

Sierra College

ADMINISTRATIVE PROCEDURE

AP 6620

Naming Buildings

Date Adopted:	10/9/1995
Date Revised:	5/19/2009
Date Reviewed:	12/11/2015
References:	Education Code Section 70902

All recommendations for naming buildings shall comply with one or more of the following established criteria and shall be submitted to the Board of Trustees by the Superintendent/President.

Significant monetary contributions may, at the discretion of the Board of Trustees, be recognized by the naming of a campus area, building, educational center, or facility within the District. The various types of recognition are:

- Recognition plaques may be placed in appropriate locations such as labs, classrooms, division offices, library, or administration building.
- Naming of campus areas or parts of buildings such as classrooms, plazas, lounges, bookstore, cafeteria, and other similar type places.
- Naming of existing buildings.
- Naming of new buildings.
- Scholarship endowments of \$15,000 or more may be listed on a plaque in a prominent spot on the campus.

Criteria for the naming of facilities in honor of meritorious service may be considered under rare circumstances. The Superintendent/President will assure compliance with Board Policy 6620. Facilities may be named in recognition of the following:

- The group or individual has provided exceptional meritorious service to the success of Sierra College students and/or faculty and staff. The service recognized must be connected to achievement of the mission of the District. At a minimum, the group or

individual must have made exceptional contributions, demonstrated extraordinary leadership, and/or inspired significant positive change for the benefit of the College's students and/or faculty and staff.

See Board Policy 6620.