

BOARD OF REGENTS
STATE OF IOWA

AGENDA ITEM 1
OCTOBER 31, 2007

Contact: Gary Steinke/
Joan Racki

BOARD OF REGENTS POLICY MANUAL
PROPOSED REVISIONS TO THE BOARD'S NAMING POLICY – FIRST READING

Action Requested: Consider, as a first reading, the proposed revisions to the Board's Naming Policy.

Executive Summary: At its September 2007 meeting, the Board discussed possible revisions to its existing Naming Policy and directed the Board Office to propose changes that reflected that discussion and which would ensure flexibility and effective communication, and increased scrutiny and due diligence.

Proposed changes to the policy are highlighted on Attachment A.

**BOARD OF REGENTS, STATE OF IOWA
NAMING POLICY**

(Proposed Changes to Current Policy Highlighted)

Chapter ~~6-26~~ 1.11

- A. All proposed names for facilities, properties, or university units (except minor facilities as defined below) owned or operated by the five Regent institutions, including UIHC, or the Board of Regents, State of Iowa, must have specific Board of Regents approval **prior** to naming. "Major units" include entire buildings, wings of buildings, colleges, programs and large sections of campus. "Minor units" include campus areas or sections of facilities (e.g., rooms, labs, open spaces, streets, structures, physical features, etc.) Naming of minor units or functional names of major units (e.g. Physics Building, Chemistry Building) may be approved by the institutional head and does not require Board of Regents approval.
- B. The Board ~~will normally~~ may approve names of persons (living or deceased) or, entities such as a business or, in rare instances, a commercial product. Examples of the categories of persons and entities eligible include:
1. Alumni with close ties to the institution.
 2. Distinguished Iowans.
 3. Persons who have made an outstanding contribution to a field of study, discipline, university, the State of Iowa, the nation or world.
 4. Donors who have made significant contributions to the institution generally, to a college or major unit, or to a related program.
 5. Donors who have made significant contributions toward construction, renovation and/or the critical programmatic, annual operating, or future capital renewal costs of new, renovated, or other existing facilities.
 6. Employees (presidents, superintendents, faculty, staff) – no earlier than two years following the end of employment/appointment or upon death. No unit may be named for a current Regent employee.
 7. Combinations of the above.

C. Institutional Responsibilities

1. ~~C.~~ The institutional head shall keep ~~members~~ the President and President Pro Tem of the Board of Regents and the Executive Director informed, throughout the entire process, of developments relating to possible naming of major units, ~~throughout the entire process.~~
2. The institution shall:
 - a. Consult and coordinate with the appropriate officials of the applicable fundraising arm of the institution;
 - b. Develop guidelines/rationale to determine the appropriate recognition of a donor, including the contribution threshold for the naming of a major unit.
 - c. Conduct a “due diligence” review of each donor and the person/entity (if different than the donor) in whose honor the naming is to be made and the implications of the naming for the institution. Due diligence would include, at a minimum:
 1. Review of any potential conflict of interest issues affecting any Regent institution;
 2. Review of potential impact upon the academic and research autonomy of the institution;
 3. Evaluation of the impact on future giving by the donor or others;
 4. Consultation with the Board’s bond counsel to determine whether the naming of the major unit could adversely affect existing or future tax-exempt bonds, and if so to what extent; and
 5. Consultation with institutional counsel and, to the extent appropriate, counsel for the applicable fundraising arm of the institution to ensure compliance with applicable laws and regulations.
 - d. Consider utilization of a written gift agreement with each donor if the naming of a major unit may result unless this provision is waived by the Board; the agreement would stipulate that, among other items, recognition is subject to the prior approval by the Board of Regents, that it remains subject to applicable policies of the Board, and to subsequent reconsideration by the Board. Reconsideration by the Board may occur in extraordinary circumstances if the prior approved naming may be damaging to the reputation of the Board or the institution; or contradictory to applicable law or to the policies, procedures or strategic objectives of the Board or institution.