

Sam Houston State University
A Member of The Texas State University System

President's Office Policy PRE-13

NAMING OF BUILDINGS/ROOMS POLICY

The Texas State University System (TSUS), Board of Regents retains exclusive authority for the permanent naming of buildings, major portions of buildings, and other geographic areas on component or system-owned or controlled property (facilities) or for the erecting of full-size statues or monuments. A building naming request will be initiated by either the Board of Regents or by the President or President's Cabinet through the Board of Regents. Requests to name lesser facilities or specific rooms in buildings will initiate through channels, such as from chairs through deans, through vice presidents, and then to the President's Cabinet for consideration and approval/denial.

GUIDELINES

NAMING OF BUILDINGS

1. Entities or individuals who have made an extraordinary financial contribution to the university.
2. Entities or individuals with prominent distinction as friends of the university.
3. Former members of the governing body of the university (TSUS Board of Regents).
4. Former presidents and former employees of the university (faculty or staff) who have provided meritorious service to the university and are held in high esteem and deep affection by their colleagues, with number of years of service not necessarily a factor.
5. Entities or individuals, including alumni, with outstanding achievement in their chosen professions, in research, or in service.
6. Non-employees with meritorious service to the university and held in high esteem by the university community and the general community.
7. Any name submitted by the Board of Regents.

NAMING LESSER FACILITIES OR SPECIFIC ROOMS:

1. Entities or individuals who have made notable financial contribution to the university.
2. Entities or individuals with distinction as friends of the university.
3. Former faculty or staff who has provided meritorious service to the university and have gained wide recognition and affection among their colleagues, with number of years of service not necessarily a factor.
4. Entities or individuals, including alumni, with outstanding achievement in their chosen professions, in research, or in service.
5. Non-employees with meritorious service to the university and held in high esteem by the university community and the general community.

Additional information regarding naming opportunities may be obtained by contacting the Vice President of University Advancement.

Reviewed by: Kathy Gilcrease, Assistant to the President
Date: September 2009