other large areas of campus circulation, and other facilities and properties, which are significant because of their use or visibility.

Naming opportunities shall be available to recognize significant monetary contributions to the college or for other non-monetary reasons.

- A. When no gift is involved, each proposal for naming a college district facility or property shall be considered on its own merits. No commitment for naming shall be made prior to Board of Trustees approval of the proposed name.

A name for a Monterey Peninsula College District facility or property must meet one or more of the following criteria:

1. It must designate major buildings or facilities. It will be named for the instructional program(s) housed or the function of a facility or property.
2. It must reflect natural, geographical, or historical characteristics.
3. It must reflect a traditional theme of the Monterey Peninsula College.
4. It must honor an individual for one or more of the following reasons.
  - a. It must honor a person who has achieved unique distinction in higher education or other significant areas of public service.
  - b. It must honor a person who has served the College in an academic capacity and has earned a reputation as a scholar, or made extraordinary contributions to the College, which warrant special recognition.

- c. It must honor a person who has served the College in an administrative or staff capacity and who, during said service, made extraordinary contributions to the college district, which warrant special recognition.
- d. No proposal for naming a facility in honor of an individual for service to the college in an academic, administrative or staff capacity, shall be made or considered until one year after the individual has retired.

The Board shall consider community, student, faculty, and staff input in the process of selecting names. An advisory committee of citizens and faculty may be appointed to review name suggestions and submit recommendations to the Superintendent/President for the Board's consideration. The Superintendent/President shall be responsible for receiving suggestions for naming buildings and facilities and for the composition of a community, student, faculty, and staff committee.

The Board will utilize the Governing Board sub-committee (two Governing Board members) to work with the Superintendent/President to evaluate and make recommendations for the naming of buildings and facilities.

B. When a gift is involved:

- 1. The Governing Board will take into consideration the significance and amount of the proposed gift in relation to the development or completion of a facility or to the enhancement of the facility's usefulness to the College. The following types of recognition and level of financial contribution guidelines shall be used:
  - a. \$5,000 to \$99,999; small classrooms, study rooms, staff lounge/kitchen areas, balconies, video conference or executive session board rooms, atriums, small garden areas and other public areas such as the fountain.
  - b. \$100,000 to \$999,999; large classrooms, boardroom, large community rooms, large public areas inside buildings and large garden areas.
  - c. 25% of replacement construction cost; for the naming of an existing building.
  - d. 50% of actual cost of construction; for the naming of new buildings.

2. Determination of specific naming opportunities within these parameters will be made by the Superintendent/President, in consultation with the Chair of the Governing Board and Chair of the Monterey Peninsula College Foundation and later ratified by the Board. No gift shall be considered or accepted by the Board which contains conditions related to college operations, the curriculum, faculty, or any college program. However, the Board may consider accepting a gift which enables the College to establish a program that the Board considers appropriate and useful.
3. Namings for gifts shall remain in effect for the life of the facility or unless a significant event or condition warrants changing the name.
4. Gifts for the naming of buildings and other properties shall otherwise be in accordance with Governing Board Policy 2175.

Formerly Governing Board Policy 8.4.

Renumbered/Adopted/Revised: September 18, 1990; January 26, 1999; March 28, 2000; April 23, 2002.