



## Honorific and Philanthropic Naming Policy

This document is the parent policy for any College procedures or regulations. Questions regarding this policy are to be directed to the identified Policy Administrator.

### Policy Statement:

The Board of Governors may consider the honorific and philanthropic naming of new or existing College facilities, classroom space, programs, or awards to reflect the names of individuals, families, or corporations.

<b>Sponsor:</b>	External Relations
<b>Policy Owner:</b>	President & CEO
<b>Policy Administrator:</b>	Director, External Relations
<b>Approved By:</b>	Board of Governors
<b>Approval Date:</b>	October 21, 2020
<b>Effective Date:</b>	October 21, 2020

<b>Objective:</b>	To provide consistency in the honorific and philanthropic naming of College facilities, classroom spaces, programs, and awards.
<b>Guidelines:</b>	<ol style="list-style-type: none"> <li>1. Final approval for the naming of facilities, in whole or in part, or programs related to a donation or as an honour for service to the community rests with the Board of Governors upon recommendation by the President. The College reserves the right to change or amend any such naming of facilities or programs where required in the best interests of the College.</li> <li>2. The honorific naming of a new or existing facility, classroom space, or program (academic naming), shall be to give honour to a person or family whose service to the community or institution is exemplary and shall be an expression of the core values of the organization and the bond with the honoured person. Honorific naming is not tied to a monetary gift.</li> <li>3. The philanthropic naming of a new or existing facility, classroom space, or program, based on a donation from an individual, family, or corporation, shall be significant in relation to the overall value of the project or initiative.</li> <li>4. The decision to name an award such as a bursary or endowment is delegated by the Board of Governors to the President &amp; CEO.</li> </ol>
<b>Definitions:</b>	<b>Academic naming</b> is a form of honorific naming, (i.e. schools of business, schools of nursing).

<b>Related Northern Lakes College Documents:</b>	Finance – Donor Recognition Policy Finance – Gift Acceptance Policy Finance - Management of Endowments and Special Purpose Funds Policy External Relations – Honorific Naming Procedure External Relations – Donor Recognition Procedure Finance – Gift Acceptance Procedure
<b>Related External</b>	N/A

<b>Information:</b>	
<b>Stakeholders Consulted:</b>	Finance Services: Sept 16, 2020 President's Advisory Team: Oct 13, 2020 Senior Leadership Team: Sep 22, 2020; Oct 6, 2020 Senior Management Team: Feb 12, 2008; May 2013; March 26, 2014 (defunct) Legal Counsel: Sep 24, 2020
<b>Next Review Date:</b>	October 21, 2025
<b>Revision History:</b>	February 19, 2008: New May 14, 2013 April 11, 2014 February 13, 2020: New template October 21, 2020: Update to name, term and removal of examples