Texas A&M University-San Antonio

51.06.99.O1 Naming of Buildings and other Entities
Approved: October 28, 2010
Reviewed: September, 2012
Next Scheduled Review: September, 2014

Rule Statement

This Rule establishes the guidelines that Texas A&M University-San Antonio (TAMU-SA) will follow regarding System Policy 51.06 Naming of Building and other Entities.

Reason

Texas A&M University-San Antonio honors and memorializes individuals who have made major financial contributions or had major financial contributions made on their behalf or who have performed outstanding services for the University by naming buildings, definable portions of buildings (a building wing or a classroom), geographical areas, academic entities (colleges/schools, programs, departments, centers, institutes, and similar organizational units) or endowment instruments in their honor.

Process

1. ADVANCED APPROVAL OF INDIVIDUALS RECOGNIZED

1.1 In all cases the Board of Regents of the Texas A&M University System (the “board”) shall approve in advance the names of individuals to be so recognized by the naming of University buildings, definable portions of buildings, geographical areas, or academic entities in their honor.

1.2 In the event, however, that the University wishes to undertake a plan of fundraising in which definable portions of a specific building or a well-defined geographical area under its jurisdiction would be given donors’ names through University administrative action, the plan including the name in its entirety must be submitted to the board for approval in advance. In such instances, the list of donors so recognized shall be returned to the board upon the completion of the fundraising campaign for the purposes of maintaining a permanent historical record.

1.3 All potential naming opportunities must be discussed with the University President and the Vice President for Institutional Advancement before any discussions are conducted with prospective donors. If a prospective donor expresses any interest in a naming opportunity at the University, the faculty or
staff member receiving the information should immediately forward the information to the Vice President of Institutional Advancement. Discussions with and about the prospective donor’s possible or pending gift must be held confidential to the extent allowed by law.

2. SUBSTANTIAL AND SIGNIFICANT DONATIONS TO WARRANT A GIFT-RELATED NAMING

2.1 Naming of Physical Facilities

2.1.2 Usually naming opportunities present themselves with renovation or new construction of buildings or definable portions of buildings (a building wing or a classroom). The following guidelines establish general giving levels for naming opportunities based on cost of renovations or new construction.

Note: Consider all naming rights as permanent unless otherwise stipulated by a timeframe.

**Giving Levels for Naming of Physical Facilities**

<table>
<thead>
<tr>
<th>Costs (in $)</th>
<th>Renovations</th>
<th>New Buildings</th>
</tr>
</thead>
<tbody>
<tr>
<td>499,999 or less</td>
<td>55%</td>
<td>60%</td>
</tr>
<tr>
<td>500,000 – 999,999</td>
<td>250,000 or 45% (greatest)</td>
<td>250,000 or 50% (greatest)</td>
</tr>
<tr>
<td>1 Million – 2,499,999</td>
<td>500,000 or 40% (greatest)</td>
<td>450,000 or 45% (greatest)</td>
</tr>
<tr>
<td>2.5 Million – 4,999,999</td>
<td>1 Million or 35% (greatest)</td>
<td>1 Million or 40% (greatest)</td>
</tr>
<tr>
<td>5 Million – 9,999,999</td>
<td>1.75 Million or 30% (greatest)</td>
<td>1.75 Million or 35% (greatest)</td>
</tr>
<tr>
<td>10 Million – 19,999,999</td>
<td>3 Million or 25% (greatest)</td>
<td>3 Million or 30% (greatest)</td>
</tr>
<tr>
<td>20 Million or more</td>
<td>5 Million or 20% (greatest)</td>
<td>5 Million or 25% (greatest)</td>
</tr>
</tbody>
</table>

2.1.3 For a gift associated with naming an existing building or definable portions of an existing building (a building wing, suite of rooms, or a single room), that has nothing to do with renovation or construction costs, a calculation of the replacement value less depreciation is used.

2.2 Naming of Geographical Areas

For a gift associated with naming an existing geographical area or definable portions of an existing geographical area, which has nothing to do with renovation or construction costs, a calculation of the replacement value less depreciation is used.
2.3 Naming of Academic Entities

2.3.1 Funds to name academic entities create an endowment that will generate income in perpetuity for the entity’s major priorities.

**Giving Levels for Naming Academic Entities**  
**Entity Type Minimum Contribution**

<table>
<thead>
<tr>
<th>Colleges or Schools</th>
<th>$5,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programs, Departments, Centers and Institutes</td>
<td>$1,000,000</td>
</tr>
</tbody>
</table>

2.4 Naming of University Endowments in Honor/Memory

2.4.1 Funds to name academic University endowments of any kind other than for an academic entity that will generate income in perpetuity.

**Giving Levels for Naming Other-Than Academic Entities**  
**Endowment Type Minimum Contribution**

| Scholarship | $10,000 |
| Program Operational Support | $20,000 |
| Building | $50,000 |

2.5 The President may approve exceptions to these guidelines on a case-by-case basis.

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3. GUIDELINES FOR THE UNIVERSITY

3.1 As stated in Section 1, except as cited in section 1.3, the board shall approve in advance the names of individuals to be recognized by the naming of University buildings, definable portions of buildings, geographical areas, or academic entities in said individuals honor. Endowment naming for other-than academic entities does not require board approval, but will be registered and reported annually according to procedures specified by the TAMUS Office of Budget & Accounting.

3.2 The following subsections provide University guidelines that shall be followed before approval from the board will be sought.

3.2.1 The University President, senior administration, and development officers shall be responsible for review, study, and consideration of matters related to the naming of buildings, definable portions of buildings, other geographical areas and academic entities for persons who have made outstanding contributions to the University, or who have attained eminent
accomplishments in their field of endeavor and other related matters. Similar responsibility pertains for University endowments for other-than academic entities.

3.2.2 The University President, senior administration, and development officers shall seek persons to be recognized by having facilities and academic entities named in their honor. The University shall also consider nominations by University faculty, staff and the general public.

3.2.3 All recommendations agreed to by the University President shall be forwarded to the Executive Secretary of the board. Recommendations shall be accompanied by biographical material and reasons for the nominations.

Related Policies

Texas Government Code, Chapter 2165  
System Policy 51.06 Naming of Building and other Entities

Contact Office

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