

NAMING OF COLLEGE FACILITIES

The naming of facilities can have philosophical and practical value to the institution from the standpoint of identity and community and regional pride. It is within the legal purview of the Board to name campus buildings and other facilities based upon information provided by the Chancellor, in consultation with the appropriate college president, leadership groups, and Foundation.

Procedures shall be established to ensure that the name of campus buildings and other facilities will be consistent in style and application. General guidelines to be applied to the process of naming campus buildings include the following:

- A. Consideration of geographic location of facilities, including prominent landmarks and geographical features or community names.
- B. Consideration of names with historic or cultural significance in the region.
- C. Extraordinary financial support of the college to further its programs, activities, or capital construction. Extraordinary financial support and/or contributions are defined as follows:
 1. For buildings:
 - a. A donation of fifty percent (50%) or more of the total project cost of a newly constructed or newly renovated building.
 - b. A donation in the amount of \$10 million or more for existing buildings.
 2. For parts of buildings or particular areas (classrooms, patios, gardens, theaters, or other identifiable features):
 - a. A donation of fifty percent (50%) or more of the total cost of the specific part of the building or particular area for newly constructed or newly renovated areas.
 - b. A donation of \$1.5 million or more for an existing athletic field or area.
 - c. A donation of \$500,000 or more for an existing building wing or floor.
 - d. A donation of \$250,000 or more for an existing auditorium, theatre, cafeteria, scoreboard, or similar building area.
 - e. A donation of \$100,000 or more for an existing assembly area, testing center, study area, or other similar building area.

- f. A donation of \$50,000 or more for an existing major lecture hall, specialized classroom, or similar specialized room.
- g. A donation of \$25,000 or more for an existing standard classroom or laboratory space.
- h. A donation of \$10,000 or more for an existing conference room or office space.
- 3. For programs, a donation of \$2.5 million.
- 4. For activities, such as a lecture series, a donation commensurate with the activity.
- 5. For temporary naming rights that exist for a defined period of time, the annual sponsorship amount shall be fifteen percent (15%) of the above amounts.
- 6. The Chancellor shall have discretion to waive a portion of the above limits in special circumstances at the request of the college president.
- D. Extraordinary contribution to the college and its students by an individual, group, or organization other than college staff.
- E. Extraordinary individual or organizational service to the community served by the college, not necessarily the college alone.
- F. Extraordinary and/or long-standing service by a former member of the faculty, staff, student body, administration, or Board to the students and programs of Irvine Valley College, Saddleback College, and/or Advanced Technology and Education Park (ATEP).

Prior to the installation of any signage, a signed gift agreement must be executed.

The District reserves the right to change the name of the college facilities in the following circumstances:

- A. if the donor is later convicted of a felony;
- B. if the donor engages in conduct, which, in the sole discretion of the Board, is significantly detrimental to the reputation of the donor, such that continued name association between such individual and/or company and the District and/or college would be contrary to the best interests of the District and/or college;
- C. if the structure is demolished or significantly altered and repurposed;
- D. if the name of the structure is demonstrated to be contrary to the core values and/or best interests of the District and/or college; or
- E. non-payment of financial commitment.

This policy does not apply to the building identifiers or locations such as: BGS or BSTIC.