

3.8	Policy on BOR Recognition and Naming of Facilities & Academic Programs	21-171	2021-12-16
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Policy for BOR Recognition and Naming of Facilities & Academic Programs

September 27, 2021

Replaces Community College Policy 4.7.2 Facilities – Naming of Buildings on College Campuses (dated September 18, 2006)

Replaces University Resolution 09-38 and Policy – Trustee Recognition and the Naming of Facilities and Programs (dated April 8, 2009)

I. Purpose

The purpose of this policy is to define how the Board of Regents for Higher Education manages and approves proposals for the naming of university or college facilities (i.e., buildings, parts of buildings, roads, and plazas) and academic units/programs (schools, departments, centers, institutes, and programs) in honor of a donor, individual, organization, or entity.

The Board of Regents has the sole authority to provide for the naming of facilities and academic units/programs.

II. Policy

The Board of Regents for Higher Education wishes to encourage and enhance the ability of the institutions of the Connecticut State Colleges and Universities to pursue significant philanthropy in support of institutional goals. Naming of facilities and academic programs/units is one of the ways in which CSCU can acknowledge the generosity of donors and honors those whose service to or affiliation with CSCU enhances our ability to provide students with affordable, innovative and rigorous programs in pursuit of their personal and career goals, as well as contribute to the economic growth of Connecticut.

The naming recognition may also reflect subjects of a historic, cultural, academic, or geographic nature.

Any such naming must undergo a high level of consideration and due diligence to ensure that the name aligns with the purpose and mission of CSCU and its institutions. No naming opportunity shall be permitted for any entity or individual whose public image, products or services may inflict damage to CSCU’s reputation, standing, or integrity or be contrary to CSCU’s values.

III. Scope/Applicability

This policy shall apply to:

- A. Facilities: planned and existing buildings of all types (including libraries, auditoriums, and dining halls), major new additions to existing buildings and athletic facilities, all major outdoor areas including streets, entrances, gates, and landscape features, such as quadrangles, gardens, lakes, fountains, and fields.
- B. Programs: colleges, schools, departments, centers, institutes, and programs, including those that are virtual or online.

Items not covered include interior spaces within facilities (i.e., laboratories, classrooms, practice rooms, lecture halls), minor landscape features (i.e., trees, benches, and sidewalk bricks), scholarships, fellowships, and chairs.

In cases where there may be some question regarding the need for Board approval, the System President will recommend whether the proposed naming opportunity requires approval.

IV. Criteria for Selection of Honorees

Naming a facility, space, academic program or unit for an individual or organization is one of the highest honors that CSCU can bestow. This recognition is a lasting and powerful affirmation of the honoree's connection to CSCU's mission. As such, honorees shall have exemplary character, an unqualified reputation for honesty, personal integrity, and the highest standards of personal and professional ethics.

Ordinarily, CSCU facilities and academic programs/units will not be named for persons who are actively involved in or related to CSCU operations. This includes Regents, members of the faculty and staff, advisory boards, legislators and governmental officials.

Honorees who have been employed by CSCU must have given extraordinary service to the institution in a teaching, research, service or administrative field with such exceptional distinction that their contributions are widely recognized by their peers, both at CSCU and elsewhere.

When the person to be honored is living and a non-donor, ordinarily, three years must have passed since any formal association with CSCU or employment with the State of Connecticut. Such affiliation includes time spent as an undergraduate, graduate, or post-graduate student, as a paid member of the faculty or staff (whether part-time or full-time), as a paid State employee, and/or as a member of the Board of Regents. Any exception to these guidelines must be detailed in the written substantive rationale submitted to the BOR Finance Committee for consideration.

When the person to be honored is deceased, ordinarily, two years must have passed since the date of death before their name can be put forward for this recognition.

V. Private Financial Support

Eligible individuals, corporations and other organizations, may be considered for naming recognition if they have made significant financial contributions to CSCU related to the naming opportunity. Decisions regarding such recognition are made on a case-by-case basis in accordance with applicable university-wide or college-wide procedures. Decisions shall also take into consideration the total cost of the project/program, the availability of other funds, and the financial contribution.

In order to accommodate differences in resource base, structure, and community relationships and to maintain flexibility in philanthropic opportunities, each President/Campus CEO, in consultation with their Foundation and Institutional Advancement Offices, shall develop financial guidelines (Attachment A) for what constitutes substantial and significant donations to warrant a facility-related naming opportunity. Initial guidelines must be submitted for approval 90 days after the adoption of this policy by the BOR. Subsequent institutional guidelines must be submitted and reviewed at the June Finance Committee meeting for implementation annually on July 1st. The guidelines must be maintained with the institution's procedures for implementation of this policy.

General guidelines for the naming of academic units/programs should be the present value equal to or greater than two hundred percent (200%) of the annual operating budget of the program/unit. The amount should be determined by the size, operating budget, national ranking, and visibility of the unit.

VI. Duration and Revocation of Name

Naming of facilities, spaces, and academic programs/units in honor of individuals is expected to last the lifetime of the facility, space, program or unit.

In appropriate instances, most often involving a corporate sponsor, a naming may be granted for a pre-determined, specified fixed term. At the end of the term, the name of the facility or program shall expire but may be renewed with the same name or a new name and additional giving.

The Board of Regents reserves the right to remove names from facilities and programs when the gift remains unpaid beyond a five-year limit. Should this occur, the Board may rename the area and/or notify the institution that they may seek another appropriate naming opportunity.

If a named building is razed, the Board of Regents may elect to retire the name or transfer it to another facility or space. When the major function of a building is moved to another facility, the Board of Regents may elect to transfer the name with the function or retain the name with the original building.

The Board of Regents for Higher Education shall have the authority to revoke the name of a facility or academic program in the event that the benefactor for whom the facility or academic unit was named engages in conduct which, in the sole discretion of the Board of Regents, is significantly detrimental that continued name association between the individual and CSCU would be contrary to the best interests of CSCU. In these cases, the university or college has the right to change, revoke, or terminate its obligations with no financial responsibility for returning any received contributions to the benefactor.

VII. Implementation Procedures

This policy charges the four universities and Charter Oak State College to establish and maintain a single procedure (for facilities and academic programs) whose purpose is to move the philanthropic opportunity from prospect to the CSCU System President for recommendation and submission to the Board of Regents Committee structure. This procedure must be in place by March 12, 2022.

A parallel procedure must be established and maintained for the community college system with final review and confirmation by the Regional President and submission to the CSCU System President and finally to the Board of Regents Committee structure. Once it is fully accredited, community college recommendations would be reviewed and confirmed by the Regional Presidents and submitted by the CT State Community College President to the CSCU System President and Board of Regents Committee structure. This procedure must be in place by March 12, 2022.

Final transmittal of the recommendation must include:

- Naming Opportunity Cover Sheet (Attachment B)
- Staff Report which includes:
 - Detailed request, citing the facility or academic program/unit and its proposed name
 - Justification, including the nature and duration of the individual's affiliation with the institution, and the proposed gift agreement.
 - If the gift is for the construction or renovation of a facility, the following must also be included:
 - Timetable for project implementation
 - Relationship of the project to the institution's long-range plans
 - Operating budget implications and sources of funds

- Copy of the gift contract and/or pledge agreement
- Written substantive rationale if there is no gift in connection with the naming opportunity

VIII. Regent Recognition for Significant Service

The Chair of the Board of Regents for Higher Education may convene members of the Executive Committee of the Board of Regents to consider bestowing recognition to an individual who has demonstrated distinguished service. Such recognition may include, but shall not be limited to:

- Naming of a facility or major outdoor area
- Bestowing an honorary degree from a university or from the System

The Executive Committee of the Board of Trustees will ordinarily consider the individual's candidacy based on one or more of the following:

- a) Service as a campus leader, system leader, or Board of Regents member for a minimum of ten years where such service has enhanced the mission of the university or system.
- b) The individual's contribution in significant ways to the welfare of the system, university, state, or nation.
- c) The individual's achievement and demonstration of unique distinction.

The CSCU System President, on behalf of the BOR Executive Committee, will partner with the University President or Campus CEO and their respective Regional President to agree on an identified space and will act in deference to the institution's strategic initiatives.

The Executive Committee of the Board, upon favorable review, shall identify the type of award to be bestowed and provide the Board with justification and a time for recognition of the individual. The Board will then consider a vote on the matter.

Naming Opportunities and Levels

(Attachment A)

Institution: _____

Effective Date: _____

NAMING OPPORTUNITY	AMOUNT
I. NEW BUILDINGS	
- Academic Building	
- Athletic Facility	
- Libraries	
- Auditoriums	
- Dining Halls	
- Theaters	
- Other	
-	
-	
II. NEW ADDITION OR MAJOR RENOVATION (DESIGNATE ENTIRE BUILDING OR WING/SECTION)	
- Academic Building	
- Athletic Facility	
- Libraries	
- Auditoriums	
- Dining Halls	
- Theaters	
- Other	
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III. MAJOR OUTDOOR AREAS	
- Plaza/Courtyard	
- Streets	
- Entrances	
- Gates	
- Quadrangles	
- Gardens	
- Trails	
- Lakes	
- Fountains	
- Fields	
- Other	
-	
-	

Naming Opportunity Cover Sheet
(Attachment B)

Institution: _____

Target Date for BOR Committee (Finance or ASA) Action: _____

The documentation identified below is required. Please verify its inclusion by checking the appropriate boxes.

- President's/CEO's Recommendation Letter
- (For Community College's) Regional President's Endorsement
- Staff Report
- Supporting Materials/Endorsements
- Copy of the gift contract and/or pledge agreement
- Written substantive rationale if there is no gift in connection with the naming opportunity

CONTACT

Please indicate the name, title, telephone number and email address of the individual to be contacted in case of questions regarding the opportunity.

Name & Title: _____ Phone Number: _____

Email: _____

BOR Recognition and Naming of Facilities & Academic Programs

Staff Report

This “new” CSCU System policy reflects the concerns and issues raised by the Naming Policy Review Workgroup which last met in October 2019 and replaces Community College Policy 4.7.2 Facilities – Naming of Buildings on College Campuses (dated September 18, 2006) and University Resolution 09-38 Policy – Trustee Recognition and the Naming of Facilities and Programs (dated April 8, 2009).

Chronology of Work to Date

March 2021	Assignment of Project
April 23, 2021	Meeting with Ken DeLisa, Institutional Advancement, ECSU to discuss the project status of the Naming Policy Review Workgroup
June 3, 2021	Draft submitted to Alice Pritchard, Jane Gates, Ernestine Weaver, and Ben Barnes for comment
June 21, 2021	Draft submitted to Ken DeLisa for comment
July 19, 2021	Draft submitted to Regional Presidents for comment
August 5, 2021	Draft submitted to University Presidents for comment
August 11, 2021	All comments incorporated
September 10, 2021	Draft presented to BOR Academic & Student Affairs Committee
September 29, 2021	All comments incorporated
October 13, 2021	Draft presented to BOR Finance Committee
November 18, 2021	No additional comments received

Summary of Significant Changes and Improvements

1. Procedural aspects/language no longer appears in the policy. The resolution charges the Universities and Charter Oak State College to establish a consistent implementation procedure for the policy and similarly charges the 12 community colleges (and ultimately the Connecticut State Community College) to establish their consistent implementation procedure.
2. The new policy no longer includes a single specific formula (i.e. 10% of construction or remodel costs) to be used as the minimum amount of dollars required for facility-related naming opportunities. This provides each university and college with the ability to determine, based on their fundraising goals and priorities, what constitutes the substantial and significant donation required to warrant a facility-related naming opportunity. It also allows them to effectively apply their own in-depth knowledge of donors based on existing and on-going relationships to determine the specific minimum dollar amount required to name each facility – building and/or major outdoor area.

Using the form created with the policy, each university and college must submit their guidelines for review at the June Finance Committee meeting for implementation annually on July 1st.

3. New language added to the policy provides for decisions regarding approval of a naming request to also take into consideration “the total cost of the project/program, the availability of other funds, and the financial contribution.” This provides appropriate latitude for each university and college to evaluate both the actual and intrinsic costs of the project/program, as well as the overall financials available to support the specific naming opportunity.
4. The policy has also been significantly strengthened with specific language added providing the BOR with the authority to revoke the name of any facility or academic program in the event that the benefactor for whom the facility or academic program was named engages in conduct which at the sole discretion of the BOR is deemed to be detrimental and that continued association between the individual or entity and CSCU would be the contrary to the best interests of CSCU.
5. New language has been included regarding the consideration and level of diligence required to determine the appropriate alignment of the proposed naming with CSCU’s purpose and mission. Including the clearly delineated protocols that need to be specifically adhered to, as well as what is and what is not permitted regarding the entity or individuals’ public image, product or services, provides critical oversight to verify compliance. Requiring an in-depth review of each person or entity reflects the importance of mitigating any potential for the naming to inflict damage to CSCU’s reputation, standing or integrity and ensures that it will not be contrary to CSCU’s values.
6. The addition of virtual and online programs as naming opportunities expands the naming options available to those interested in supporting the fundraising mission and goals of each university and college.
7. Although there was no change to the baseline expectation that a financial gift with a present value equal to or greater than 200% of the annual operating for an academic unit, program, department, center and more, the updated naming policy does spell out additional ways by which the amount necessary to be donated for each naming opportunity can be determined, including evaluating additional relevant factors such as the size, national ranking and visibility of the unit/program.
8. The policy has also been enhanced with language added regarding the breadth and depth of options that naming recognition can reflect including historic, cultural, academic or geographic associations.



**Connecticut State
Colleges & Universities**

CT BOARD OF REGENTS FOR HIGHER EDUCATION

RESOLUTION

concerning

RECOGNITION AND NAMING OF FACILITIES & ACADEMIC PROGRAMS

December 16, 2021

WHEREAS, Section 10a-150 of the Connecticut General Statutes empowers the Board of Regents for Higher Education to accept valuable gifts of money, real property, and personal property on behalf of CSCU and/or the individual universities and colleges within it, and

WHEREAS, CSCU highly values the contributions donors, sponsors and others make to advance the mission and excellence of the institution, and

WHEREAS, the Board of Regents for Higher Education has the sole authority to provide for the naming of facilities (buildings, parts of buildings, roads, and plazas) and academic units/programs (schools, departments, centers, institutes, and programs) in honor of benefactors (individuals, corporations, and private foundations) and persons or other parties who have made substantial contributions to CSCU, one of its universities, colleges or to education in general, and

WHEREAS, the Board of Regents for Higher Education shall consider such recognition as a result of a detailed financial analysis, written substantive rationale, and the recommendation of the university or regional president, therefore be it

RESOLVED, that the Board of Regents for Higher Education adopts the attached policy for Recognition and Naming of Facilities & Academic Programs, and be it further

RESOLVED, that the Board of Regents for Higher Education hereby rescinds University Resolution 09-38 (dated April 8, 2009) and Community College Policy 4.7.2 (dated September 18, 2006), and be it further

RESOLVED, that the Board of Regents for Higher Education charges senior leadership of the four universities and Charter Oak State College to establish a consistent implementation procedure for the attached policy to be implemented March 12, 2022, and be it further

RESOLVED, that the Board of Regents for Higher Education charges senior leadership of the 12 community colleges (and ultimately the Connecticut State Community College) to establish a consistent implementation procedure for the attached policy to be implemented March 12, 2022.

A handwritten signature in blue ink that reads "Alice Pritchard".

Alice Pritchard, Secretary of the Board of Regents

Policy for BOR Recognition and Naming of Facilities & Academic Programs

September 27, 2021

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(Attachment A)

Institution: _____

Effective Date: _____

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8. The policy has also been enhanced with language added regarding the breadth and depth of options that naming recognition can reflect including historic, cultural, academic or geographic associations.

story buildings or five- to eight-story buildings, at locations best serving their communities. The buildings and facilities and the campus as a whole should be adequate to support the instructional programs and support services for these programs; inviting to the people, encouraging them to improve their skills and education; provided with ample parking and, in urban or high population density locations, accessible to public transportation; well-designed and constructed; and structured so as to make efficient use of land and building space.

(Adopted March 20, 1972)

4.7.2 Facilities - Naming of Buildings on College Campuses

The Board of Trustees of Community-Technical Colleges adopts the following policy under its authority to name buildings in the system.

Buildings or substantial portions thereof, including the library, auditorium, dining hall, or exterior campus areas, may be named in memory of persons or after subjects of historic, cultural, academic, geographic or other nature. It is intended that persons qualified to be so memorialized shall have made a significant and enduring contribution and, if a state, civic, or public employee, shall have retired from active service.

When a substantial financial contribution towards a capital project of any type is made by donors and supporters of the community college system or a constituent unit thereof, the building, or major component thereof, may be named for a person, persons, or organization suggested by the donor/s.

Recommendations for naming buildings or substantial portions thereof must be transmitted by the president of the college involved to the chancellor for consideration by the board. The transmittal shall include all documentation required by the college's naming policies, and any contributory schedule, to support the recommendation.

Each community college, in its discretion, is authorized to apply plaques or other suitable forms of recognition to the rooms or other areas of college facilities to acknowledge significant financial contributions to the college by donors or to memorialize persons designated by the donors.

(Adopted April 17, 1973; amended June 20, 1983; amended September 18, 2006)

4.7.3 Facilities - Temporary/Portable - Lease/Purchase

The chancellor is authorized to negotiate contracts to lease and/or to lease with option to purchase temporary facilities, e.g., trailers or movable buildings, for use as faculty and business offices, bookstores, athletic facilities, student lounges, and similar purposes at the colleges where adequate facilities are not available.

(Adopted November 21, 1966)



Connecticut State University System

39 Woodland Street ■ Hartford, CT 06105-2337 ■ 860-493-0000 ■ www.ctstateu.edu

BR# 09-38

RESOLUTION

concerning

TRUSTEE RECOGNITION AND NAMING OF FACILITIES & PROGRAMS POLICY

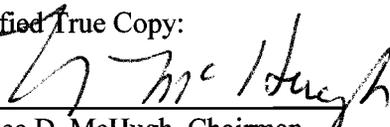
for the

CONNECTICUT STATE UNIVERSITY SYSTEM

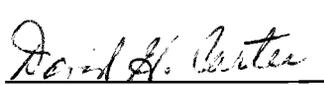
April 8, 2009

- WHEREAS, The Board of Trustees has the sole authority to provide for the naming of facilities and programs, and
- WHEREAS, Pursuant to that policy, the Board of Trustees shall consider the naming of academic programs, facilities or major portions thereof or prime external spaces as a result of a recommendation of a university president, and
- WHEREAS, Recognition of distinguished service and significant contributions to welfare of a system, university, state, or nation and an individual's achievement and demonstration of unique distinction, is worthy of acknowledgment by the Board of Trustees, therefore be it
- RESOLVED, That the Board of Trustees may consider bestowing recognition to an individual who has demonstrated distinguished service which warrants recognition of the individual's significant contribution, and be it further
- RESOLVED, That the Board of Trustees may confer such recognition in a variety of ways, including, but not be limited to, naming of a building or facility, awarding of an honorary degree from a university or from the system, or the awarding of a Connecticut State University System Trustees' Medal of Recognition, and be it further resolved
- RESOLVED, That the Board of Trustees for the Connecticut State University System hereby rescinds Board Resolution 01-50 and adopts the attached policy on Trustee Recognition and Naming of Facilities and Programs

A Certified True Copy:


Lawrence D. McHugh, Chairman

A Certified True Copy:


David G. Carter, Chancellor



Connecticut State University System

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CONNECTICUT STATE UNIVERSITY SYSTEM

POLICY ON TRUSTEE RECOGNITION AND THE NAMING OF FACILITIES AND PROGRAMS

1. PURPOSE

The purpose of this policy is to establish policies and procedures of the Board of Trustees regarding the naming of University academic programs, grounds, facilities, and buildings including major portions of buildings. The Board of Trustees has the sole authority to provide for the naming of facilities and programs. Further, this policy provides for the recognition of individuals by the Trustees for exceptional service to the university system, community, state, or nation.

2. SCOPE

This policy applies to the naming of present or future facilities, major areas (such as auditoriums and rooms with major public visibility) within existing or future facilities, existing facilities which have undergone major renovations, or areas on University grounds for which a naming opportunity exists. The Board also reserves the right to approve the naming of academic programs. Academic programs include colleges, schools, departments, centers, and institutes. The naming of scholarships, fellowships and professorships does not require Board approval. The establishment of endowed chairs shall follow the policy established in Board Resolution #99-46 or its successors.

3. OBJECTIVE

The goal of this policy is to enhance the ability of the institutions of the Connecticut State University System to encourage and pursue contributions in support of institutional goals. This policy specifies procedures for the solicitation and acceptance of named gifts as well as other procedures to be followed in naming facilities for individuals, families, or entities.

The policy also outlines the process for Trustee recognition honoring individuals who have demonstrated significant contributions to the welfare of the University System, state, or nation.

4. POLICY

Naming Involving a Gift:

- A) A naming opportunity associated with a gift to the CSU System, a constituent institution, or an affiliated foundation, will normally receive favorable consideration only when the present value of the gift is an amount equal to or greater than 10 percent of the cost to construct or substantially renovate the facility proposed for naming.
- B) A naming opportunity for a program associated with a gift to the CSU System, a constituent institution, or an affiliated foundation, will normally receive favorable consideration only when the present value of the gift is an amount equal to or greater than 200 percent of the annual operating budget of the program.

- C) Gifts should comply with the policies established in Board Resolution #2000-15 or its successors. The gift may be in cash or a legally binding pledge and should be paid within five years of the naming of the facility or program. If the pledge is to be paid over a number of years, the number of years shall be divided into the pledge and the resulting amount will be due each year. A portion of the gift may be in the form of an irrevocable trust or a contractual bequest. The Board of Trustees reserves the right to remove names from facilities and programs when the gift remains unpaid beyond the five-year limit. Should this occur, the Board may name an area of the facility or seek another appropriate naming opportunity that would be proportionate to the value of the gift received. The naming of a facility or program follows the facility or program for its life unless otherwise determined by the Board of Trustees. When a named facility is razed, the Board of Trustees may elect to retire the name or transfer it to another facility or space. When the major function of a building is moved to another facility, the Board of Trustees may elect to transfer the name with the function or retain the name with the original building.
- D) Any University System institution wishing to name a facility, any campus grounds, major portions of facilities, or academic programs as identified in Section 2 of this policy must submit a request to the Chancellor for analysis and submission to the Board's Development Committee who will thereafter submit its recommendation to the Board of Trustees.
- E) In those instances in which gifts do not reach the threshold specified in sections A and B, a substantive rationale for departing from the policy must be provided to the Board's Development Committee who may recommend a departure from these policies to the Board of Trustees for good cause shown. In these exceptional cases, where facilities and academic programs are named for people, they should be named for scholars and other distinguished individuals who are preeminent in their field of endeavor and/or have contributed meaningfully to the CSU System or to any of its constituent institutions.
- F) No facility or academic program identified in Section 2 of this policy will be named for individuals currently employed by the CSU System or the State of Connecticut, or currently holding public office.
- G) When the person to be honored is living and a non-donor, ordinarily, three years must have passed since any formal association with the CSU System or employment with the State. Such affiliation includes time spent as an undergraduate, graduate, or post-graduate student; as a paid member of the faculty or staff, whether full or part time; as a paid State employee; and as a member of the Board of Trustees.
- H) When the person to be honored is deceased, ordinarily, two years must have passed since the date of death before their name can be applied to a CSU System facility or academic program.
- I) Any University System institution wishing to name a facility, any campus grounds, major portions of facilities, or academic programs as identified in Section 2 of this policy must submit a request to the Chancellor for analysis and submission to the Board's Development Committee who will thereafter submit its recommendation to the Board of Trustees.
- J) In submitting requests for naming of facilities or academic programs to the Chancellor for consideration by the Development Committee of the Board of Trustees and, if approved, by the Board of Trustees, the following information is to be submitted:

- a) Institution name;
 - b) A detailed request, citing the facility or program in question, the proposed name, and;
 - c) Justification, including such relevant information as the nature and duration of the individual's affiliation with the University System or constituent institution. If the naming is a stipulation of the gift, the request must explain the proposed arrangement. If the gift is for the construction or renovation of a facility, the following information should be included:
 - A timetable for project implementation;
 - If the gift is for a new facility or program, the relationship of the project to the institution's long-range plans;
 - Operating budget implications, and sources of funds; and
 - d) A copy of the gift contract and/or pledge agreement must be filed with the request for approval.
 - e) If there is no gift in connection with a naming opportunity, a written substantive rationale for departing from the policy should be provided.
- K) Each university president shall determine the appropriate level of gift support required to name scholarships, fellowships, and professorships, and any other naming opportunities that do not require Board approval (e.g., rooms, patios). Gifts for these naming opportunities may be in cash and/or a legally binding pledge instrument.
- L) No later than 90 days after the end of each fiscal year, each university president shall provide a report to the Development Committee regarding the naming of all facilities (including rooms and small areas of buildings, and minor portions of campus grounds), programs, scholarships, fellowships, professorships and any other project during the course of the fiscal year that did not require approval of the Board, together with the detail of associated gifts and contributions.
- M) No later than 90 days after the end of each fiscal year, each university president shall provide the Development Committee with a schedule of naming opportunities at his university.

Trustee Recognition for Significant Service:

- A) The Chair of the Board of Trustees may convene members of the Executive Committee of the Board of Trustees when he or she deems appropriate, to consider bestowing recognition to an individual who has demonstrated distinguished service which warrants recognition of the individual's significant contributions. Such recognition may include, but shall not be limited to:
- a) Naming of a building, campus grounds, or facility.
 - b) Bestowing an Honorary degree from a university or from the System.
 - c) Awarding of a Connecticut State University System Trustees' Medal of Recognition.
- B) The Executive Committee of the Board of Trustees will ordinarily consider the individual's candidacy based on one or more of the following:

- a) Service as a University President or Chancellor for a minimum of ten years where such service has enhanced the mission of the university or system.
 - b) The individual's contribution in significant ways to the welfare of the system, university, state, or nation.
 - c) The individual's achievement and demonstration of unique distinction.
- C) When a President, Chancellor or individual has served the University or System , he or she may be considered for recognition by the Board of Trustees when one of the following has been met:
- a) Ordinarily, two years after retirement or other separation from the University, System Office, or from elected or appointed office; or
 - b) Ordinarily, two years after the person's death, if the person had not yet retired or otherwise separated from the University or System.
- D) The Executive Committee of the Board, upon favorable review, shall:
- a) Identify the type of award to be bestowed.
 - b) Provide the Board of Trustees a justification for the recognition including such relevant information as the individual's accomplishments or contributions to the University or System, service to the state or nation and;
 - c) A time for recognizing the individual.
- E) Trustee recognition of said individuals, upon favorable review and approval by the Executive Committee of the Board, shall be ratified by the full Board of Trustees

4/8/09