

NAMING OF DISTRICT BUILDINGS, FACILITIES, OR GROUNDS

The Board of Trustees shall have the final responsibility for the naming of buildings, facilities, or grounds within the College of the Sequoias Community College District. It is the policy of the Board to approve names for college and district buildings and facilities and to commemorate such action with a standardized plaque.

- A. The name of buildings, facilities, or grounds shall include the function of the building or facility in relation to any of the following criteria:
 - 1. To honor a living person who has made a unique, extraordinary, or significant personal contribution to the college. That person may not be an employee or trustee at the time of consideration.
 - 2. To honor a deceased person who has made a unique, extraordinary, or significant personal contribution. Such proposals shall be submitted no earlier than one year following the death of the individual to be memorialized.
 - 3. To honor a group, business, or organization that has made a unique, extraordinary, or significant contribution to the college.
 - 4. To reflect natural and geographical features.
 - 5. To reflect a traditional theme of the college or the district.
 - 6. To recognize a person, group, or business that has donated significant resources through the District or the College of the Sequoias Foundation.
 - 7. To honor an individual or group contribution by dedicating an endowment, facility or equipment, center, or event. The Board shall informally direct the President/Superintendent to recommend an appropriate form of dedication.

- B. The President/Superintendent, in his/her discretion, may consider the following special circumstances to honor individuals or groups.
 - 1. To honor an individual or group by dedication of trees or other plantings on the campus. The President/Superintendent shall recommend an appropriate tree, planting, and location.

- C. The naming of a temporary district facility does not transfer to a replacement permanent structure.

Adopted: December 10, 2007
Revised: December 14, 2015
Revised: December 10, 2018