

# PIEDMONT VIRGINIA COMMUNITY COLLEGE

## II – ADMINISTRATIVE (GENERAL) POLICIES

### II – 18.0 NAMING OF COLLEGE FACILITIES POLICY

---

<b>Policy #:</b>	<b>II – 18.0</b>
<b>Effective:</b>	<b>10/03/05</b>
<b>Revised:</b>	<b>9/8/08</b>
<b>Responsible Dept.:</b>	<b>VPFAS, VPISS</b>

---

#### 1. PURPOSE

Virginia Community College System (VCCS) policy delegates the responsibility for naming college buildings and other facilities to the individual colleges. This policy establishes policies and procedures to be followed for the naming of buildings and other facilities and physical spaces on the PVCC campus.

#### 2. POLICIES

##### Functional Names

Upon recommendation of the appropriate Vice President, the President may approve the assignment of a functional name or the changing of an existing functional name.

Examples of functional names include “Teaching Center,” “Weight Room,” and “North Mall.”

##### Naming in Recognition of Financial Support

Criteria for the naming of college buildings and other facilities in recognition of financial support to the college will be developed by the PVCC Educational Foundation. The criteria should be reviewed periodically and adjusted as appropriate.

##### Naming in Recognition of Service to the College

The naming of a building or facility to honor an individual for service to the college must adhere to the criteria developed by the PVCC Educational Foundation for naming in recognition of financial support. An individual or group desiring to name a college facility in honor of another individual will be required to donate or otherwise raise the amount specified in the PVCC Educational Foundation criteria for naming.

##### Approvals

The naming of college buildings is subject to the approval of the President and the local College Board.

The naming of other spaces, including areas of buildings, individual rooms, and outdoor facilities, is subject to the approval of the President.

#### 3. OTHER

The naming of college buildings and facilities must be consistent with the best interests of the college.

Closure of a facility, demolition of a building, renovation of a space, or similar circumstances may result in the termination of named recognition. Should this occur, an alternate form of recognition may be provided.