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<b>SUBJECT</b>	Proposed Policy Amendment Naming Policy (GA6)
<b>SUBMITTED TO</b>	People, Community & International Committee
<b>MEETING DATE</b>	April 8, 2021
<b>SESSION CLASSIFICATION</b>	Recommended session criteria from Board Meetings Policy: OPEN
<b>REQUEST</b>	For input only - No action requested
<b>LEAD EXECUTIVE</b>	Hubert Lai, Q.C., University Counsel
<b>SUPPORTED BY</b>	Robin Ciceri, Vice-President External Relations (Responsible Executive for the Policy) Heather McCaw, Vice-President Development & Alumni Relations Michael White, Associate Vice-President, Campus & Community Planning Elizabeth Moxham, Legal Counsel, Committee Chair

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#### PRIOR SUBMISSIONS

The subject matter of this submission has not previously been considered by the People, Community & International Committee.

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#### EXECUTIVE SUMMARY

The Naming Policy (GA6) was first approved by the Board of Governors in March 1998, and was revised with the addition of procedures in September 2009. The Naming Policy governs how UBC recognizes persons who have made exceptional contributions to the University, either through philanthropic contributions or exceptional service.

With widespread calls across the post-secondary sector for improved consideration of institutional naming, the Office of the University Counsel was requested to convene a Policy Development Committee to proactively develop a transparent, clear, consultative framework to address namings at UBC. The members of the Policy Development Committee are listed in Supplemental Materials #1.

Proposed amendments to the Naming Policy are intended to bring all naming at UBC under the scope of the Policy to recognize the integral importance of names in creating a welcoming and inclusive environment at UBC and to advancing Indigenous reconciliation. The amendments also address changes to and the removal of names used on our campuses and other facilities.

Equity, diversity, and inclusion are fundamental elements of UBC's Strategic Plan. Heightened awareness of systemic racism, discrimination, and oppression contributed to the President's statement against racism and injustice (June 1, 2020), acknowledging UBC has an obligation and commitment to create a more inclusive environment, which includes taking the lead in examining its own practices. The proposed amended Policy significantly advances UBC in creating a welcoming and inclusive environment and is among the most advanced of any Canadian universities.

Key elements of the proposed amended Policy and procedures are as follows:

**1. Principles for Naming** – The Policy Development Committee reviewed many articulate and thoughtful working papers from universities across North America and New Zealand who have started to address how the names used on their campuses either do or do not support an inclusive environment. The learnings from those institutions pointed to the need to set out clear and transparent principles to guide naming and renaming decisions, although most are still working to integrate their learnings into their own policies. The proposed amended Policy puts forward a principle-based policy that articulates the foundational principles that define UBC, and the role those principles play in guiding naming decisions. The Policy requires that UBC strive for an appropriate balance between all the roles that naming plays at UBC and all the benefits that it can bring.

As well, the proposed amended Policy recognizes that the stories behind the names provide opportunities for community connection and education. The Policy provides that the stories should, where feasible, be easily accessible to UBC’s community and the general public. This could be accomplished, for example, through physical storyboards or digital resources (such as QR codes) to connect the community with sound files or videos. An example might be a sound file which includes the pronunciation of a name that includes words from Indigenous languages and the story of the name.

**2. Advancing Indigenous Reconciliation** – UBC has a stated strategic priority to advance Indigenous reconciliation, which includes enriching UBC’s campus landscape with a stronger Indigenous presence. Naming is one element of this commitment. The proposed amended Policy provides that, through engagement with Indigenous nations, UBC will explore naming opportunities to use words from the languages of the Indigenous nations upon whose traditional, ancestral territories UBC’s places or spaces are located, where that use is supported by the applicable Indigenous nation. UBC’s engagement with Indigenous nations is developing, and it is anticipated that the procedures to the Policy may need to be updated over time as progress is made to advance the UBC Indigenous Strategic Plan on issues related to enriching the UBC landscape with a stronger Indigenous presence. The proposed amended procedures to the Policy provide that engagement will be carried out in accordance with UBC’s engagement policies, agreements or plans that are in effect from time to time, and they point to the President’s office for more information. As well, it is proposed that the Naming Committee for Exterior Places at UBC include one or more members of faculty or staff whose role involves advancing Indigenous reconciliation.

**3. Changes to Names** – The proposed amended Policy specifically addresses changing and removal of names. Changes to names are often unexceptional, such as when a name is attached to a space that has reached the end of its lifetime, or where a donor changes their name and wishes for their name to be updated to recognize that change, or where a purely functional name is changed. Most changes to names at UBC in the past ten years have fallen into this category.

In addition, faculty, staff or students may initiate a proposal to remove a name on the grounds that the Naming undermines a welcoming and inclusive environment at UBC.

The proposed amended Policy provides that where a name is changed, UBC will endeavour to contextualize the change in an appropriate way so that it doesn’t have the effect of erasing history. UBC recognizes that, as a place of learning, we need to remember the past and learn from it, and therefore, the proposed amended Policy seeks to not erase history, but rather to look for learning, research, and educational opportunities.

- 4. Academic Units** – Where an honorary naming or a philanthropic naming is being considered for an academic unit, the proposed Procedures clarify the process for engaging with the members of an Academic Unit. The Provost will make a recommendation to the President only after this engagement. The President will then consult with an ad hoc committee, which will include members of the academy, such as the Dean and the relevant Senate committee Chairs. If, after such consultation, the President accepts the recommendation of the Provost, then the President will forward the recommendation to the Board of Governors for approval.
- 5. Likenesses** – these procedures include a new category of installation of likenesses of identifiable individuals installed as focal pieces, such as statues or large images, whether indoors or outdoors, in connection with recognition for service or philanthropy. Likenesses will be only considered as a form of recognition in the most exceptional of circumstances.
- 6. Naming Committee** – the Naming Committee continues to be a key element in the process of considering names for the built environment at UBC. The proposed amended Procedures permit the President to appoint one or more members of faculty or staff to the Naming Committee whose role involves advancing inclusive excellence, Indigenous reconciliation or other strategic priorities.

### Next steps

The proposed amended Policy is proposed to be a joint Board/Senates Policy. Subject to any feedback from the Board's People, Community & International Committee and from the relevant Senate Committees, the next step will be to post the proposed Naming Policy on the website of the University Counsel for public comment by the University community. There will also be specific reach out to support Indigenous engagement, and also to the following internal groups, Naming Committee, Equity and Inclusion Office, the Senate, the Provosts, Finance & Operations Okanagan campus. The Policy Development Committee will convene after the consultation period to consider the comments reviewed. After reviewing the community's input, the Policy Development Committee plans to submit a final recommendation to the Board of Governors and the Senates for approval in September 2021.

### Policy development process to date

In the course of developing the proposed amendments, we reviewed a research paper prepared by Campus and Community Planning; conducted further research of over 12 universities across North America and New Zealand; had discussions with two of those universities; had interviews with representatives from Senate, Development and Alumni Engagement, Government Relations, Campus and Community Planning, and Indigenous advisors; and held seven Committee meetings, in whole or in targeted subgroups.

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## APPENDICES

1. Proposed amendments to Naming Policy

## SUPPLEMENTAL MATERIALS (optional reading for Governors)

1. List of Members of the Policy Development Committee
2. Blackline comparing the current Naming Policy to the Proposed amended Policy

The current Naming Policy is available at [https://universitycounsel.ubc.ca/files/2019/08/Naming-Policy\\_GA6.pdf](https://universitycounsel.ubc.ca/files/2019/08/Naming-Policy_GA6.pdf).

 <b>The University of British Columbia Board of Governors</b>	<b>Policy No.:</b>  <b>GA6</b>
<b>Long Title:</b>  Naming (Joint Senate and Board Policy)	
<b>Short Title:</b>  <b>Naming Policy</b>	

### **Background and Purpose:**

UBC recognizes the integral importance of names in creating a welcoming and inclusive environment at UBC and advancing Indigenous reconciliation, as well as the importance of names in recognizing exemplary service and expressing gratitude for philanthropy. UBC uses names to strengthen UBC and its sense of heritage and connection to the community. Names have the potential to be in place for a very long time, resulting in lasting impact on UBC. Also, UBC sometimes recognizes contributions of particular people by prominently displaying their name or likeness, such as through tribute markers, statuary, or portraiture, in the campus environment, and those forms of recognition are also addressed by this Policy.

The purpose of this Policy is to set out clearly articulated standards for decisions regarding naming.

### **1. Scope**

- 1.1 Except to the extent otherwise set out in the Procedures, this Policy applies to:
  - 1.1.1 all names at UBC, including names of UBC's places, spaces, other physical assets, academic units, awards, honorifics, and activities; and
  - 1.1.2 the prominent display of a name or likeness of an honouree in UBC's campus environment, which will be deemed to be a naming for the purposes of this Policy.

### **2. Principles for Naming Decisions**

- 2.1 When making naming decisions, UBC will consider the best interests of UBC, conduct due diligence, and consider the principles and factors described in this Policy.
- 2.2 UBC will strive for an appropriate balance between all the roles that naming plays and all the benefits that naming can bring to UBC, including, but not limited to:
  - 2.2.1 creating a welcoming and inclusive environment at UBC;
  - 2.2.2 advancing Indigenous reconciliation;
  - 2.2.3 advancing UBC's strategic objectives;

- 2.2.4 honouring exemplary service;
  - 2.2.5 expressing gratitude for philanthropy;
  - 2.2.6 impacting student experience;
  - 2.2.7 fostering UBC's sense of identity;
  - 2.2.8 preserving UBC's stories; and
  - 2.2.9 being functionally descriptive.
- 2.3 UBC will consider naming in the context of each campus and UBC as a whole.
- 2.4 UBC has a stated strategic priority to enrich UBC's campus landscape with a stronger Indigenous presence. UBC will explore, through engagement, naming opportunities to use words from the language(s) of the Indigenous nation(s) upon whose traditional, ancestral territories UBC's place or space to be named is located, where that use is supported by the applicable Indigenous nation(s). UBC will follow the engagement process set out in the Procedures when naming may include words of any Indigenous language.
- 2.5 Stories connect the names used at UBC to the people within UBC's community and provide opportunities for education. The stories of the names reflected in UBC's places, spaces, other physical assets, academic units, awards, honorifics, and activities, whenever feasible, should be easily accessible to UBC's community and the general public.
- 2.6 UBC will make academic and operational decisions in keeping with UBC's established practices and academic purposes, and those decisions will be made independently from any decisions regarding naming.
- 2.7 Namings at UBC must be consistent with UBC's values, with particular attention to UBC's values regarding academic freedom and institutional autonomy.

### **3. Factors for Naming Decisions**

- 3.1 When considering the best interests of UBC in connection with approving a name, UBC may consider any factors that it determines are appropriate in the circumstances, which will normally include the following:
- 3.1.1 whether the proposed naming is consistent with the principles set out in this Policy;
  - 3.1.2 UBC's purpose, values, and strategic priorities;
  - 3.1.3 the results of any engagement between UBC and the Indigenous nation(s) upon whose traditional, ancestral territories the place or space to be named is located, which may be an engagement regarding a specific name or a broader naming opportunities plan which includes the name being considered, as applicable;

- 3.1.4 the prominence and role of the name, including the level of visibility of the name within UBC and outside of UBC;
  - 3.1.5 how the name might impact the perception of UBC and UBC's purpose and values by UBC's community;
  - 3.1.6 whether the name will create an association that supports the reputation of UBC;
  - 3.1.7 the results of any due diligence investigation, including historical review if applicable;
  - 3.1.8 where the naming is in connection with recognition of service, whether the recognition is consistent with other namings to recognize exemplary service; and
  - 3.1.9 how the name may be used by UBC's community, including possible short-forms and nicknames.
- 3.2 UBC will normally consider the following additional factors where the naming is connected with philanthropy and, when considering those factors, UBC will preserve the confidentiality of any information that UBC is required to keep confidential or has a normal practice of keeping confidential:
- 3.2.1 whether the terms in the applicable legal documentation are consistent with UBC's standard templates, and if not, whether those inconsistencies are appropriate; and
  - 3.2.2 whether the gift and the prominence of the naming are consistent with general philanthropic trends.
- 3.3 UBC will not engage in naming which creates the impression that UBC endorses a commercial product or a partisan political or ideological position. Names will not include any design trade-marks, slogans or logos.

#### **4. Documentation**

- 4.1 All naming which refers to a living identifiable individual must be supported by written consent to the use of the name from that individual. Naming which refers to a deceased identifiable individual requires prior consultation with the individual's legal representative if one exists.
- 4.2 Arrangements with donors which deal with naming must be in writing and state that the naming is subject to this Policy, unless otherwise approved by the Responsible Executive after consultation with the Office of the University Counsel.

#### **5. Changes to Names**

- 5.1 UBC may change names where those changes are in the best interests of UBC, which will be considered in the context of the principles and factors described in this Policy to the

extent they are applicable in the circumstances, and any other factors relevant in the context. Without limiting the generality of the foregoing:

- 5.1.1 UBC may, at any time and for any reason, change or augment a name or a part of a name which is functional in nature, even if the name includes words which are intended to honour an honouree;
  - 5.1.2 UBC will normally endeavour to facilitate donor requested changes to names that UBC has put into place to express gratitude for their philanthropy, provided that the change is permitted under the terms of any legal agreements which are in place between the donor and UBC;
  - 5.1.3 UBC may change or remove a name of an honouree where UBC is of the opinion that continued association with the name would tend to bring UBC into disrepute;
  - 5.1.4 UBC may change or remove a name if the naming is to express gratitude for philanthropy and the full amount of the donation is not made; or
  - 5.1.5 UBC may change or remove a name where the Government of British Columbia advises UBC to terminate the naming pursuant to the government's naming policy.
- 5.2 Before approving any changes to or removal of a name which recognizes an honouree, UBC will attempt to consult them using the contact information that UBC has in its records.
- 5.3 Where a name is changed, UBC will endeavour to contextualize the change in an appropriate way so that it does not have the effect of erasing history.

## **6. Decisions**

- 6.1 The processes for naming decisions are set out in the Procedures.



## PROCEDURES ASSOCIATED WITH THE NAMING POLICY

*The President may approve Procedures or the amendment or repeal of Procedures. Such approvals must be reported to the UBC Board of Governors and each Senate at their next regularly scheduled meetings or as soon thereafter as practicable.*

### 1. **Scope of Policy**

- 1.1 The Policy does not apply to Naming which is intended to be in use for five years or less, unless that Naming is intended to have significant prominence during the time it is in use.
- 1.2 Notwithstanding the foregoing, the Policy applies to any Naming of an Award or an Honorific of any length of time.
- 1.3 If there is a question about whether the Policy applies to a particular Naming, then that question will be determined by the Responsible Executive.

### 2. **Interpretation**

- 2.1 Definitions for terms which are capitalized in these Procedures are set out in section 18.

### 3. **Naming of Places**

- 3.1 This section 3 applies to the Naming of buildings, complexes of buildings, roads, walkways, playing fields, parks, gardens, agricultural or forestry plots, and other Assets which interface with the outside environment of UBC, referred to as “Places”, but does not apply to Markers or Likenesses.
- 3.2 Naming of Places requires the recommendation of the President and the approval by the Board of Governors.
- 3.3 Campus and Community Planning will seek recommendations regarding the Naming of a Place from:
  - 3.3.1 the Responsible Executive;
  - 3.3.2 the Vice-President, Development and Alumni Engagement; and
  - 3.3.3 if the Naming relates to:
    - (a) a Place used by an Academic Unit, the Dean of the relevant Faculty; or
    - (b) a Place that is not used by an Academic Unit, the Vice-President who has responsibility for the use or functional purpose of the Exterior Place.

- 3.4 If all of the individuals identified in section 3.3 recommend that the Naming proposal be approved, Campus and Community Planning will forward the proposal to the Naming Committee for consideration.
- 3.5 The Naming Committee will consider the proposed Naming of a Place in light of the evaluation by Campus and Community Planning and Development and Alumni Engagement and make a recommendation to the President.
- 3.6 The Naming Committee will include in its recommendation to the President information about whether the recommendation is a Naming to advance Indigenous reconciliation, inclusivity, or other strategic objectives; Functional Naming; Honourary Naming; and/or Philanthropic Naming, as well as background information regarding the context of the Naming and the outcomes of the engagement process.
- 3.7 Where the Exterior Place in question is a Neighbourhood Amenity, any recommendation of the Naming Committee and any recommendation of the President to the Board of Governors shall include a statement as to whether the Chair of the Board of Directors of University Neighbourhoods Association or the Director of University Neighbourhoods Association designated by the Chair for this purpose, as the case may be, supports the recommendation.
- 3.8 If the President accepts the recommendation of the Naming Committee, the President will forward the recommendation to the Board of Governors for approval.
- 3.9 UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the Board of Governors will be subject to such government approvals being secured.

#### **4. Naming of Interior Spaces**

- 4.1 This section 4 applies to the Naming of spaces within buildings, such as classrooms, reading rooms, laboratories, seminar rooms, galleries, recreational courts, lounges, and other Assets which are part of the inside environment of UBC, referred to as “**Interior Spaces**”, but does not apply to Markers or Likenesses.
- 4.2 Naming of Interior Spaces requires the approval of the President.
- 4.3 Campus and Community Planning will seek recommendations regarding the Naming of an Interior Space from:
  - 4.3.1 the Responsible Executive;
  - 4.3.2 the Vice-President, Development and Alumni Engagement;
  - 4.3.3 if the Naming relates to:
    - (a) an Interior Space used by an Academic Unit, the Dean of the relevant Faculty; or

- (b) an Interior Space that is not used by an Academic Unit, the Vice-President who has responsibility for the use or functional purpose of the Interior Space.
- 4.4 If all of the individuals identified in section 4.3 recommend that the proposal for Naming be approved, Campus and Community Planning will forward the proposal to the President for approval and forward a report summarizing the details of any approved Naming of the Interior Space to the Naming Committee.
- 4.5 UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the President will be subject to such government approvals being secured.

## **5. Naming of Other Physical Assets**

- 5.1 This section 5 applies to the Naming of all physical assets, including collections of physical assets, referred to as “**Other Physical Assets**”, but does not apply to Places, Interior Spaces, Markers, or Likenesses.
- 5.2 Naming of Other Physical Assets requires the approval of all of the individuals listed in section 5.4.
- 5.3 Development and Alumni Engagement will seek a recommendation of the proposed Naming of an Other Physical Asset from:
  - 5.3.1 for an Other Physical Asset used by an Academic Unit, the Dean of the relevant Faculty; or
  - 5.3.2 for an Other Physical Asset not used by an Academic Unit, the Vice-President responsible for that Other Physical Asset.
- 5.4 If the individual identified in section 5.3 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval by all of the following individuals:
  - 5.4.1 the Responsible Executive; and
  - 5.4.2 the Vice-President, Development and Alumni Engagement.
- 5.5 UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the individuals listed in section 5.4 will be subject to such government approvals being secured.

## **6. Naming of Academic Units**

- 6.1 Naming of Academic Units requires a recommendation from the Provost to the President, the recommendation of the President, and the approval of the Board of Governors.

- 6.2 Before recommending a proposed Naming of an Academic Unit, the Provost will secure support for that Naming from:
- 6.2.1 a representative group from the Academic Unit, selected by the Provost after an open nomination period; and
  - 6.2.2 where the Academic Unit is:
    - (a) a Faculty, the members of the executive of the Faculty;
    - (b) within a Faculty, the members of the executive of that Faculty, the leadership of that Academic Unit, and, if applicable, the leadership of any other unit which is identified by the executive of that Faculty as being relevant in the reporting structure between the Academic Unit and that Faculty (as an example, a centre which is within a school within a Faculty); and
    - (c) not within a Faculty, the leadership of the Academic Unit.
- 6.3 If the Provost recommends that the Naming proposal be approved, the Provost will forward the proposal to the President, and the President will consult with an *ad hoc* committee which must include:
- 6.3.1 the relevant Dean(s);
  - 6.3.2 the Responsible Executive;
  - 6.3.3 the Vice-President, Development and Alumni Engagement;
  - 6.3.4 the administrative head of the Academic Unit in question;
  - 6.3.5 the Chair of the Senate Academic Policy Committee (Okanagan), as appropriate;
  - 6.3.6 the Chair of the Senate Academic Policy Committee (Vancouver), as appropriate;
  - 6.3.7 the Chair of the Senate Learning and Research Committee (Okanagan), as appropriate;
  - 6.3.8 the Chair of the Senate Tributes Committee (Vancouver), as appropriate; and
  - 6.3.9 any other individuals determined by the President.
- 6.4 If, after consultation with the *ad hoc* committee, the President accepts the recommendation of the Provost that the Naming be approved, the President will forward the recommendation for the Naming of the Academic Unit to the Board of Governors for approval.

## **7. Naming of Awards and Honorifics**

- 7.1 The Naming of a Student Award is approved as part of the approval of the Student Award under the applicable Senate's policy on Student Awards.
- 7.2 The Naming of an Award which is not a Student Award is approved as part of the approval of that Award by the relevant Senate, upon recommendation of:
  - 7.2.1 the relevant Dean(s); and
  - 7.2.2 the Chair of the Senate Tributes Committee (Vancouver) or the Chair of the Senate Learning and Research Committee (Okanagan), as appropriate.
- 7.3 The Naming of an Honorific is approved as part of the approval of that Honorific under the Honorifics Policy.

## **8. Naming of Activities**

- 8.1 This section 8 applies to the Naming of activities, such as projects, programs, non-credential courses, lectures, conferences, events, and centres which are not required to be approved by a Senate, referred to as "**Activities**".
- 8.2 Naming of Activities which does not include Philanthropic Naming or Honourary Naming requires the approval of:
  - 8.2.1 for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or
  - 8.2.2 for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.
- 8.3 Naming of Activities which include Philanthropic Naming or Honourary Naming requires the approval of the individuals listed in section 8.5.
- 8.4 Development and Alumni Engagement will seek a recommendation of a proposed Philanthropic Naming or Honourary Naming of an Activity from:
  - 8.4.1 for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or
  - 8.4.2 for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.
- 8.5 If the individual identified in section 8.4 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval to:
  - 8.5.1 the Responsible Executive;
  - 8.5.2 the Vice-President, Development and Alumni Engagement.

## 9. Markers and Likenesses

- 9.1 This section 9 applies to all:
- 9.1.1 tribute markers, plaques, medallions or other markers, inside or outside, usually installed as recognitions of distinction or benefactions, referred to as “**Markers**”, other than a signage commemorating the approved Naming of a Place, Interior Space or Other Physical Asset. Markers may be a collection of recognitions such as a donor wall or other display; and
  - 9.1.2 likenesses of identifiable individuals installed as focal pieces, such as statues or large images, whether indoors or outdoors, in connection with recognition for service or philanthropy, referred to as “**Likenesses**”.
- 9.2 Likenesses will only be used as a form of recognition in the most exceptional of circumstances.
- 9.3 Development and Alumni Engagement will forward a proposal for an indoor Marker or an indoor Likeness for approval by:
- 9.3.1 the Associate Vice-President, Development and Alumni Engagement; and
  - 9.3.2 either:
    - (a) where the Marker will be in an Interior Space used by an Academic Unit, the Dean of that Faculty; or
    - (b) where the Marker will be in an Interior Space that is not used by an Academic Unit, the Vice-President responsible for that Interior Space.
- 9.4 Campus and Community Planning will forward a proposal for an outdoor Marker for approval by all of the following individuals:
- 9.4.1 the Associate Vice-President, Development and Alumni Engagement;
  - 9.4.2 the Associate Vice-President, Campus Community and Planning; and
  - 9.4.3 the Managing Director, Infrastructure Development for a Marker at UBC Vancouver or the Associate Vice-President, Finance and Operations (UBC Okanagan) for a Marker at UBC Okanagan.
- 9.5 Where a Likeness will be outdoors, Campus and Community Planning will seek the recommendation of:
- 9.5.1 if the Likeness will be located on or adjacent to a Place used by an Academic Unit, the Dean of that Faculty;
  - 9.5.2 otherwise, the Vice-President responsible for the Exterior Place;

- 9.6 If the individual identified in Section 9.5 recommends that the proposal for the outdoor Likeness be approved, Campus and Community Planning will forward the proposal for approval by both:
- 9.6.1 the Responsible Executive; and
  - 9.6.2 the Vice-President, Development and Alumni Engagement.
- 9.7 Any individual responsible for approvals in this section 9 may direct that the proposal be referred to the Naming Committee, in which case Campus and Community Planning will forward the proposal to the Naming Committee for review and recommendation to the President and approval by the President or, if the President so directs, to the Board of Governors for approval by the Board of Governors.

## **10. Other Naming**

- 10.1 Where an Asset to be named is not described in these Procedures, the Responsible Executive may make the Naming decision or may determine the process for making the Naming decision which may include directing that the proposal be decided under one of the processes in these Procedures. The Responsible Executive will consider the prominence of the Asset when determining the process and who will be authorized to approve the Naming under that process.

## **11. Naming Committee**

- 11.1 The Naming Committee may establish Naming recognition levels for Philanthropic Naming of Places and Interior Spaces through Naming opportunity plans that serve to:
- 11.1.1 provide guidance on the appropriate balance between the roles and benefits of Naming described in section 2.2 of the Policy; and
  - 11.1.2 provide a stable, dependable framework for discussions with donors.
- Updates to a Naming opportunity plan can be submitted for approval to the Naming Committee as projects develop.
- 11.2 The Naming Committee is responsible for making recommendations to the President regarding Naming of Places.
- 11.3 The Naming Committee receives notice of the Naming of Interior Spaces for its information.
- 11.4 The Naming Committee is made up of the following members:
- 11.4.1 the Responsible Executive (Chair);
  - 11.4.2 the Chancellor;
  - 11.4.3 the Provost and Vice-President, Academic (UBC Vancouver);

- 11.4.4 the Provost and Vice-President, Academic (UBC Okanagan);
- 11.4.5 the Vice-President, Development and Alumni Engagement;
- 11.4.6 the Associate Vice-President, Campus and Community Planning;
- 11.4.7 the Associate Vice-President, Finance and Operations (UBC Okanagan);
- 11.4.8 a Dean (appointed by the President);
- 11.4.9 one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence, Indigenous reconciliation, or other strategic priorities;
- 11.4.10 an alumnus/a (appointed by the President);
- 11.4.11 a faculty member (appointed by the President);
- 11.4.12 a member of staff (appointed by the President);
- 11.4.13 a student (appointed by the President); and
- 11.4.14 if the Exterior Place in question is a Neighbourhood Amenity, the Chair of the Board of Directors of University Neighbourhoods Association or a Director of the University Neighbourhoods Association designated by the Chair of the Board of Directors of the University Neighbourhoods Association for this purpose.

For the purposes of these Procedures, the term “**Neighbourhood Amenity**” means an amenity or facility that is constructed in whole or in part using funds which are referred to as community amenity charges under the Neighbours’ Agreement between UBC and the University Neighbourhoods Association, as amended from time to time, but shall specifically exclude roads and walkways.

## **12. Additional Considerations for Philanthropic Naming**

- 12.1 The Vice-President, Development and Alumni Engagement is responsible for ensuring that any proposal for Philanthropic Naming of an Asset is submitted for the review and approval applicable to that type of Asset, as set out in these Procedures.
- 12.2 Development and Alumni Engagement will conduct due diligence to confirm facts and details about any individual, family, business, or organization whose name is proposed to be incorporated into the name of an Asset as part of a Philanthropic Naming and provide a summary of those findings to the individual(s) responsible for recommendations or approval of a Naming for that type of Asset.
- 12.3 Agreements with donors that include terms relating to Philanthropic Naming must be in writing in the standard form approved by the Office of the University Counsel. Deviations from the standard form must be approved by the Office of the University Counsel.

- 12.4 UBC normally does not use the names of businesses or other organizations for Philanthropic Naming of Academic Units or buildings that house Academic Units, but may consider Philanthropic Naming to honour individuals or families proposed by such donors. Naming of other types of Assets may include the names of business or other organizations in connection with Philanthropic Naming.
- 12.5 UBC does not normally engage in Philanthropic Naming of credit courses.
- 12.6 Philanthropic Naming of a Place, Interior Space or Other Physical Asset will be for no longer than its useful life.
- 12.7 Philanthropic Naming should generally only be proposed where the associated donation:
  - 12.7.1 represents a significant part of the cost of the Asset to be named;
  - 12.7.2 is regarded as central to the completion of the Asset to be named; or
  - 12.7.3 provides a material increase of the amount available for spending annually in support of the activities carried out in connection with the Asset to be named.
- 12.8 All Philanthropic Naming proposals are considered confidential, including information regarding the details of the gift, the name of the honouree, and UBC's internal deliberations relating to the proposed name.

**13. Additional Considerations for Honourary Naming**

- 13.1 Honourary Naming to recognize the exemplary service of a member of faculty or staff will only be considered after the individual's appointment or employment with UBC comes to an end.
- 13.2 All Honourary Naming proposals are considered confidential, including the name of the honouree, and UBC's internal deliberations relating to the proposed name.
- 13.3 UBC does not normally engage in Honourary Naming of credit courses.

**14. Naming Announcements**

- 14.1 Public announcements regarding Naming will not be made until all applicable approvals have been obtained.

**15. Engagement**

- 15.1 When considering naming opportunities through engagement under Section 2.4 of the Policy, Indigenous words may be considered as well as or instead of English words for the whole of or any part of a name.
- 15.2 Engagement with Indigenous nation(s) will be carried out in accordance with UBC's Indigenous engagement policies, agreements, or plans that are in effect at the time. The President's office should be contacted for more information.

## 16. Change or Removal of Names

- 16.1 UBC may make a decision to change a name or remove a name by following the process set out in these Procedures for approving a name for that Asset type, except that there is no requirement for unanimity amongst the individuals who are responsible for making recommendations. The individuals who are responsible for approving the Naming will be provided a statement summarizing the recommendation of each individual who is responsible for providing a recommendation regarding the Naming of that type of Asset.
- 16.2 Any consideration of a change to a Naming must include a review of the applicable legal arrangements.
- 16.3 When a Place has reached the end of its useful life, UBC will attempt to inform the original donor or honouree using the contact information that UBC has in its records that the Exterior Place will be substantially renovated or replaced and to advise that there will be a new naming opportunity. UBC will, where practical and appropriate, recognize earlier donors and honourees in the renovated or replacement Place.
- 16.4 A faculty member, staff, or student of UBC, or a group of them, may propose that a Philanthropic Naming or Honourary Naming be removed on the grounds that it undermines a welcoming and inclusive environment at UBC (a “**Community Proposal**”). A Community Proposal must be made to the President in writing, make a strong stand-alone case for why that name should be removed, and include:
- 16.4.1 proposer’s name(s) and relationship to UBC;
  - 16.4.2 the name that is proposed to be removed;
  - 16.4.3 the rationale for removing the name, including:
    - (a) the specific behaviors or course of conduct by the honouree which undermine a welcoming and inclusive environment at UBC;
    - (b) why the proposer believes that the legacy of the honouree is fundamentally at odds with a welcoming and inclusive environment at UBC; and
    - (c) the sources and strength of the evidence of that behavior;
  - 16.4.4 the likely harm if the name is retained; and
  - 16.4.5 any other relevant information or arguments.
- 16.5 The President will review the Community Proposal and consider whether it meets the requirements of section 16.4. If the Community Proposal establishes a stand-alone case, then section 16.6 applies. If the Community Proposal fails to establish a stand-alone case or is incomplete, the President will inform the proposer, and advise what additional information or reasoning would be necessary for the Community Proposal to proceed for further consideration.

- 16.6 Where a Community Proposal meets the requirements of section 16.4, the President will determine the process to be used for considering that Community Proposal. In determining the process, the President will consider the principles in the Policy and the following principles:
- 16.6.1 the process should result in a written report;
  - 16.6.2 consideration of the Community Proposal will normally be the responsibility of an ad hoc committee appointed by the President which includes diverse representation from UBC's community, and will normally include:
    - (a) the Dean of the Faculty or Vice-President who has responsibility for the non-Faculty unit most closely associated with the Asset;
    - (b) Associate Vice-President, Campus and Community Planning where the Community Proposal involves a name of a Place or an Interior Space;
    - (c) Vice-President, Development and Alumni Engagement where the Community Proposal involves a Philanthropic Naming; and
    - (d) faculty members, staff, students, and alumni as appropriate;
  - 16.6.3 learning, research, and education opportunities should be supported throughout the process, including seeking input from scholars with applicable expertise;
  - 16.6.4 faculty members, staff, students, and alumni will normally be given an opportunity to provide written comments on the Community Proposal, including a process for confidential comments;
  - 16.6.5 the process to consider a Community Proposal to change a name involving a living or recently deceased honouree and/or donor must be carried out in a manner which respects their privacy;
  - 16.6.6 normally the decision to change a name or remove a name in response to a Community Proposal will be made following the process for approving a name for that Asset type as described in section 16.1, and as part of that process copies of the report prepared under this section 16.6 will be provided to the individuals or groups who have the responsibility to make recommendations or approvals regarding that Naming; and
  - 16.6.7 where the decision maker is not already a Senate or the Board of Governors, such as in the case of Activities, Interior Spaces, Other Physical Assets, Markers and Likenesses, the President may nonetheless determine that the decision should be referred to the Senate(s) and/or the Board of Governors, as applicable, for approval upon the recommendation of the President.

16.7 Any proposed Naming in replacement for the name to be removed, whether at the time of removal or at a later date, must be approved following the process for approving a name for that Asset type.

**17. Designates**

17.1 All individuals identified in the Policy or these Procedures by their titles and who are charged with making recommendations, providing approvals, or sitting on the Naming Committee may appoint a designate from time to time. Members of the Naming Committee appointed by the President may not appoint a designate.

**18. Definitions**

18.1 “**Academic Unit**” means an organizational unit within UBC which has been approved by the relevant Senate, and includes any portion of that unit.

18.2 “**Activities**” has the meaning set out in section 8.1.

18.3 “**Award**” means UBC awards and prizes, and includes Student Awards.

18.4 “**Asset**” means Academic Units, Awards, Honorifics, Places, Interior Spaces, Other Physical Assets, Markers, Likenesses, and other assets of UBC capable of being named, without regard to the role of a donation to UBC in the creation of that asset.

18.5 “**Community Proposal**” has the meaning set out in section 16.4.

18.6 “**Functional Naming**” means a Naming which describes the function or purpose of an Asset, without any element of honorary, philanthropic, Indigenous, or inclusive elements. Examples are the “Pump House”, the “Chemistry Building”, the “Old Barn”, the “Marine Drive Residence”.

18.7 “**Honourary Naming**” means Naming in recognition of service to UBC or society generally, but does not include a Philanthropic Naming.

18.8 “**Honorific**” means an honorific under the Honorifics Policy (LR1) as amended or replaced from time to time.

18.9 “**Interior Spaces**” has the meaning set out in section 4.1.

18.10 “**Likenesses**” has the meaning set out in section 9.1.2.

18.11 “**Markers**” has the meaning set out in section 9.1.1.

18.12 “**Naming**” is the act of designating the official name of an Asset.

18.13 “**Naming Committee**” refers to the committee described in section 11.

18.14 “**Neighbourhood Amenity**” has the meaning set out in section 11.4.14.

18.15 “**Other Physical Assets**” has the meaning set out in section 5.1.

- 18.16 **“Philanthropic Naming”** means Naming to express gratitude for philanthropy.
- 18.17 **“Places”** has the meaning set out in section 3.1.
- 18.18 **“Provost”** means the Provost and Vice-President, Academic (UBC Vancouver), the Provost and Vice-President, Academic (UBC Okanagan), or both, as appropriate.
- 18.19 **“Responsible Executive”** means the executive responsible for the Naming Policy and these Procedures as determined by the President from time to time.
- 18.20 **“Student Award”** has the meaning set out in in Vancouver Senate Policy V-200.2 or Okanagan Senate Policy O-200, as applicable, as those policies may be amended or replaced from time to time.

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### Members of the Naming Policy (GA6) Committee

The Office of the University Counsel constituted a Policy Committee comprised of the following members:

	Name	Title
1.	Elizabeth Moxham	Legal Counsel, Office of the University Counsel
2.	Andrea East	Lawyer, Pushor Mitchell
3.	Jan Cioe	Associate Professor, Irving K. Barber School of Arts and Sciences
4.	Hillary Gosselin	Associate Vice-President, Development, Development & Alumni Engagement
5.	Cody Isaac	UBC Students' Union Okanagan, SUO
6.	Sheryl Lightfoot	Associate Professor, First Nations & Indigenous Studies and Political Science
7.	Kin Lo	Senior Associate Dean, Students
8.	Wendy Luong	Project Manager, Office of the President
9.	Karin Mickelson	Associate Professor - AD Graduate Programs, Allard School of Law
10.	Grant Miller	Director of Planning, Development Services, Campus & Community Planning
11.	Bernard Momer	Associate Professor, Geography, Irving K. Barber Faculty of Arts and Social Sciences Department of Community, Culture and Global Studies - Okanagan
12.	Dean James Olson	Dean, Faculty of Applied Science
13.	David Shorthouse	Executive Director, Academic Initiatives, Office of the Provost & Vice-President Academic
14.	Michael White	Associate Vice President, Campus & Community Planning
15.	Georgia Yee	Vice-President, Academic & University Affairs, AMS

 <p><b>The University of British Columbia Board of Governors</b></p>	<p><b>Policy No.:</b> <b>GA6</b></p>
<p><b>Long Title:</b> Naming <a href="#">(Joint Senate and Board Policy)</a></p>	
<p><b>Short Title:</b> <b>Naming Policy</b></p>	

**Background & ~~Purposes~~ Purpose:**

~~To fulfill its mission, the University receives support from society — from volunteers, from financial donors — and from the exemplary work of the University's students, faculty and staff. This Policy sets forth the process for recognizing truly outstanding contributions to the University's mission in ways that protect and celebrate the core values of the University.~~

[UBC recognizes the integral importance of names in creating a welcoming and inclusive environment at UBC and advancing Indigenous reconciliation, as well as the importance of names in recognizing exemplary service and expressing gratitude for philanthropy. UBC uses names to strengthen UBC and its sense of heritage and connection to the community. Names have the potential to be in place for a very long time, resulting in lasting impact on UBC. Also, UBC sometimes recognizes contributions of particular people by prominently displaying their name or likeness, such as through tribute markers, statuary, or portraiture, in the campus environment, and those forms of recognition are also addressed by this Policy.](#)

[The purpose of this Policy is to set out clearly articulated standards for decisions regarding naming.](#)

**1. ~~General~~ Scope**

[1.1 Except to the extent otherwise set out in the Procedures, this Policy applies to:](#)

[1.1.1 all names at UBC, including names of UBC's places, spaces, other physical assets, academic units, awards, honorifics, and activities; and](#)

[1.1.2 the prominent display of a name or likeness of an honouree in UBC's campus environment, which will be deemed to be a naming for the purposes of this Policy.](#)

**2. ~~Principles~~ Principles for Naming Decisions**

[2.1 When making naming decisions, UBC will consider the best interests of UBC, conduct due diligence, and consider the principles and factors described in this Policy.](#)

2.2 UBC will strive for an appropriate balance between all the roles that naming plays and all the benefits that naming can bring to UBC, including, but not limited to:

2.2.1 creating a welcoming and inclusive environment at UBC;

2.2.2 advancing Indigenous reconciliation;

2.2.3 advancing UBC's strategic objectives;

2.2.4 honouring exemplary service;

2.2.5 expressing gratitude for philanthropy;

2.2.6 impacting student experience;

2.2.7 fostering UBC's sense of identity;

2.2.8 preserving UBC's stories; and

2.2.9 being functionally descriptive.

2.3 UBC will consider naming in the context of each campus and UBC as a whole.

2.4 UBC has a stated strategic priority to enrich UBC's campus landscape with a stronger Indigenous presence. UBC will explore, through engagement, naming opportunities to use words from the language(s) of the Indigenous nation(s) upon whose traditional, ancestral territories UBC's place or space to be named is located, where that use is supported by the applicable Indigenous nation(s). UBC will follow the engagement process set out in the Procedures when naming may include words of any Indigenous language.

2.5 Stories connect the names used at UBC to the people within UBC's community and provide opportunities for education. The stories of the names reflected in UBC's places, spaces, other physical assets, academic units, awards, honorifics, and activities, whenever feasible, should be easily accessible to UBC's community and the general public.

2.6 ~~1.1 A decision to construct or renovate a building, establish an endowed Chair or endowed Professorship, or begin a program is to be taken on the basis of established~~ UBC will make academic and ~~other~~ operational ~~criteria~~ and ~~approved~~ decisions in keeping with ~~the University~~ UBC's established practices and academic ~~mission~~ purposes, and those decisions will be made independently from any decisions regarding naming.

~~1.2 Naming will be independent of all appointment, admission and curriculum decisions, which the University will continue to make in keeping with its established practices and academic~~

~~mission. Naming associated with a particular facility or endowment will not preclude further naming within the facility, program or Faculty.~~

~~1.3 When name recognition has been extended for a gift received, it will be honoured in accordance with the agreement that was entered into. In the event of changed circumstances, the University reserves the right to determine the form of name recognition, in consultation with the donor when possible.~~

~~1.4 Naming may be offered to those whose accomplishments or generosity advance the academic mission of the University; further the capacity of the University to meet its teaching and scholarly objectives and to serve its community; and enhance the growth and reputation of the University.~~

~~1.5 Facilities or activities supported by gifts may be named after a donor, or a third party at the wish of a benefactor, provided that the donation represents a significant part of the cost or is regarded as central to the completion of the facility or activity.~~

~~1.6 Only in exceptional circumstances will facilities or activities be named to honour outstanding service of members of faculty or staff while the honouree remains in the full-time employment of the University.~~

2.7 Namings at UBC must be consistent with UBC's values, with particular attention to UBC's values regarding academic freedom and institutional autonomy.

### 3. Factors for Naming Decisions

3.1 When considering the best interests of UBC in connection with approving a name, UBC may consider any factors that it determines are appropriate in the circumstances, which will normally include the following:

3.1.1 whether the proposed naming is consistent with the principles set out in this Policy;

3.1.2 UBC's purpose, values, and strategic priorities;

3.1.3 the results of any engagement between UBC and the Indigenous nation(s) upon whose traditional, ancestral territories the place or space to be named is located, which may be an engagement regarding a specific name or a broader naming opportunities plan which includes the name being considered, as applicable;

- 3.1.4 the prominence and role of the name, including the level of visibility of the name within UBC and outside of UBC;
- 3.1.5 how the name might impact the perception of UBC and UBC's purpose and values by UBC's community;
- 3.1.6 whether the name will create an association that supports the reputation of UBC;
- 3.1.7 the results of any due diligence investigation, including historical review if applicable;
- 3.1.8 where the naming is in connection with recognition of service, whether the recognition is consistent with other namings to recognize exemplary service; and
- 3.1.9 how the name may be used by UBC's community, including possible short-forms and nicknames.
- 3.2 UBC will normally consider the following additional factors where the naming is connected with philanthropy and, when considering those factors, UBC will preserve the confidentiality of any information that UBC is required to keep confidential or has a normal practice of keeping confidential:
  - 3.2.1 whether the terms in the applicable legal documentation are consistent with UBC's standard templates, and if not, whether those inconsistencies are appropriate; and
  - 3.2.2 whether the gift and the prominence of the naming are consistent with general philanthropic trends.
- 3.3 UBC will not engage in naming which creates the impression that UBC endorses a commercial product or a partisan political or ideological position. Names will not include any design trade-marks, slogans or logos.

#### 4. Documentation

- 4.1 All naming which refers to a living identifiable individual must be supported by written consent to the use of the name from that individual. Naming which refers to a deceased identifiable individual requires prior consultation with the individual's legal representative if one exists.
- 4.2 Arrangements with donors which deal with naming must be in writing and state that the naming is subject to this Policy, unless otherwise approved by the Responsible Executive after consultation with the Office of the University Counsel.

## 5. Changes to Names

5.1 UBC may change names where those changes are in the best interests of UBC, which will be considered in the context of the principles and factors described in this Policy to the extent they are applicable in the circumstances, and any other factors relevant in the context. Without limiting the generality of the foregoing:

5.1.1 UBC may, at any time and for any reason, change or augment a name or a part of a name which is functional in nature, even if the name includes words which are intended to honour an honouree;

5.1.2 UBC will normally endeavour to facilitate donor requested changes to names that UBC has put into place to express gratitude for their philanthropy, provided that the change is permitted under the terms of any legal agreements which are in place between the donor and UBC;

~~1.7 The University reserves the right to decline or revoke naming recognition if the naming~~  
5.1.3 UBC may change or remove a name of an honouree where UBC is of the opinion that continued association with the name would tend to bring the University  
~~UBC~~ into disrepute.;

~~1.8 The naming opportunities at the University have been divided into the three major categories:~~

~~1.8.1 Naming of Campus Facilities~~

~~1.8.2 Naming of Chairs and Professorships~~

~~1.8.3 Naming of Academic Institutions~~

~~1.9 Minimum funding requirements for naming recognition in each category will be established by the Vice President, Development and Alumni Engagement and the Vice President, External Relations, subject to the approval of the President, and reviewed on an ongoing basis.~~

~~1.10 — All new names shall be filed with the Secretary to the Board of Governors and, in the case of Campus Facilities, the Director, Campus and Community Planning. The President's Office shall be responsible for informing the University community of all new names.~~

~~1.11 — This Policy applies to donors to both the University and the UBC Foundation.~~

~~1.12 — This Policy does not apply to any arrangements already in existence at the date the Policy is adopted, or to arrangements that may be made pursuant to discussions with donors that had already commenced at the date this Policy was adopted, even though the arrangements do not conform to the Policy.~~

## ~~2. — Naming of Campus Facilities~~

~~2.1 — The naming of Campus Facilities at the University falls into four classes.~~

~~2.1.1 Class 1 — Facilities that are part of the outside environment of the University such as, for example, buildings, complexes of buildings, roads, walkways, playing fields, parks, gardens, and agricultural or forestry plots.~~

~~2.1.2 Class 2 — Facilities that are part of inside space such as, for example, library/reading rooms, laboratories, seminar rooms, galleries, recreational courts, and lounges.~~

~~2.1.3 Class 3 — Facilities that are made up of portable items such as, for example, collections of art and/or artifacts that are identifiable because of a specific focus or purpose.~~

~~2.1.4 Class 4 — Tribute markers, plaques, medallions or other markers usually in association with such features as trees, benches, or small monuments.~~

~~2.2 — In order to ensure that the naming of Campus Facilities is compliant with the University's internal approval process as well as any applicable provincial government policies, the~~

~~Vice-President, Development and Alumni Engagement will be responsible for ensuring that any proposal to name a Campus Facility is submitted to Campus and Community Planning and to UBC Government Relations. Campus and Community Planning will oversee the process of securing internal approval of the naming proposal and UBC Government Relations will oversee the process of securing any applicable approvals from the provincial government.~~

~~2.3—New names for Campus Facilities in Class 1 require a recommendation from the President and the approval of the Board of Governors. The President shall engage in a consultation process as may be set out more particularly in the Procedures to this Policy prior to recommending to the Board of Governors any new names for such Campus Facilities. If any applicable approvals from the provincial government are still outstanding, the approval of the Board of Governors will be subject to such government approvals being secured.~~

~~2.4—New names for Campus Facilities in Classes 2, 3 and 4 require the approval of the President. The President shall engage in a consultation process as may be set out more particularly in the Procedures to this Policy prior to approving any new name for such Campus Facilities. If any applicable approvals from the provincial government are still outstanding, the approval of the President will be subject to such government approvals being secured.~~

### ~~3.—Naming of Chairs and Professorships~~

~~3.1—The establishment of an endowed Chair, including the designation of its name, requires the approval of the relevant Senate.~~

~~3.2—The establishment of an endowed Professorship, including the designation of its name, requires the approval of the Dean of the appropriate Faculty and the Provost and Vice-President, Academic (UBC Vancouver) in the case of an endowed Professorship at UBC Vancouver or the Provost and Vice-President, Academic (UBC Okanagan) in the case of an endowed Professorship at UBC Okanagan.~~

### ~~4.—Naming of Academic Institutions~~

~~4.1 In this section, the term “academic institutions” includes, *inter alia*, Faculties, Schools, Libraries, Programs, Centres and Institutes.~~

~~4.2 The naming of academic institutions is a sensitive matter.~~

~~4.3 The Provost and Vice President, Academic (UBC Vancouver) or the Provost and Vice President, Academic (UBC Okanagan), as applicable, before recommending any such naming, must ensure that:~~

~~4.3.1 the proposed name is compatible with the broader purposes of the university;~~

~~4.3.2 the autonomy of the academic institution in question and the academic freedoms to which UBC is committed will be safeguarded; and~~

~~4.3.3 a significant portion of the total operating budget of the academic institution in question, will be covered by any donation under this Policy.~~

~~4.4 In the bringing forward a proposal for the naming of an academic institution, the Provost and Vice President, Academic (UBC Vancouver) or the Provost and Vice President, Academic (UBC Okanagan), as appropriate, shall secure the support of the members of the academic institution involved.~~

~~4.5 The President shall then consult with an *ad hoc* committee which shall include the appropriate Dean(s) where relevant, the Vice President, External Relations, the Vice President, Development and Alumni Engagement, the administrative head of the academic institution in question; the Chair of the Senate Academic Policy Committee and such other members as the President shall designate.~~

~~4.6 The proposal shall then be brought to the Board of Governors for its approval.~~

5.1.4 UBC may change or remove a name if the naming is to express gratitude for philanthropy and the full amount of the donation is not made; or

5.1.5 UBC may change or remove a name where the Government of British Columbia advises UBC to terminate the naming pursuant to the government’s naming policy.

5.2 Before approving any changes to or removal of a name which recognizes an honouree, UBC will attempt to consult them using the contact information that UBC has in its records.

5.3 Where a name is changed, UBC will endeavour to contextualize the change in an appropriate way so that it does not have the effect of erasing history.

## 6. Decisions

6.1 The processes for naming decisions are set out in the Procedures.

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## PROCEDURES ASSOCIATED WITH THE NAMING POLICY

~~Pursuant to the Regulatory Framework Policy, the President may approve Procedures or the amendment or repeal of Procedures. Such approvals must be reported at the next meeting of~~The President may approve Procedures or the amendment or repeal of Procedures. Such approvals must be reported to the UBC Board of Governors or as soon thereafter as practicable, and each Senate at their next regularly scheduled meetings or as soon thereafter as practicable.

~~Capitalized terms used in these Procedures that are not otherwise defined herein shall have the meanings given to such terms in the accompanying Policy, being the Naming Policy.~~

### ~~1. Naming of Campus Facilities~~

#### 1. Scope of Policy

~~1.1 Internal approval for new names for Campus Facilities in Class 1 is to be secured as follows:~~The Policy does not apply to Naming which is intended to be in use for five years or less, unless that Naming is intended to have significant prominence during the time it is in use.

~~1.1.1 Except in urgent cases, all proposals for naming of Campus Facilities in Class 1 will be initially evaluated by Campus and Community Planning.~~

1.2 Notwithstanding the foregoing, the Policy applies to any Naming of an Award or an Honorific of any length of time.

1.3 If there is a question about whether the Policy applies to a particular Naming, then that question will be determined by the Responsible Executive.

#### 2. Interpretation

2.1 Definitions for terms which are capitalized in these Procedures are set out in section 18.

### 3. Naming of Places

- 3.1 This section 3 applies to the Naming of buildings, complexes of buildings, roads, walkways, playing fields, parks, gardens, agricultural or forestry plots, and other Assets which interface with the outside environment of UBC, referred to as “Places”, but does not apply to Markers or Likenesses.
- 3.2 Naming of Places requires the recommendation of the President and the approval by the Board of Governors.
- 3.3 Campus and Community Planning will seek recommendations regarding the Naming of a Place from:
- 3.3.1 the Responsible Executive;
  - 3.3.2 the Vice-President, Development and Alumni Engagement; and
  - 3.3.3 if the Naming relates to:
    - (a) a Place used by an Academic Unit, the Dean of the relevant Faculty; or
    - (b) a Place that is not used by an Academic Unit, the Vice-President who has responsibility for the use or functional purpose of the Exterior Place.
- 3.4 If all of the individuals identified in section 3.3 recommend that the Naming proposal be approved, Campus and Community Planning will forward the proposal to the Naming Committee for consideration.
- 3.5 The Naming Committee will consider the proposed Naming of a Place in light of the evaluation by Campus and Community Planning and Development and Alumni Engagement and make a recommendation to the President.
- 3.6 The Naming Committee will include in its recommendation to the President information about whether the recommendation is a Naming to advance Indigenous reconciliation, inclusivity, or other strategic objectives; Functional Naming; Honourary Naming; and/or Philanthropic Naming, as well as background information regarding the context of the Naming and the outcomes of the engagement process.
- 3.7 Where the Exterior Place in question is a Neighbourhood Amenity, any recommendation of the Naming Committee and any recommendation of the President to the Board of Governors shall include a statement as to whether the Chair of the Board of Directors of University Neighbourhoods Association or the Director of University Neighbourhoods Association designated by the Chair for this purpose, as the case may be, supports the recommendation.
- 3.8 If the President accepts the recommendation of the Naming Committee, the President will forward the recommendation to the Board of Governors for approval.

3.9 UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the Board of Governors will be subject to such government approvals being secured.

#### 4. Naming of Interior Spaces

4.1 This section 4 applies to the Naming of spaces within buildings, such as classrooms, reading rooms, laboratories, seminar rooms, galleries, recreational courts, lounges, and other Assets which are part of the inside environment of UBC, referred to as “Interior Spaces”, but does not apply to Markers or Likenesses.

4.2 Naming of Interior Spaces requires the approval of the President.

4.3 Campus and Community Planning ~~may establish criteria and procedures for evaluating such proposals. Campus and Community Planning may consult with stakeholders such as, for example, developers if the Class 1 Campus Facility is a road in a residential development, faculty members if the Class 1 Campus Facility is a road in the academic core of the University, or the Deputy Vice-Chancellor and Principal (UBC Okanagan) if the Class 1 Campus Facility is located at the UBC Okanagan campus.~~will seek recommendations regarding the Naming of an Interior Space from:

4.3.1 the Responsible Executive;

4.3.2 the Vice-President, Development and Alumni Engagement;

4.3.3 if the Naming relates to:

(a) an Interior Space used by an Academic Unit, the Dean of the relevant Faculty; or

(b) an Interior Space that is not used by an Academic Unit, the Vice-President who has responsibility for the use or functional purpose of the Interior Space.

4.4 If all of the individuals identified in section 4.3 recommend that the proposal for Naming be approved, Campus and Community Planning will forward the proposal to the President for approval and forward a report summarizing the details of any approved Naming of the Interior Space to the Naming Committee.

4.5 UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the President will be subject to such government approvals being secured.

## 5. Naming of Other Physical Assets

- 5.1 This section 5 applies to the Naming of all physical assets, including collections of physical assets, referred to as “Other Physical Assets”, but does not apply to Places, Interior Spaces, Markers, or Likenesses.
- 5.2 Naming of Other Physical Assets requires the approval of all of the individuals listed in section 5.4.
- 5.3 Development and Alumni Engagement will seek a recommendation of the proposed Naming of an Other Physical Asset from:
- 5.3.1 for an Other Physical Asset used by an Academic Unit, the Dean of the relevant Faculty; or
  - 5.3.2 for an Other Physical Asset not used by an Academic Unit, the Vice-President responsible for that Other Physical Asset.
- 5.4 If the individual identified in section 5.3 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval by all of the following individuals:
- 5.4.1 the Responsible Executive; and
  - 5.4.2 the Vice-President, Development and Alumni Engagement.
- 5.5 UBC Government Relations will oversee the process of securing any approvals that may be required from the provincial government. If any applicable approvals from the provincial government are outstanding, the approval of the individuals listed in section 5.4 will be subject to such government approvals being secured.

## 6. Naming of Academic Units

- 6.1 Naming of Academic Units requires a recommendation from the Provost to the President, the recommendation of the President, and the approval of the Board of Governors.
- 6.2 Before recommending a proposed Naming of an Academic Unit, the Provost will secure support for that Naming from:
- 6.2.1 a representative group from the Academic Unit, selected by the Provost after an open nomination period; and
  - 6.2.2 where the Academic Unit is:
    - (a) a Faculty, the members of the executive of the Faculty;
    - (b) within a Faculty, the members of the executive of that Faculty, the leadership of that Academic Unit, and, if applicable, the leadership of

any other unit which is identified by the executive of that Faculty as being relevant in the reporting structure between the Academic Unit and that Faculty (as an example, a centre which is within a school within a Faculty); and

(c) not within a Faculty, the leadership of the Academic Unit.

6.3 If the Provost recommends that the Naming proposal be approved, the Provost will forward the proposal to the President, and the President will consult with an *ad hoc* committee which must include:

6.3.1 the relevant Dean(s);

6.3.2 the Responsible Executive;

6.3.3 the Vice-President, Development and Alumni Engagement;

6.3.4 the administrative head of the Academic Unit in question;

6.3.5 the Chair of the Senate Academic Policy Committee (Okanagan), as appropriate;

6.3.6 the Chair of the Senate Academic Policy Committee (Vancouver), as appropriate;

6.3.7 the Chair of the Senate Learning and Research Committee (Okanagan), as appropriate;

6.3.8 the Chair of the Senate Tributes Committee (Vancouver), as appropriate; and

6.3.9 any other individuals determined by the President.

6.4 If, after consultation with the ad hoc committee, the President accepts the recommendation of the Provost that the Naming be approved, the President will forward the recommendation for the Naming of the Academic Unit to the Board of Governors for approval.

## 7. Naming of Awards and Honorifics

7.1 The Naming of a Student Award is approved as part of the approval of the Student Award under the applicable Senate's policy on Student Awards.

7.2 The Naming of an Award which is not a Student Award is approved as part of the approval of that Award by the relevant Senate, upon recommendation of:

7.2.1 the relevant Dean(s); and

7.2.2 the Chair of the Senate Tributes Committee (Vancouver) or the Chair of the Senate Learning and Research Committee (Okanagan), as appropriate.

7.3 The Naming of an Honorific is approved as part of the approval of that Honorific under the Honorifics Policy.

## 8. Naming of Activities

8.1 This section 8 applies to the Naming of activities, such as projects, programs, non-credential courses, lectures, conferences, events, and centres which are not required to be approved by a Senate, referred to as “Activities”.

8.2 Naming of Activities which does not include Philanthropic Naming or Honourary Naming requires the approval of:

8.2.1 for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or

8.2.2 for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.

8.3 Naming of Activities which include Philanthropic Naming or Honourary Naming requires the approval of the individuals listed in section 8.5.

8.4 Development and Alumni Engagement will seek a recommendation of a proposed Philanthropic Naming or Honourary Naming of an Activity from:

8.4.1 for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or

8.4.2 for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.

8.5 If the individual identified in section 8.4 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval to:

8.5.1 the Responsible Executive;

8.5.2 the Vice-President, Development and Alumni Engagement.

## 9. Markers and Likenesses

9.1 This section 9 applies to all:

9.1.1 **tribute markers, plaques, medallions or other markers**, inside or outside, usually installed as recognitions of distinction or benefactions, referred to as “**Markers**”, other than a signage commemorating the approved Naming of a Place, Interior Space or Other Physical Asset. Markers may be a collection of recognitions such as a donor wall or other display; and

9.1.2 likenesses of identifiable individuals installed as focal pieces, such as statues or large images, whether indoors or outdoors, in connection with recognition for service or philanthropy, referred to as “Likenesses”.

9.2 Likenesses will only be used as a form of recognition in the most exceptional of circumstances.

9.3 Development and Alumni Engagement will forward a proposal for an indoor Marker or an indoor Likeness for approval by:

9.3.1 the Associate Vice-President, Development and Alumni Engagement; and

9.3.2 either:

(a) where the Marker will be in an Interior Space used by an Academic Unit, the Dean of that Faculty; or

(b) where the Marker will be in an Interior Space that is not used by an Academic Unit, the Vice-President responsible for that Interior Space.

9.4 Campus and Community Planning will forward a proposal for an outdoor Marker for approval by all of the following individuals:

9.4.1 the Associate Vice-President, Development and Alumni Engagement;

9.4.2 the Associate Vice-President, Campus Community and Planning; and

9.4.3 the Managing Director, Infrastructure Development for a Marker at UBC Vancouver or the Associate Vice-President, Finance and Operations (UBC Okanagan) for a Marker at UBC Okanagan.

9.5 Where a Likeness will be outdoors, Campus and Community Planning will seek the recommendation of:

9.5.1 if the Likeness will be located on or adjacent to a Place used by an Academic Unit, the Dean of that Faculty;

9.5.2 otherwise, the Vice-President responsible for the Exterior Place;

9.6 If the individual identified in Section 9.5 recommends that the proposal for the outdoor Likeness be approved, Campus and Community Planning will forward the proposal for approval by both:

9.6.1 the Responsible Executive; and

9.6.2 the Vice-President, Development and Alumni Engagement.

9.7 ~~1.1.2 The~~Any individual responsible for approvals in this section 9 may direct that the proposal be referred to the Naming Committee, in which case Campus and Community Planning will ~~consider~~forward the proposal ~~in light of the evaluation by Campus and~~

~~Community Planning and make~~ to the Naming Committee for review and recommendation to the President and approval by the President or, if the President so directs, to the Board of Governors for approval by the Board of Governors.

## 10. Other Naming

10.1 Where an Asset to be named is not described in these Procedures, the Responsible Executive may make the Naming decision or may determine the process for making the Naming decision which may include directing that the proposal be decided under one of the processes in these Procedures. The Responsible Executive will consider the prominence of the Asset when determining the process and who will be authorized to approve the Naming under that process.

## 11. Naming Committee

11.1 The Naming Committee may establish Naming recognition levels for Philanthropic Naming of Places and Interior Spaces through Naming opportunity plans that serve to:

11.1.1 provide guidance on the appropriate balance between the roles and benefits of Naming described in section 2.2 of the Policy; and

11.1.2 provide a stable, dependable framework for discussions with donors.

Updates to a Naming opportunity plan can be submitted for approval to the Naming Committee as projects develop.

11.2 The Naming Committee is responsible for making recommendations to the President regarding Naming of Places.

11.3 ~~1.1.3~~ The Naming Committee shall have receives notice of the Naming of Interior Spaces for its information.

11.4 The Naming Committee is made up of the following members:

11.4.1 ~~(a)~~ the Responsible Executive ~~or designate~~ (Chair);

11.4.2 ~~(b)~~ the Chancellor;

11.4.3 ~~(c)~~ the Provost and Vice-President, Academic (UBC Vancouver) ~~or designate~~;

11.4.4 ~~(d)~~ the ~~Provost and~~ Vice-President, Academic (UBC Okanagan);

11.4.5 ~~the Vice-President,~~ Development and Alumni Engagement ~~or designate~~;

11.4.6 ~~(e)~~ the Associate Vice-President, Campus and Community Planning ~~or designate~~;

11.4.7 ~~(f)~~ the Associate Vice-President, Finance and Operations (UBC Okanagan) ~~or designate~~;

11.4.8 ~~(g)~~ a Dean (appointed by the President);

~~(h) the Dean of the Faculty or director of the non Faculty unit most closely associated with the Class 1 Campus Facility or designate;~~

11.4.9 (i) an alumnus/a one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence, Indigenous reconciliation, or other strategic priorities;

11.4.10 an alumnus/a (appointed by the President);

11.4.11 (j) a faculty member (appointed by the President);

11.4.12 (k) a member of staff (appointed by the President);

11.4.13 (l) a student (appointed by the President); and

11.4.14 (m) if the Campus Facility Exterior Place in question is a Neighbourhood Amenity, the Chair of the Board of Directors of the University Neighbourhoods Association or a Director of the University Neighbourhoods Association designated by the Chair of the Board of Directors of the University Neighbourhoods Association for this purpose.

For the purposes of these Procedures, the term **“Neighbourhood Amenity”** shall mean ~~a community~~means an amenity, ~~including park like spaces, playing fields, or structures, that is located within Hampton Place or one of the local planning areas identified in Schedule “C” to the Official Community Plan for Electoral Area A and~~ or facility that is constructed in whole or in part using funds ~~from the Community Amenity Charge~~which are referred to as community amenity charges under the Neighbours’ Agreement between UBC and the University Neighbourhoods Association, as amended from time to time, but shall specifically exclude roads and walkways.

~~1.1.4 The Naming Committee may recommend to the President that a facility be named to reflect its use (for example, the General Services Administration Building); or to honour someone associated with the University (for example, the Henry Angus Building); or to recognize a donor (for example, the Kinsmen Laboratory for Neurological Research). Where the Campus Facility in question is a Neighbourhood Amenity, any recommendation of the Naming Committee and any recommendation of the President to the Board of Governors shall include a statement as to whether the Chair of the Board of Directors of the University Neighbourhoods Association or the Director of the University Neighbourhoods Association designated by the Chair for this purpose, as the case may be, supports or opposes the recommendation.~~

~~1.1.5 If the President accepts the recommendation of the Naming Committee, the President will forward the recommendation to the Board of Governors for approval.~~

~~1.2 Internal approval for new names for Campus Facilities in Class 2 is to be secured as follows:~~

## 12. Additional Considerations for Philanthropic Naming

- 12.1 The Vice-President, Development and Alumni Engagement is responsible for ensuring that any proposal for Philanthropic Naming of an Asset is submitted for the review and approval applicable to that type of Asset, as set out in these Procedures.
- 12.2 Development and Alumni Engagement will conduct due diligence to confirm facts and details about any individual, family, business, or organization whose name is proposed to be incorporated into the name of an Asset as part of a Philanthropic Naming and provide a summary of those findings to the individual(s) responsible for recommendations or approval of a Naming for that type of Asset.
- 12.3 Agreements with donors that include terms relating to Philanthropic Naming must be in writing in the standard form approved by the Office of the University Counsel. Deviations from the standard form must be approved by the Office of the University Counsel.
- 12.4 UBC normally does not use the names of businesses or other organizations for Philanthropic Naming of Academic Units or buildings that house Academic Units, but may consider Philanthropic Naming to honour individuals or families proposed by such donors. Naming of other types of Assets may include the names of business or other organizations in connection with Philanthropic Naming.
- 12.5 UBC does not normally engage in Philanthropic Naming of credit courses.
- 12.6 Philanthropic Naming of a Place, Interior Space or Other Physical Asset will be for no longer than its useful life.
- 12.7 Philanthropic Naming should generally only be proposed where the associated donation:
- 12.7.1 represents a significant part of the cost of the Asset to be named;
  - 12.7.2 is regarded as central to the completion of the Asset to be named; or
  - 12.7.3 provides a material increase of the amount available for spending annually in support of the activities carried out in connection with the Asset to be named.
- 12.8 All Philanthropic Naming proposals are considered confidential, including information regarding the details of the gift, the name of the honouree, and UBC's internal deliberations relating to the proposed name.

## 13. Additional Considerations for Honourary Naming

- 13.1 Honourary Naming to recognize the exemplary service of a member of faculty or staff will only be considered after the individual's appointment or employment with UBC comes to an end.

13.2 All Honourary Naming proposals are considered confidential, including the name of the honouree, and UBC's internal deliberations relating to the proposed name.

13.3 UBC does not normally engage in Honourary Naming of credit courses.

#### **14. Naming Announcements**

14.1 Public announcements regarding Naming will not be made until all applicable approvals have been obtained.

#### **15. Engagement**

15.1 When considering naming opportunities through engagement under Section 2.4 of the Policy, Indigenous words may be considered as well as or instead of English words for the whole of or any part of a name.

15.2 Engagement with Indigenous nation(s) will be carried out in accordance with UBC's Indigenous engagement policies, agreements, or plans that are in effect at the time. The President's office should be contacted for more information.

#### **16. Change or Removal of Names**

16.1 UBC may make a decision to change a name or remove a name by following the process set out in these Procedures for approving a name for that Asset type, except that there is no requirement for unanimity amongst the individuals who are responsible for making recommendations. The individuals who are responsible for approving the Naming will be provided a statement summarizing the recommendation of each individual who is responsible for providing a recommendation regarding the Naming of that type of Asset.

16.2 Any consideration of a change to a Naming must include a review of the applicable legal arrangements.

16.3 When a Place has reached the end of its useful life, UBC will attempt to inform the original donor or honouree using the contact information that UBC has in its records that the Exterior Place will be substantially renovated or replaced and to advise that there will be a new naming opportunity. UBC will, where practical and appropriate, recognize earlier donors and honourees in the renovated or replacement Place.

16.4 A faculty member, staff, or student of UBC, or a group of them, may propose that a Philanthropic Naming or Honourary Naming be removed on the grounds that it undermines a welcoming and inclusive environment at UBC (a "Community Proposal"). A Community Proposal must be made to the President in writing, make a strong stand-alone case for why that name should be removed, and include:

16.4.1 proposer's name(s) and relationship to UBC;

16.4.2 the name that is proposed to be removed;

16.4.3 the rationale for removing the name, including:

(a) the specific behaviors or course of conduct by the honouree which undermine a welcoming and inclusive environment at UBC;

(b) why the proposer believes that the legacy of the honouree is fundamentally at odds with a welcoming and inclusive environment at UBC; and

(c) the sources and strength of the evidence of that behavior;

16.4.4 the likely harm if the name is retained; and

16.4.5 any other relevant information or arguments.

16.5 The President will review the Community Proposal and consider whether it meets the requirements of section 16.4. If the Community Proposal establishes a stand-alone case, then section 16.6 applies. If the Community Proposal fails to establish a stand-alone case or is incomplete, the President will inform the proposer, and advise what additional information or reasoning would be necessary for the Community Proposal to proceed for further consideration.

16.6 Where a Community Proposal meets the requirements of section 16.4, the President will determine the process to be used for considering that Community Proposal. In determining the process, the President will consider the principles in the Policy and the following principles:

16.6.1 the process should result in a written report;

16.6.2 consideration of the Community Proposal will normally be the responsibility of an ad hoc committee appointed by the President which includes diverse representation from UBC's community, and will normally include:

(a) the Dean of the Faculty or Vice-President who has responsibility for the non-Faculty unit most closely associated with the Asset;

(b) 1.2.1 Associate Vice-President, Campus and Community Planning will seek where the recommendations of:

~~(a) the Responsible Executive~~ Community Proposal involves a name of a Place or an Interior Space;

~~(c) the Vice-President, Development and Alumni Engagement, (c) the Vice-President who has responsibility for the use or functional purpose of the facility, such as, for example, the Provost and Vice-President, Academic (UBC Vancouver) in the case of the Irving K. Barber Learning Centre and the Deputy Vice-Chancellor and Principal (UBC Okanagan) for a Class 2 Campus Facility located at the UBC Okanagan campus; and~~

~~(d) if the name relates to academic space that is functionally related to a specific Faculty, the Dean of that Faculty.~~

~~1.2.2 If all of the persons identified in Article 1.2.1 recommend that the naming proposal be approved, Campus and Community Planning will forward the proposal to the President for approval. If any applicable approvals from the provincial government are still outstanding, the approval of the President will be subject to such government approvals being secured.~~

~~1.3 Internal approval for new names for Campus Facilities in Class 3 is to be secured as follows:~~

~~1.3.1. Campus and where the Community Proposal involves a Philanthropic Naming; and~~

~~(d) faculty members, staff, students, and alumni as appropriate;~~

~~16.6.3 learning, research, and education opportunities should be supported throughout the process, including seeking input from scholars with applicable expertise;~~

~~16.6.4 faculty members, staff, students, and alumni will normally be given an opportunity to provide written comments on the Community Proposal, including a process for confidential comments;~~

~~16.6.5 the process to consider a Community Proposal to change a name involving a living or recently deceased honouree and/or donor must be carried out in a manner which respects their privacy;~~

~~16.6.6 normally the decision to change a name or remove a name in response to a Community Proposal will be made following the process for approving a name for that Asset type as described in section 16.1, and as part of that process copies of the report prepared under this section 16.6 will be provided to the individuals or groups who have the responsibility to make recommendations or approvals regarding that Naming; and~~

~~16.6.7 where the decision maker is not already a Senate or the Board of Governors, such as in the case of Activities, Interior Spaces, Other Physical Assets, Markers and Likenesses, the President may nonetheless determine that the decision should be referred to the Senate(s) and/or the Board of Governors, as applicable, for approval upon the recommendation of the President.~~

16.7 Any proposed Naming in replacement for the name to be removed, whether at the time of removal or at a later date, must be approved following the process for approving a name for that Asset type.

## 17. Designates

17.1 All individuals identified in the Policy or these Procedures by their titles and who are charged with making recommendations, providing approvals, or sitting on the Naming Committee may appoint a designate from time to time. Members of the Naming Committee appointed by the President may not appoint a designate.

## 18. Definitions

18.1 “Academic Unit” means an organizational unit within UBC which has been approved by the relevant Senate, and includes any portion of that unit.

18.2 “Activities” has the meaning set out in section 8.1.

18.3 “Award” means UBC awards and prizes, and includes Student Awards.

18.4 “Asset” means Academic Units, Awards, Honorifics, Places, Interior Spaces, Other Physical Assets, Markers, Likenesses, and other assets of UBC capable of being named, without regard to the role of a donation to UBC in the creation of that asset.

18.5 ~~“Community Planning will seek the recommendation of:~~

~~(a) the appropriate Dean for facilities which are functionally related to a specific Faculty; or~~

~~(b) the appropriate Vice-President for facilities outside the Faculties.~~Proposal” has the meaning set out in section 16.4.

18.6 “Functional Naming” means a Naming which describes the function or purpose of an Asset, without any element of honorary, philanthropic, Indigenous, or inclusive elements. Examples are the “Pump House”, the “Chemistry Building”, the “Old Barn”, the “Marine Drive Residence”.

18.7 “Honourary Naming” means Naming in recognition of service to UBC or society generally, but does not include a Philanthropic Naming.

18.8 “Honorific” means an honorific under the Honorifics Policy (LR1) as amended or replaced from time to time.

18.9 “Interior Spaces” has the meaning set out in section 4.1.

18.10 “Likenesses” has the meaning set out in section 9.1.2.

18.11 “Markers” has the meaning set out in section 9.1.1.

18.12 “Naming” is the act of designating the official name of an Asset.

18.13 “Naming Committee” refers to the committee described in section 11.

18.14 “Neighbourhood Amenity” has the meaning set out in section 11.4.14.

18.15 “Other Physical Assets” has the meaning set out in section 5.1.

18.16 “Philanthropic Naming” means Naming to express gratitude for philanthropy.

18.17 “Places” has the meaning set out in section 3.1.

18.18 “Provost” means the Provost and Vice-President, Academic (UBC Vancouver), the Provost and Vice-President, Academic (UBC Okanagan), or both, as appropriate.

~~1.3.2. If the person identified in Article 1.3.1 recommends that the naming proposal be approved, Campus and Community Planning will forward the proposal for approval to:~~

18.19 (a) the “Responsible Executive,” means the executive responsible for the Naming Policy and these Procedures as determined by the President from time to time.

~~(b) the Vice-President, Development and Alumni Engagement; and~~

~~(c) in the case of a Class 3 Campus Facility at the UBC Vancouver campus, the Provost and Vice President, Academic (UBC Vancouver), or in the case of a Class 3 Campus Facility at the UBC Okanagan campus, the Deputy Vice-Chancellor and Principal (UBC Okanagan).~~

~~If any applicable approvals from the provincial government are still outstanding, the approval of the executives listed above will be subject to such government approvals being secured.~~

~~1.4 Approval for new names for Campus Facilities in Class 4 is to be secured as follows:~~

~~1.4.1 Where the marker will be indoors, Campus and Community Planning will seek the recommendation of:~~

~~(a) the Vice-President, Development and Alumni Engagement; and~~

~~(a) if the marker will be located within academic space that is functionally related to a specific Faculty, the Dean of that Faculty.~~

~~1.4.2 Where the marker will be outdoors, Campus and Community Planning will seek the recommendation of:~~

~~(a) the Vice-President, Development and Alumni Engagement;~~

~~(b) the Associate Vice-President, Campus Community and Planning; and~~

~~(c) the Managing Director, Infrastructure Development for a marker at UBC Vancouver or the Associate Vice-President, Finance and Operations (UBC Okanagan) for a marker at UBC Okanagan.~~

~~1.4.3 If the persons identified in Article 1.4.1 or Article 1.4.2, as the case may be, recommend that the naming proposal be approved, Campus and Community Planning will forward the proposal to the Naming Committee for approval.~~

18.20 “Student Award” has the meaning set out in in Vancouver Senate Policy V-200.2 or Okanagan Senate Policy O-200, as applicable, as those policies may be amended or replaced from time to time.