4.1 Introduction

Rules and Regulations governing the naming of Buildings and Other facilities for The University of Texas at El Paso are intended to supplement and conform to existing policies published by The University of Texas System.

The naming of buildings and other facilities, including laboratories, classrooms, seminar rooms, lounges, galleries, and other campus areas, requires specific approval of the Board of Regents of The University of Texas System. Refer to Regents’ Rule 80307 for UT System guidelines.

4.2 General Policy

The policy concerning the naming of buildings and other spaces follows the following criteria.

4.2.1 As a general practice, University building names shall reflect the functions contained within the building or reflect important historical considerations. Proposals for naming of new facilities, changing the name of an existing facility, or naming a previously undesignated area shall be considered only upon submission of a written request and justification for the proposed name to the President.

4.2.2 Recommendations to name buildings and other facilities for individuals who have made exemplary or meritorious contributions of service to the University, or to recognize significant and substantial private gifts may also be considered upon presentation of written justification. Normally, the naming of buildings and other facilities in honor of campus officials, faculty or staff, or selected or appointed public officials shall normally occur only after the campus employment or public service has concluded.

4.2.3 Recommendations to name a building based on significant contributions by private or corporate donors. Significant contributions are defined as those having a lasting positive impact on the programs and activities of students and faculty, and which further the educational, research, and public service purposes of the University. Normally, substantial means a considered and reasonable relationship between the dollar value of the donation or donations and the size and stature of the facility being recommended for naming.
4.3 **Procedures**

4.3.1 Upon receipt of a recommendation for the naming of a building or other facility, the President will review the recommendation in order to carefully consider all circumstances surrounding the naming, including the overall benefit to the institution and whether displaying the name is and will continue to be a positive reflection on the institution. The President in turn will seek such consultation on the proposal as may be considered appropriate.

4.3.2 If the President concurs with the request, a recommendation will be forwarded for consideration and action by U. T. System Administration and the Board of Regents of The University of Texas System in accordance with the set steps in the evaluation process.

4.3.3 No action, formal or informal, shall be taken to implement a recommendation for the naming of a building or other facilities until final approval is obtained from the Board of Regents. No commitment, direct or implied, shall be made to any party regarding the naming of a building or facility prior to receipt of approval by the Board of Regents of a private development plan which incorporates the naming of facilities as recognition of significant and substantial gifts, or of a singular recommendation for an individual building or other facility.

4.4 **Relevant Federal and State Statutes**

4.4.1 Texas Education Code Section 51.923 – Qualifications of Certain Business Entities to Enter Into Contracts with an Institution of Higher Education

4.5 **Relevant System Policies and Procedures**

4.5.1 Regents’ Rules and Regulations, Rule 40602 – Organized Research Units

4.5.2 Regents’ Rules and Regulations, Rule 60301 – Development Board of an Institution