

6HX19-7.06 NAMING OF COLLEGE FACILITIES

The purpose of this Board Rule is to establish Board policy relating to the naming of College facilities.

The District Board of Trustees of Pasco-Hernando State College (the Board) shall be authorized to name a College building, to include rooms and classrooms, after donors who have made significant contributions to the Pasco-Hernando State College Foundation, Inc. (the Foundation) for the benefit of the College and its students. The determination of a donation meeting the gift range minimum as set within this board rule to authorize the naming of a College building, room, or classroom shall be made upon the recommendation of the Foundation and with College President consent and by a majority vote of the Board at a regular meeting. College facilities named for someone in recognition of distinguished service who has made a significant positive impact on the College over an extended period of years shall follow the below stated guidelines in numbered paragraph 1). College facilities named under this policy shall not be changed, except as required by law; if there is demolition, significant renovation, or destruction by force of nature; or if any legal impropriety or circumstances of the donor or distinguished designee reflect negatively on the College. Such changes shall be made by a majority vote of the Board at a regular meeting.

This policy is established to provide consistency, fairness, appropriate recognition and value in exchange for the honor and privilege of name association with a facility or physical property of the College.

The following two options and guidelines for naming College facilities shall be followed. Exceptions may be made only by a majority vote of the Board at a regular meeting. Amounts for these naming opportunities shall be reviewed periodically by the Board.

1) Facilities may be named for someone in recognition of distinguished service who has made a significant positive impact on the College over an extended period of years. This honor is ordinarily reserved for a College President and members of the District or Foundation Boards.

a) A committee of no less than ten members, appointed by the President, to include College Employees, Trustees, and Directors, will determine the worthiness and the degree of internal and external support for the proposed naming, and will submit a recommendation to the President.

b) The designee for this tribute must agree to the proposed naming prior to the President's recommendation to the Board.

2) Facilities may be named for a donor of a significant contribution of resources to the Foundation or the College. Contributions are considered investments that enhance the College's ability to meet the higher education needs of the community, particularly toward a level of excellence that would not be possible with only state funding and tuition. Therefore, the College seeks to provide appropriate recognition to major donors for their generosity. Any philanthropic commitments connected with the naming must either be

realized or irrevocable, or there should be reasonable assurance that a pledge will be fulfilled. If the commitment is not realized in full at the agreed time, the naming shall be subject to reconsideration by the Board and any contributions provided by the donor will be retained by the College or Foundation.

- a) Donors to be honored with naming opportunities may include individuals, families, organizations, foundations and corporations.
- b) Contribution levels for specific naming opportunities will be determined based on size, age, location and function of the facility. Minimum gift ranges, either monetary or property appraised with like values, are as follows:

Naming Opportunities	Gift Range Minimums
Campus or Center	\$ 3 million and above
Building	\$ 1 million and above
Entrance hall, lobby, building wing	\$ 500,000 to \$999,999
College Stores, cafeteria, office suite, outdoor plazas	\$ 100,000 to \$499,999
Laboratory, classroom, miscellaneous rooms, gardens	\$ 50,000 to \$ 99,999

- a) The above dollar amounts represent the minimum required for general naming opportunities.
- b) Specific contribution levels may be established with either fixed or minimum dollar amounts for sponsorship of other physical property on campus. Such property ordinarily includes permanent fixtures and furnishings.
- c) Cumulative contributions may be applied toward reaching a level only in circumstances when the contribution was not applied to a previous naming opportunity. For example, if a contributor donated a total of \$500,000 via several donations and none of the contributions received name opportunities, then those funds may be applied toward a future naming opportunity when a future donation is given and meets the minimum naming opportunity level. In this example, the contributor wants to donate another \$500,000 for a total of \$1,000,000 dollars. The entire amount may be recognized to achieve a naming opportunity for a building in accordance with the minimum ranges.
- d) All naming opportunities will be reduced to a written agreement between the PHSC Foundation Board and Donor. The agreement shall be prepared by the Vice President of Advancement of the PHSC Foundation submitted to the PHSC Foundation Board for ratification and submission via a resolution to the PHSC President and PHSC DBOT for consideration and ratification. The Resolution shall include a brief summary of how the minimum quantitative criteria is met and what complementary qualitative factors were considered in support of the resolution for this naming opportunity.

- The College President, in collaboration with the donor and other appropriate parties, shall make decisions to:
 - a. Determine content, timing, location and frequency of public announcements associated with the gift.
 - b. Approve physical markers or signs that provide information about the designee or donor and/or the nature of the gift or honor, in keeping with the design standards established by the College.
 - c. Carry out any ongoing care and maintenance of any named facility or property and physical markers, in keeping with the maintenance standards established by the College.

Facilities constructed, remodeled or renovated using private donations matched by the State of Florida under the Community College Facility Enhancement Challenge Grant Program may not be named for a living donor without approval of the State Board of Education.

Rule Adopted: 5/18/87; 9/16/97; 7/18/06; 1/19/10, 4/30/18, 9/20/22

Effective Date: 5/18/87; 9/16/97; 7/18/06; 1/19/10, 4/30/18, 9/20/22

Legal Authority:

General Authority: Florida Statutes: 1001.64; 1001.65; 1011.32

Other References:

Law Implemented: Florida Statutes: 1001.64 (1)(2)(4)(5)(37)(44); 1001.65 (1)(6)(24); 1011.32(12)

Proposer: Timothy L. Beard, President

•President’s Administrative Leadership Team Approval – Non-Substantive change