The University of Minnesota Foundation has prepared this document as guidance on Section V of the Board of Regents Naming Policy ("Namings Associated with Gifts or Sponsorships"), adopted in June 2010. The policy creates a process for the review and approval of philanthropic namings. Donors should be informed that there is an official Board of Regents Naming Policy that must be followed as part of the process of securing a gift or sponsorship that could result in a naming.

Summary of Naming Policy
Section V of the Board of Regents Naming Policy, approved in June 2010, has several significant elements:

• The policy creates a new University Naming Committee for review. As a result, the All-University Honors Committee no longer reviews namings for gifts and sponsorships.
• The Naming Committee is comprised of top administration, including the VP and Chief of Staff, the Senior Vice President of Academic Affairs and Provost, the Senior Vice President of Health Services, the CEO of the University of Minnesota Foundation, and two faculty representatives from the All-University Honors Committee.
• The policy applies to “significant university assets”

Definition of “significant University assets”: “Significant University assets shall mean tangible or intangible resources of the University that are of significant prominence or visibility.” (Board of Regents Naming Policy, Section III, Subd.1)

Examples of “significant University assets”:
• Colleges and schools;
• U-level academic programs, centers, and institutes;
• Lectureships, fellowships, professorships, and chairs; and
• Buildings, significant portions of buildings, grounds, physical structures, streets and areas.

Naming Review Process
Under the policy, the review of a naming opportunity depends on several factors:

• The President or a delegate of the President may approve the naming of endowed lectureships, fellowships, professorships and chairs. (Source: Board of Regents Naming Policy, Section V, Subd.1a)
  o In general, endowed lectureships, fellowships, professorships and chairs do not require University Naming Committee review and may be handled by the President or a delegate.
Delegates include the senior University administrator overseeing the college or campus proposing the naming.

- The University Naming Committee must review the naming of a college, school, building, or other significant University asset. (Source: Board of Regents Naming Policy, Section V, Subd.2)
  - Guidance for the process for presenting a naming opportunity to the University Naming Committee is presented below.
- Colleges, schools, academic programs, centers or institutes are not usually named for commercial entities; if the name of a commercial entity is to be considered, board approval is required. (Source: Board of Regents Naming Policy, Section V)
  - These cases MUST go through the formal naming approval process and require University Naming Committee review.

**Timing of Naming Reviews**

When a naming requires a formal review by the University Naming Committee, the review will result in a recommendation to the Board of Regents and must receive approval by the Regents to be officially accepted. The Board of Regents meetings occur on the second Thursday and Friday of each month, except August, the only month the Board of Regents does not meet. Items presented to the Regents must be on the official Regents meeting docket, which is created two weeks prior to the official Regents meeting each month.

*Please allow at least six weeks prior to the next Board of Regents meeting for the review of a proposed naming.* That will provide the University Naming Committee with four weeks to convene, conduct a meeting, and make a recommendation to the Board of Regents to be included on the docket for the subsequent Board of Regents meeting.