

**NEW COLLEGE OF FLORIDA
REGULATIONS MANUAL**

CHAPTER 1 – General Provisions and Executive Affairs

1-1014 Naming of Buildings or Facilities-

NCF may recognize the significance of events, individuals, or groups by naming NCF buildings, facilities, and campus open space areas or parts thereof, including lobbies, courtyards, plazas, offices, classrooms, laboratories, auditoriums, or other parts of buildings, facilities, or campus open space areas in honor of the event, individual, or group in accordance with the criteria and procedures set forth in this Regulation. The naming of any building, facility, or campus open space area must be approved by the NCF Board of Trustees as a noticed, non-consent agenda item. The naming of any part of a building, facility, or campus open space area is hereby delegated to the New College Foundation, Inc. to the extent provided hereafter. The President, or his designee, in consultation with the Chair of the BOT and the president of the New College Foundation, Inc. has authority and responsibility for the administration of this Regulation as provided hereafter.

(1) Criteria

- (a) Buildings, facilities, and campus open space areas and/or parts thereof may be named for an event, group or individual or individuals, living or deceased, who are not NCF employees, but has or have distinguished itself, or themselves through significant contributions to NCF. These contributions may be in the form of material gifts, special service, extraordinary achievement in a scholarly discipline, or magnanimous dedication to the betterment of NCF or society.
- (b) In accordance with Chapter 267.062, Florida Statutes, an NCF building , facility, campus open space area, or part thereof may not be named for any living person except as specifically provided by law and Board of Governors Regulation. The honorary naming of buildings, facilities, and campus open space areas or parts thereof is not allowed for an active State University System member, including staff, faculty, students, or trustees unless an exception is approved by the BOT and BOG.
- (c) NCF buildings, facilities, campus open space areas or parts thereof shall not typically be named for current or former NCF employees, living or deceased. However, in special and limited cases, the BOT may decide that the contributions of a current or former NCF employee, living or deceased, were of such extraordinary dimensions that appropriate recognition would include naming of a building, facility, campus open space area or part thereof for that individual. Exceptions from (1) (b) also require approval from the BOG in the case of the honorary naming of a building, facility, or campus open space areas after a current NCF employee.
- (d) Non-gift related naming should be reserved for individuals who have made significant contributions to NCF or to the State of Florida or to the fields of education, government, science or human betterment and who are of recognized accomplishment and character.
- (e) Buildings or facilities may be named for a donor or donors to NCF in accordance with the following guidelines:
 - 1. A building or facility may be named for a donor who makes a significant gift toward the total cost or value of the building or facility; or
 - 2. Donors may establish endowments to provide for the perpetual maintenance of existing buildings, facilities, or campus open space areas. Naming opportunities for the recognition of

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such gifts are subject to approval by the BOT and, where applicable, the BOG. Information regarding such naming opportunities is available from the President or the New College Foundation.

(2) Procedures

- (a) Nominations for the naming of buildings, facilities, or campus open space areas shall be made in writing to the President, or his/her designee, who, in consultation with the Chair of the BOT, Provost, and the president of the New College Foundation, Inc., shall provide a recommendation to the BOT for consideration. Subject to the provisions of (2)(b), each nomination shall be acknowledged and acted upon by the BOT.
- (b) The BOT has final authority to approve the naming of buildings and facilities on behalf of the College. Except where the final authority to name a part of building, facility, or campus open space area is otherwise vested by law or regulation in the BOT and/or BOG, the New College Foundation, Inc. is hereby delegated the authority to name parts of a building, facility, or campus open space areas pursuant to a list of naming opportunities that has been pre-approved by the BOT. The president of the New College Foundation shall develop and periodically update the list and associated recommended contribution levels in consultation with the President and the Chair of the BOT.
- (c) The President, or his/her designee, shall review all nominations and proposed gifts and, after consulting with the Chair of the BOT and president of the New College Foundation, may reject a nomination or proposed gift if it is determined that acceptance of such nomination or proposed gift by NCF would not be in the best interests of NCF or the State University System.

- (3) Recognition. If the naming of a building, facility, or campus open space area or part thereof is approved by the BOT as provided hereunder, the President or his/her designee or the New College Foundation shall coordinate appropriate recognition activities and events.

Authority: Article IX, Sec. 7, Fla. Constitution; Fla. Stat. 267.062; Fla. Board of Governors Regulations 1.001 and 9.005

History: Adopted 04-27-02, as Policy 0-202; Revised 11-05-05; Revised and renumbered 06-29-10; Revised 09-11-10, 11-04-11, 02-24-17 (technical amendment)