



SUBJECT	Proposed Policy Amendment: Naming Policy (GA6)
SUBMITTED TO	People, Community & International Committee
MEETING DATE	June 14, 2023
SESSION CLASSIFICATION	Recommended session criteria from Board Meetings Policy: OPEN
REQUEST	Action requested - Recommendation to Board for approval IT IS HEREBY RESOLVED that the People, Community & International Committee recommends to the Board of Governors approval of amendments to the Naming Policy (GA6) in the form set out in Appendix 1, effective July 7, 2023.
LEAD EXECUTIVE	Hubert Lai, K.C., University Counsel
SUPPORTED BY	Robin Ciceri, Vice-President, External Relations, the Responsible Executive for the Policy Heather McCaw, Vice-President, Development and Alumni Engagement Andrea East, Policy Development Committee Chair (External Counsel) Matthew Murray, Legal Counsel

PRIOR SUBMISSIONS

The subject matter of this submission was considered by the People, Community & International Committee on), [April 8, 2021](#) (OPEN SESSION), [September 9, 2021](#) (OPEN SESSION), [November 22, 2021](#) (OPEN SESSION) and [November 17, 2022](#) (OPEN SESSION).

The following Executive Summary assumes familiarity with the prior submissions.

EXECUTIVE SUMMARY

Following the People, Community & International Committee's consideration of the proposed amendments to the Naming Policy on November 17, 2022, the Office of the University Counsel (OUC) published a notice of the proposed amendments and invited community feedback on the Policy proposal. The comment period remained open from December 19, 2022 until February 15, 2023.

Calls for comments were also published in the January 17 and 31, 2023 versions of UBC Today, the weekly newsletter that is published on UBC's publicly-facing website and which is also distributed by email to all UBC faculty members and staff. Email notices were also sent on December 20, 2022 to everyone on the open self-service subscription service maintained by the OUC, which includes representatives from the Alma Mater Society, the Graduate Students Society, and all employee associations and unions (other than BCGEU child care and BCGEU Okanagan, who have elected not to receive subscription emails).

The OUC received responses from a faculty member, UBC Equity & Inclusion Office, UBC Finance and Operations for both the Vancouver and Okanagan campuses, the Vancouver Senate Teaching and Learning Committee, the Okanagan Senate Learning and Research Committee, the Naming Committee, and the Vancouver and Okanagan Senate Academic Policy Committees. The Policy Development Committee that was constituted to develop the

proposed amendments to the Naming Policy was reconvened to consider the feedback and to adjust the Naming Policy proposal as appropriate.

A table setting out the community input that was received and the Policy Development Committee's response to each comment can be found in Supplemental Material 1. The full text of the Naming Policy proposal, highlighted to show changes from the version that was published for consultation is attached as Supplemental Material 2.

The key changes that have been made to the Naming Policy and associated Procedures in response to the community feedback are as follows:

1. Section 5 of the Procedures dealing with the Naming of Academic Units was revised to:
 - a. ensure that the ad hoc panel will include a broadly representative group of faculty, staff and students from the Academic Unit being named, selected by the Provost in consultation with the Academic Unit; and
 - b. to clarify that the ad hoc panel's recommendation will be included in the Provost's report to the President.
2. Sections 10.4.9 and 15.6.2 of the Procedures were revised to ensure the membership of the Naming Committee, and ad hoc committee appointed for consideration of a Community Proposal, respectively, will include individuals whose roles involve advancing inclusive excellence or Indigenous reconciliation.
3. Refinements were made to several sections to improve and clarify:
 - a. the principles for naming decisions;
 - b. the separation of academic and operational decisions from naming decisions;
 - c. the importance of UBC's values, institutional autonomy and academic freedom;
 - d. the approval process for the naming of Activities;
 - e. the references to appropriate UBC positions;
 - f. the use of non-binary Latin terms; and
 - g. the definitions of Asset and Naming.

The proposed amendments to the Naming Policy were approved by the Vancouver Senate at its meeting on May 17, 2023 and by the Okanagan Senate at its meeting on May 18, 2023.


The Naming Policy proposal is supported and recommended by the Policy Development Committee, the Responsible Executive for the Naming Policy, being the Vice-President, External Relations, the Vice-President Development and Alumni Engagement, and the University Counsel.

APPENDICES

1. Proposed Naming Policy and Procedures being presented for Board of Governors' approval

SUPPLEMENTAL MATERIAL (optional reading for Governors)

1. Summary of community feedback and Policy Development Committee recommendations
2. Blackline of proposed amendments to the Naming Policy showing changes against version previously presented to the People, Community & International Committee for information on November 2022

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

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 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 its best interests, 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 honouring academic excellence;
 - 2.2.6 expressing gratitude for philanthropy;
 - 2.2.7 enhancing student experience;
 - 2.2.8 fostering UBC's sense of identity;
 - 2.2.9 preserving UBC's stories; and
 - 2.2.10 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 Independent from any decision regarding naming, UBC will make decisions regarding the creation or establishment of an Asset in accordance with established academic and operational criteria.
 - 2.7 Namings at UBC must be consistent with academic freedom, institutional autonomy, and UBC's values.

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. Interpretation

1.1 Definitions for terms which are capitalized in these Procedures are set out in section 17.

2. Naming of Places

2.1 This section 2 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.

2.2 Naming of Places requires the recommendation of the President and the approval by the Board of Governors.

2.3 Campus and Community Planning will seek recommendations regarding the Naming of a Place from:

2.3.1 the Responsible Executive;

2.3.2 the Vice-President, Development and Alumni Engagement; and

2.3.3 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 Place.

2.4 If all of the individuals identified in section 2.3 recommend that the Naming proposal be approved, Campus and Community Planning will forward the proposal to the Naming Committee for consideration.

2.5 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.

2.6 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.

- 2.7 Where the 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.
- 2.8 If the President accepts the recommendation of the Naming Committee, the President will forward the recommendation to the Board of Governors for approval.
- 2.9 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.

3. Naming of Interior Spaces

- 3.1 This section 3 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.
- 3.2 Naming of Interior Spaces requires the approval of the President.
- 3.3 Campus and Community Planning will seek recommendations regarding the Naming of an Interior Space from:
 - 3.3.1 the Responsible Executive;
 - 3.3.2 the Vice-President, Development and Alumni Engagement;
 - 3.3.3 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.
- 3.4 If all of the individuals identified in section 3.3 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.

- 3.5 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.

4. Naming of Other Physical Assets

- 4.1 This section 4 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.
- 4.2 Naming of Other Physical Assets requires the approval of all of the individuals listed in section 4.4.
- 4.3 Development and Alumni Engagement will seek a recommendation of the proposed Naming of an Other Physical Asset from:
- 4.3.1 for an Other Physical Asset used by an Academic Unit, the Dean of the relevant Faculty; or
 - 4.3.2 for an Other Physical Asset not used by an Academic Unit, the Vice-President responsible for that Other Physical Asset.
- 4.4 If the individual identified in section 4.3 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval by all of the following individuals:
- 4.4.1 the Responsible Executive; and
 - 4.4.2 the Vice-President, Development and Alumni Engagement.
- 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 individuals listed in section 4.4 will be subject to such government approvals being secured.

5. Naming of Academic Units

- 5.1 Naming of Academic Units requires a recommendation from the Provost to the President, a recommendation of the President to the relevant Senate(s), approval of the relevant Senate(s) and Senate(s) recommendation for approval to the Board of Governors, and the approval of the Board of Governors.
- 5.2 The Provost will seek a recommendation for a proposed Naming of an Academic Unit from:
- 5.2.1 where the Academic Unit is a Faculty, the members of the leadership of the Faculty;

- 5.2.2 where the Academic Unit is within a Faculty, the members of the leadership of that Faculty, the members of the leadership of that Academic Unit, and, if applicable, the members of the leadership of any other unit which is identified by the leadership 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); or
 - 5.2.3 where the Academic Unit is not within a Faculty, the members of the leadership of the Academic Unit.
- 5.3 If the individuals identified in section 5.2 recommend that the Naming proposal be approved, the Provost will forward the proposal to the Naming Committee for consideration, which for the purposes of considering a proposed Naming of an Academic Unit will have the following members in addition to the members listed in section 10.4:
- 5.3.1 if the Academic Unit is a Faculty or within a Faculty, the relevant Dean;
 - 5.3.2 if the Academic Unit is not a Faculty, the administrative head of the Academic Unit;
 - 5.3.3 the Chair of the Senate Academic Policy Committee (Okanagan), as relevant;
 - 5.3.4 the Chair of the Senate Academic Policy Committee (Vancouver), as relevant;
 - 5.3.5 the Chair of the Senate Learning and Research Committee (Okanagan), as relevant;
 - 5.3.6 the Chair of the Senate Tributes Committee (Vancouver), as relevant; and
 - 5.3.7 any other individuals determined by the President.
- 5.4 The Naming Committee will consider the proposed Naming of an Academic Unit and make a recommendation, which it will forward to the Provost to provide to the President under section 5.6.
- 5.5 If the Naming Committee recommends that the proposed Naming of an Academic Unit be approved, the Provost will seek support for the proposed Naming from an ad hoc panel consisting of a broadly representative group of faculty members from that Academic Unit, as well as staff and students, with the members of the ad hoc panel (not more than 25) being selected by the Provost in consultation with the Academic Unit.
- 5.6 If the Provost recommends that the Naming proposal be approved, the Provost will forward to the President the proposal and the Provost's a report setting out the Provost's recommendations, the recommendations of the ad hoc panel referred to in Section 5.5 and the recommendations of the Naming Committee.
- 5.7 If 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 relevant Senate(s) for approval and recommendation to the Board

of Governors, and the Senate will forward its recommendation to the Board of Governors for approval.

6. Naming of Awards and Honorifics

- 6.1 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.
- 6.2 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:
 - 6.2.1 the relevant Dean(s); and
 - 6.2.2 the Chair of the Senate Tributes Committee (Vancouver) or the Chair of the Senate Learning and Research Committee (Okanagan), as relevant.
- 6.3 The Naming of an Honorific is approved as part of the approval of that Honorific under the Honorifics Policy.

7. Naming of Activities

- 7.1 This section 7 applies to the Naming of activities which are not required to be approved by a Senate, such as projects, programs, non-credential courses, lectures, conferences, events, and non-academic centres, referred to as "**Activities**".
- 7.2 Subject to section 7.6 and section 7.7, Naming of Activities which does not include Philanthropic Naming or Honourary Naming requires the approval of:
 - 7.2.1 for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or
 - 7.2.2 for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.
- 7.3 Subject to section 7.6 and section 7.7, Naming of Activities which include Philanthropic Naming or Honourary Naming requires the approval of the individuals listed in section 7.5.
- 7.4 Development and Alumni Engagement will seek a recommendation of a proposed Philanthropic Naming or Honourary Naming of an Activity from:
 - 7.4.1 for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or
 - 7.4.2 for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.

- 7.5 If the individual identified in section 7.4 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval to:
- 7.5.1 the Responsible Executive; and
 - 7.5.2 the Vice-President, Development and Alumni Engagement.
- 7.6 Unless Section 7.7 applies, the Naming of an Activity where the Naming is intended to be in use for five years or less is to be approved as part of the approval of that Activity by the individual(s) normally responsible for approving that Activity.
- 7.7 The Naming of any Activity which is intended to have significant prominence during the time it is in use will be approved following the process described in section 7.2 or section 7.3, as applicable, regardless of the length of time the Naming is intended to be in use.
- 7.8 If there is a question about whether a Naming will have significant prominence, then that question will be determined by the Responsible Executive.

8. Markers and Likenesses

- 8.1 This section 8 applies to all:
- 8.1.1 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
 - 8.1.2 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”**.
- 8.2 Likenesses will only be used as a form of recognition in the most exceptional of circumstances.
- 8.3 Development and Alumni Engagement will forward a proposal for an indoor Marker or an indoor Likeness for approval by:
- 8.3.1 the Associate Vice-President, Development and Alumni Engagement; and
 - 8.3.2 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.

- 8.4 Campus and Community Planning will forward a proposal for an outdoor Marker for approval by all of the following individuals:
 - 8.4.1 the Associate Vice-President, Development and Alumni Engagement;
 - 8.4.2 the Associate Vice-President, Campus Community and Planning; and
 - 8.4.3 the Associate Vice President, Facilities for a Marker at UBC Vancouver or the Associate Vice-President, Finance and Operations (UBC Okanagan) for a Marker at UBC Okanagan.
- 8.5 Where a Likeness will be outdoors, Campus and Community Planning will seek the recommendation of:
 - 8.5.1 if the Likeness will be located on or adjacent to a Place used by an Academic Unit, the Dean of that Faculty;
 - 8.5.2 otherwise, the Vice-President responsible for the Place;
- 8.6 If the individual identified in Section 8.5 recommends that the proposal for the outdoor Likeness be approved, Campus and Community Planning will forward the proposal for approval by both:
 - 8.6.1 the Responsible Executive; and
 - 8.6.2 the Vice-President, Development and Alumni Engagement.
- 8.7 Any individual responsible for approvals in this section 8.6 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.

9. Other Naming

- 9.1 Where an Asset to be named is not described in these Procedures and is normally approved by a Senate(s), the relevant Senate(s) may make the Naming decision.
- 9.2 Where an Asset to be named is not described in these Procedures and is not normally approved by a Senate(s), 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.
- 9.3 Where this section 9 applies to the Asset to be named and the Naming is intended to be in use for five years or less, the Naming is to be approved as part of the approval of that Asset by the individual(s) normally responsible for approving. Notwithstanding the foregoing, a Naming that is intended to have significant prominence during the time it is

in use will be approved under section 9.2. If there is a question about whether a Naming will have significant prominence, then that question will be determined by the Responsible Executive.

10. Naming Committee

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

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

10.1.2 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.

10.2 The Naming Committee is responsible for making recommendations to the President regarding Naming of Places and Naming of Academic Units.

10.3 The Naming Committee receives notice of the Naming of Interior Spaces for its information.

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

10.4.1 the Responsible Executive (Chair);

10.4.2 the Chancellor;

10.4.3 the Provost and Vice-President, Academic (UBC Vancouver);

10.4.4 the Provost and Vice-President, Academic (UBC Okanagan);

10.4.5 the Vice-President, Development and Alumni Engagement;

10.4.6 the Associate Vice-President, Campus and Community Planning (UBC Vancouver);

10.4.7 the Associate Vice-President, Finance and Operations (UBC Okanagan);

10.4.8 a Dean (appointed by the President);

10.4.9 one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence or Indigenous reconciliation; and optionally, one additional member of faculty or staff (appointed by the President) whose role involves advancing UBC's other strategic priorities;

10.4.10 an alum (appointed by the President);

10.4.11 a faculty member (appointed by the President);

10.4.12 a member of staff (appointed by the President);

10.4.13 a student (UBC Okanagan) (appointed by the President);

10.4.14 a student (UBC Vancouver) (appointed by the President); and

10.4.15 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.

11. Additional Considerations for Philanthropic Naming

- 11.1 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.
- 11.2 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 all the individual(s) responsible for recommendations or approvals of a Naming for that type of Asset.
- 11.3 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.
- 11.4 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.
- 11.5 UBC does not normally engage in Philanthropic Naming of credit courses.
- 11.6 Philanthropic Naming of a Place, Interior Space or Other Physical Asset will be for no longer than its useful life.
- 11.7 Philanthropic Naming should generally only be proposed where the associated donation:
- 11.7.1 represents a significant part of the cost of the Asset to be named;
 - 11.7.2 is regarded as central to the completion of the Asset to be named; or

11.7.3 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.

11.8 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.

12. Additional Considerations for Honourary Naming

12.1 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.

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

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

13. Naming Announcements

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

14. Engagement

14.1 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.

14.2 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.

15. Change or Removal of Names

15.1 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.

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

15.3 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 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.

- 15.4 A member of UBC's community, 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:

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

15.4.2 the name that is proposed to be removed;

15.4.3 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;

15.4.4 the likely harm if the name is retained; and

15.4.5 any other relevant information or arguments.

- 15.5 The President will review the Community Proposal and consider whether it meets the requirements of section 15.4. If the Community Proposal establishes a stand-alone case, then section 15.6 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.

- 15.6 Where a Community Proposal meets the requirements of section 15.4, 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:

15.6.1 the process should result in a written report;

15.6.2 consideration of the Community Proposal should be the responsibility of an ad hoc committee appointed by the President which includes diverse representation from UBC's community, and 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 (UBC Vancouver) or the Associate Vice-President, Finance and Operations (UBC Okanagan) (as applicable) 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;
 - (d) one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence or Indigenous reconciliation, and optionally, one additional member of faculty or staff (appointed by the President) whose role involves advancing UBC's other strategic priorities; and
 - (e) faculty members, staff, students, emeritus professors and alumni as appropriate;
- 15.6.3 learning, research, and education opportunities should be supported throughout the process, including seeking input from scholars with applicable expertise;
- 15.6.4 faculty members, staff, students, emeritus professors and alumni should be given an opportunity to provide written comments on the Community Proposal, including a process for confidential comments;
- 15.6.5 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;
- 15.6.6 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 15.1, and as part of that process copies of the report prepared under this section 15.6 will be provided to all individuals who have the responsibility to make recommendations or approvals regarding that Naming; and
- 15.6.7 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.
- 15.7 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.

16. Interpretation

- 16.1 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.
- 16.2 If more than one Faculty is relevant to the Asset to be named, these procedures will be read to require the recommendation and/or approval of all relevant Deans. An example of this is a building which houses more than one Academic Unit from different Faculties.

17. Definitions

- 17.1 **“Academic Unit”** means an organizational unit within UBC which has been approved by the relevant Senate, and includes any portion of that unit.
- 17.2 **“Activities”** has the meaning set out in section 7.1.
- 17.3 **“Award”** means UBC awards and prizes, and includes Student Awards.
- 17.4 **“Asset”** means Academic Units, Awards, Honorifics, Places, Interior Spaces, Other Physical Assets, Markers, Likenesses, and other assets capable of being named.
- 17.5 **“Community Proposal”** has the meaning set out in section 15.4.
- 17.6 **“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”.
- 17.7 **“Honourary Naming”** means Naming in recognition of service to UBC or society generally, but does not include a Philanthropic Naming.
- 17.8 **“Honorific”** means an honorific under the Honorifics Policy (LR1) as amended or replaced from time to time.
- 17.9 **“Interior Spaces”** has the meaning set out in section 3.1.
- 17.10 **“Likenesses”** has the meaning set out in section 8.1.2.
- 17.11 **“Markers”** has the meaning set out in section 8.1.1.
- 17.12 **“Naming”** is the act of designating the official name of an Asset, whether before, during, or after the establishment or creation of the Asset.
- 17.13 **“Naming Committee”** refers to the committee described in section 10.
- 17.14 **“Neighbourhood Amenity”** has the meaning set out in section 10.4.15.
- 17.15 **“Other Physical Assets”** has the meaning set out in section 4.1.

- 17.16 **“Philanthropic Naming”** means Naming to express gratitude for philanthropy.
- 17.17 **“Places”** has the meaning set out in section 2.1.
- 17.18 **“Provost”** means the Provost and Vice-President, Academic (UBC Vancouver), the Provost and Vice-President, Academic (UBC Okanagan), or both, as appropriate.
- 17.19 **“Responsible Executive”** means the executive responsible for the Naming Policy and these Procedures as determined by the President from time to time.
- 17.20 **“Student Award”** has the meaning set out 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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Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
1.	<p>Comment suggesting additional terms The Vancouver Senate Teaching and Learning Committee suggested that the Policy should include an explicit charge to the Naming Committee to consider/adhere to the values set out in the Policy.</p>	General	<p>UBC persons are required to comply with all UBC policies. The Naming Committee is established under the Policy and must make recommendations in accordance with the Policy. Therefore, the Committee determined this addition was not necessary.</p>
2.	<p>Comment suggesting additional terms The Vancouver Senate Teaching and Learning Committee suggested that the Policy should state that once an asset is named, it is not named in perpetuity.</p>	General	<p>Naming is normally subject to legal agreements with donors, that must be in writing in the standard form approved by the Office of the University Counsel as set out in section 11.3 of the Procedures. The agreements will normally include the specifics of a naming opportunity, and must be reviewed in the context of any change or removal.</p> <p>Section 11.6 of the Procedures includes the limitation of “useful life” for Philanthropic naming of a Place, Interior Space or Other Physical Asset. Therefore, the Committee determined that no change was necessary.</p>
3.	<p>Comment on terminology The Naming Committee commented that the term “community” is not defined.</p>	General	<p>The Committee discussed that the terms “community” and “UBC community” are widely used in UBC Policies and it is intended to be a broad and inclusive term that did not require a definition.</p>
4.	<p>Comment suggesting additional criteria for naming decisions The Equity & Inclusion Office suggested including “equitable” in section 2.2.1 “creating a welcoming and inclusive environment at UBC”</p>	2.2.1	<p>The Committee considered the use of the term “welcoming and inclusive” throughout the rest of the Policy and whether this would require additional changes. The Committee decided that “welcoming and inclusive” in the context of naming was sufficient.</p>

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
5.	<p>Comment suggesting additional criteria for naming decisions A faculty member suggested including “honouring academic or research excellence” in the list of criteria for naming decisions.</p>	2.2	The Committee supported this suggestion and noted that it reflects existing naming at UBC. The Committee discussed that “academic” includes “research” and recommended including “honouring academic excellence”.
6.	<p>Comment suggesting additional criteria for naming decisions The UBC Equity & Inclusion Office suggested including “employee” to section 2.2.6 “impacting student experience.</p>	2.2.6	<p>The Committee discussed the importance of including the student experience as a separate item and did not support adding employee/staff/faculty to this section.</p> <p>The Committee considered whether staff and faculty experience should be added to the criteria and decided this was already covered by “creating a welcoming and inclusive environment at UBC” and “honouring exemplary service’.</p>
7.	<p>Comment on principles for naming The Naming Committee suggested re-framing “impacting” student experience with more positive language to match the section.</p>	2.2.6	The Committee supported the change to “enhancing student experience”.
8.	<p>Comment on principles for naming The Naming Committee commented that referring to “each campus” may not include sites that are not on UBC-V or UBC-O campuses.</p>	2.3	The Committee discussed that each campus has its own stories and sense of identity, and this section also refers to “UBC as a whole” which would cover any other sites.
9.	<p>Comment requesting clarification The Okanagan Senate Learning and Research Committee suggested clarification on which “use” is being referred to.</p>	2.4	The Committee discussed that the comment was not clear and reviewed the language of the section. The Committee determined a revision was not necessary.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
10.	<p>Comments requesting clarification Multiple units requested clarity regarding “academic and operational decisions” and how they relate to naming.</p>	2.6	The Committee discussed that this section was intended to make it clear that the decision to proceed with the establishment or creation of an Asset was to be made independently from any decision regarding the naming of that Asset. The Committee decided to rephrase for clarity.
11.	<p>Comments suggesting additional values Multiple units suggested including additional values, such as:</p> <ul style="list-style-type: none"> • Equity and inclusion or inclusive excellence • Indigenous engagement & reconciliation • Anti-racism 	2.7	The Committee discussed that the references to “institutional autonomy” and “academic freedom” were taken from the existing Policy and are fundamental values for universities. The Committee discussed that these are important values to state; however, the Committee supported a revision to avoid calling out specific values over others and to include a reference to UBC’s values.
12.	<p>Comments suggesting additional factors for naming decisions A faculty member suggesting Including avoidance of conflict of interest as an additional factor for naming decisions.</p>	3	The Committee considered possible scenarios that could give rise to a conflict of interest and determined that would be rare. The Committee referred to the UBC COI Policy (SC3) which requires UBC persons to disclose their conflict before engaging in any activity giving rise to the conflict (section 3.1.4), including where a UBC person has influence over a decision about a proposed relationship between UBC and an entity in which the UBC person has a role. Since UBC persons are required to comply with all UBC Policies a conflict scenario is best handled under Policy SC3 and not included in this Policy.
13.	<p>Comment suggesting deletion The Okanagan Senate Learning and Research Committee suggested the removal of “best interests of UBC” as a factor for considering naming decisions.</p>	3.1	The Committee discussed that naming decision should be made in the best interests of UBC and referred to section 2.1. The Committee also reviewed section 2.1 and recommended a change to section 2.1 for clarity.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
14.	<p>Comment on factors for naming The Naming Committee commented on whether the Policy should prohibit ideological naming, considering the religious colleges.</p>	3.3	<p>The British Columbia University Act, R.S.B.C. 1996, c. 468, states that a "university must be non-sectarian and non-political in principle" (s. 66(1)). The University Act further states that despite subsection (1), a theological college incorporated in British Columbia may be affiliated with a university under a resolution or order made by the Council of Senates and approved by the Board of Governors (s. 66(2) read together with s. 38.2(4)).</p> <p>The granting of affiliation means that the college meets the criteria for affiliation established by the University of British Columbia but does not imply any scrutiny or approval of the course offerings of the affiliate college by the Senate.</p> <p>The theological colleges affiliated with UBC are separate legal entities and not subject to this Policy. Therefore, the Committee determined that no change was required.</p>
15.	<p>Comment requesting clarification The Okanagan Senate Learning and Research Committee commented that use of the term "unless" was ambiguous and asked under what circumstances would an agreement not be in writing or not refer to the policy.</p>	4.2	<p>The Committee reviewed the section and discussed that most Wills do not include reference to UBC policies and that the requirement is that exceptions must be reviewed by OUC and approved by the Responsible Executive. Therefore, the Committee determined that no change was required.</p>
16.	<p>Comments suggesting regular review process for all names at UBC. Multiple units commented that there should be a regular review process for all naming.</p>	5	<p>The Committee considered the resources that would be required for this review process and determined that the process provided for in the Policy with regard to change or removal of names was sufficient and no change was necessary.</p>

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
17.	<p>Comment suggesting additional representation The Okanagan Senate Learning and Research Committee suggested representation from the Vancouver Senate Teaching and Learning Committee to replace the Tributes Committee</p>	5.3 and 6.2 of the Procedures	It was noted that the Vancouver Senate Teaching and Learning Committee did not request representation in its feedback and therefore no change was necessary.
18.	<p>Comments on selection of ad hoc panel Multiple units commented on the selection of the ad hoc panel as follows:</p> <ul style="list-style-type: none"> • Minimum number of members of the academic unit required to serve on the ad hoc panel. • Process by which the ad hoc panel will be selected (appointment by Provost or elected by members of the academic unit, in consultation with the unit head). • Process to ensure selection is representative of the academic unit and to secure consensus of the academic unit as a whole. • Who are “members” of the Academic Unit, does this include students? 	5.5 of the Procedures	<p>The Committee discussed that there should be no minimum number of members on the ad hoc panel in order to accommodate a wide range of Academic Units and that the language requires that the members be broadly representative of the Academic Unit.</p> <p>The Committee discussed that the process for selection of the ad hoc panel should be flexible and the process should be determined by the Provost in consultation with the Academic Unit. The Committee recommended changes to the section on this point.</p> <p>The Committee discussed that student representation would be important and the selection process should allow for student participation where appropriate. The Committee recommended changes to the section on this point.</p>
19.	<p>Comment suggesting majority vote The Vancouver Senate Academic Policy Committee suggested that the ad hoc panel should vote on the Naming proposal.</p>	5.5 and 5.6 of the Procedures	The Committee discussed that the ad hoc panel only needed to provide their recommendation to the Provost and that could include an unfavourable recommendation. Therefore, no change was necessary.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
20.	<p>Comment suggesting revision The Vancouver Senate Academic Policy Committee suggested that the section be revised to refer to support of the Ad Hoc Committee rather than the Academic Unit.</p>	5.6 of the Procedures	The Committee discussed that the Provost’s report to the President should include the recommendations of the ad hoc panel and recommended changes on this point.
21.	<p>Comments requesting clarity Multiple units requested clarification for the approvals of naming of Activities, in particular those Activities that are for less than 5 years.</p>	7.2 to 7.6 of the Procedures	The Committee discussed the complex language of these section and recommended changes for clarity.
22.	<p>Comment to restrict likenesses The Vancouver Senate Academic Policy Committee suggested a restriction to exclude likenesses in the case of living persons</p>	8.2 of the Procedures	The Committee discussed the requirement that Likenesses would only be used in the most exceptional of circumstances and preferred to retain the existing language for flexibility.
23.	<p>Comment in support of proposal with recommendation regarding appropriate contacts for approval of outdoor Markers The Finance and Operations Portfolio (Vancouver) recommended changing the position of Managing Director, Infrastructure Development with Associate Vice-President, Facilities (a new position with broader overview and equivalent of other positions in this section).</p>	8.4.3 of the Procedures	The Committee supported this change.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
24.	<p>Comment regarding roles/practice areas of committee members</p> <p>The Equity & Inclusion Office expressed a concern that the language “or other strategic priorities” may result in no committee members being well-versed in inclusive excellence or Indigenous reconciliation.</p>	10.4.9 and 15.6.2 (d) of the Procedures	The Committee discussed that the language was intended to be flexible to react to workloads, people, and emerging issues; however, the Committee recommended a revision to ensure appropriate membership for individuals with roles involving inclusive excellence or Indigenous reconciliation.
25.	<p>Comment on the composition of the Naming Committee</p> <p>The Finance and Operations Portfolio (Okanagan) commented that some position have a specific campus listed, and asked whether the positions that do not list a specific campus could be appointments from either campus.</p>	10.4 of the Procedures	The Committee discussed which positions are already campus specific, or provide the function for both campuses and decided to add clarification for the AVP Campus and Community Planning (UBC Vancouver).

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
26.	<p>Comment suggesting inclusive/non-binary language The Equity & Inclusion Office recommended the use of non-binary language “alum” and “alums”.</p>	10.4.10, 15.6.2(e), and 15.6.4 of the Procedures	<p>The Committee supported a revision to follow the UBC Editorial Style Guide for UBC Communicators and use “alum” as the preferred non-gender-specific individual term and “alumni” for a group.</p> <p>The Committee also considered the use of the term “emeriti” and was informed by the following excerpt from UBC Emeritus College: “Some emeriti have contacted our office to ask why we are named an ‘emeritus college’ rather than an ‘emeriti college’. We all recognize that the word emeritus is of Latin origin. Sometimes it behaves as a Latin adjective, positioned after its noun and inflecting for gender and number, as in Professor Emeritus, Professor Emerita, Professors Emeriti, Professors Emeritae. These terms function as titles, analogous to Governor General. Emeritus entered English in the mid 18th century and is by now fairly well integrated into English, included in dictionaries as an adjective. Like other English adjectives, it is positioned before the noun and does not inflect for gender or number, hence ‘emeritus professors’ and ‘emeritus college’.”</p>
27.	<p>Comment on terminology The Naming Committee commented that the term “End of life” may not be appropriate if the agreement with respect to the Naming is for a specific time period.</p>	11.6 and 15.3 of the Procedures	The Committee discussed the limitations in the Policy related to “useful life” and any specific naming term would be covered in the applicable agreement taking into consideration the remaining useful life of the Asset. Therefore, no change was necessary.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
28.	<p>Comment on additional considerations for honorary naming</p> <p>The Naming committee commented that the term “exemplary service” vague, and asked if there were any guidelines or if this was an intentional choice, in which case it was acceptable.</p>	12.1 of the Procedures	The Committee stated the wording was an intentional choice and no change was necessary.
29.	<p>Comment regarding gift agreements</p> <p>The Vancouver Senate Academic Policy Committee suggested a revision to affirm that Section 15.2 permits the University to revisit the naming clauses in a gift agreement for the purpose of changing or removing the name of a building without violating the terms of the agreement.</p>	15.2 of the Procedures	The Committee discussed the terms of the agreements related to naming and whether they include specific reference to allowing name changes or compliance with UBC Policies. The Committee noted that each agreement must be reviewed in the context of changing or removing a name as stated in the section. Therefore, no change was necessary.
30.	<p>Comment suggesting revision</p> <p>The Naming Committee suggested a revision to make it clear that recognition for earlier donors for a renovated/replaced Place is for building naming only and continued naming in the new building is NOT expected (unless there is a new gift) and suggested reference to specific forms of recognition.</p>	15.3 of the Procedures	The Committee discussed the language of the section that refers only to “recognition” for earlier donors where practical and appropriate. The Committee stated that the section does not refer to any Naming for earlier donors and preferred not to specify the form of any recognition that earlier donors might receive.
31.	<p>Comment suggesting additional representation</p> <p>The Okanagan Learning and Research Committee suggested including the Okanagan counterpart positions.</p>	15.6.2 (b) and (c) of the Procedures	The Committee discussed that VP DAE covers both campuses and that there is no direct counterpart to UBC Campus and Community Planning; however, this would fall under the AVP Finance and Operations mandate and could be added, as applicable.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
32.	<p>Comment suggesting revised definition of Asset The Vancouver Senate Teaching and Learning Committee suggested a broader definition that considers what is an asset from a Truth and Reconciliation perspective.</p>	17.4 of the Procedures	<p>The Committee discussed the comment from the Teaching and Learning Committee and whether a change could be made to the definition to reflect a broader understanding of an asset. The Committee discussed that the Policy attempts to address Truth and Reconciliation and requires engagement and opportunities for Naming to advance reconciliation, as well as the potential for removal of names. The Committee discussed the concepts of ownership and stewardship of various types of assets that could be involved in a naming opportunity and decided to simplify the definition to include assets capable of naming that may not be assets “of UBC”.</p> <p>The Committee also decided to revise the definition of Naming in section 17.12 to account for the removal of certain language in 17.4 and to reflect section 2.6 of the Policy regarding the timing of a naming in relation to academic and operational decisions regarding the asset to be named.</p>
33.	<p>Question The Naming Committee asked who would have access to reports and whether confidentiality would be subject to freedom of information?</p>	General	The Committee referred to the various sections of the Policy that set out the confidentiality requirements and noted that any freedom of information requests are handled by the UBC FOI office in accordance with applicable legislation.
34.	<p>Question The Naming Committee asked whether the Policy applies to working/development names?</p>	General	The Committee discussed that the Policy applies to Assets once they exist and that working names are very basic and would not require the same process as a prominent name of an Asset.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary


No.	Comment	Applicable Section(s)	Committee Response
35.	<p>Question The Finance and Operations Portfolio (Okanagan) asked the questions:</p> <ul style="list-style-type: none"> • Does the policy cover buildings not owned by UBC (UBC Properties Trust, Robson Square, Residential Neighbourhoods, Kelowna Downtown Project)? • What is covered by the Policy? Functional Names? Non-honourific names? • Does the policy cover short term (5 year) corporate sponsorship (e.g. Royal Bank Centre)? • The Finance and Operations Portfolio (Okanagan) asked whether this section included “non-honourific” naming of spaces? 	<p style="text-align: center;">1.1 3.3 and 3 of the Procedures</p>	<p>The Committee referred to section 1.1.1 which states the Policy covers all naming at UBC, including functional (non-honourific) names, and determined that the Policy does not require clarification.</p>
36.	<p>Questions The Finance and Operations Portfolio (Okanagan) asked the following questions:</p> <ul style="list-style-type: none"> • In past discussions, use of Indigenous language has been described as being “Gifted a Name”, does this follow the same procedure as any other naming, including committee approval? • When will naming reflect Indigenous language? • Should 14.2 have stronger language? 	<p style="text-align: center;">2.4 14.2 of the Procedures</p>	<p>The Committee discussed that the language in the Policy is intended to be broad and flexible in order to cover these issues and allow for the process to evolve, while following UBC’s Indigenous engagement policies, agreements, and plans in place at the time. Each Naming decision will follow the procedure set out in the Policy including the Engagement section in Procedures section 14.</p>

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
37.	<p>Question The Finance and Operations Portfolio (Okanagan) asked what happens when an Academic Unit in a named place or space moves to another place or space, does the name move with it?</p>	5 15 of the Procedures	The Committee confirmed it is the place or space that is named, which is separate from the Academic Unit. Changes to the naming of the place or space would follow the Policy.
38.	<p>Question The Equity & Inclusion Office asked whether an honouree can request a change to reflect a change to their name?</p>	5.1 15.1 of the Procedures	The Committee discussed that the Policy covers donor requested changes and consultation with honourees and allows for this request to be considered without being specifically stated in the Policy. It was noted that the standard procedure is to obtain approval from honourees before Naming approval is sought.
39.	<p>Question The Finance and Operations Portfolio (Okanagan) asked whether this section should refer to multiple academic units, where more than one unit is involved?</p>	5.2.1 of the Procedures	The Committee determined that sections 5.2.2, 5.2.3, and 16.2 in particular provide for interpretation of the policy where multiple academic units are involved and that no clarification was required.
40.	<p>Question The Finance and Operations Portfolio (Okanagan) asked if this Policy relates to the new Space Management Policy and whether there was overlap or sequence of approvals?</p>	8.4, 8.5, and 8.6 of the Procedures	This question was forwarded to the Policy Development Committee for the Space Management Policy. The Committee decided no clarification was required in this Policy.

Proposed Amendments to the Naming Policy (GA6) – Community Consultation Summary

No.	Comment	Applicable Section(s)	Committee Response
41.	<p>Questions</p> <p>Multiple units raised the following questions:</p> <ul style="list-style-type: none"> • Is there a required number of people to submit a request to change or remove a name? • Does the number of people requesting the change or removal play a role? • Could a community proposal be made to change functional names? 	15.4 of the Procedures	The Committee discussed that a Community Proposal should be evaluated on its merits and there is no minimum requirement for submissions or support. The Committee also discussed that a Community Proposal could be made to change a functional name and it would be reviewed on the merits of the submission.
42.	<p>Question</p> <p>The Finance and Operations Portfolio (Okanagan) asked whether this section meant that a business could donate to honour an individual person, but not use the business name as the approved name?</p>	11.4 of the Procedures	The Committee discussed that this restriction was clear in its application for Philanthropic Naming of Academic Units and buildings that house Academic Units and therefore no change was necessary.

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

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 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~~its 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 honouring academic excellence;
 - 2.2.6 ~~2.2.5~~ expressing gratitude for philanthropy;
 - 2.2.7 ~~2.2.6 impacting~~enhancing student experience;
 - 2.2.8 ~~2.2.7~~ fostering UBC's sense of identity;
 - 2.2.9 ~~2.2.8~~ preserving UBC's stories; and
 - 2.2.10 ~~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 Independent from any decision regarding naming, UBC will make decisions regarding the creation or establishment of an Asset in accordance with established 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 criteria.~~
- 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, and UBC's values.

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. **Interpretation**

1.1 Definitions for terms which are capitalized in these Procedures are set out in section 17.

2. **Naming of Places**

2.1 This section 2 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.

2.2 Naming of Places requires the recommendation of the President and the approval by the Board of Governors.

2.3 Campus and Community Planning will seek recommendations regarding the Naming of a Place from:

2.3.1 the Responsible Executive;

2.3.2 the Vice-President, Development and Alumni Engagement; and

2.3.3 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 Place.

2.4 If all of the individuals identified in section 2.3 recommend that the Naming proposal be approved, Campus and Community Planning will forward the proposal to the Naming Committee for consideration.

2.5 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.

- 2.6 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.
- 2.7 Where the 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.
- 2.8 If the President accepts the recommendation of the Naming Committee, the President will forward the recommendation to the Board of Governors for approval.
- 2.9 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.

3. Naming of Interior Spaces

- 3.1 This section 3 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.
- 3.2 Naming of Interior Spaces requires the approval of the President.
- 3.3 Campus and Community Planning will seek recommendations regarding the Naming of an Interior Space from:
- 3.3.1 the Responsible Executive;
- 3.3.2 the Vice-President, Development and Alumni Engagement;
- 3.3.3 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.
- 3.4 If all of the individuals identified in section 3.3 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.

- 3.5 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.

4. Naming of Other Physical Assets

- 4.1 This section 4 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.
- 4.2 Naming of Other Physical Assets requires the approval of all of the individuals listed in section 4.4.
- 4.3 Development and Alumni Engagement will seek a recommendation of the proposed Naming of an Other Physical Asset from:
- 4.3.1 for an Other Physical Asset used by an Academic Unit, the Dean of the relevant Faculty; or
- 4.3.2 for an Other Physical Asset not used by an Academic Unit, the Vice-President responsible for that Other Physical Asset.
- 4.4 If the individual identified in section 4.3 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval by all of the following individuals:
- 4.4.1 the Responsible Executive; and
- 4.4.2 the Vice-President, Development and Alumni Engagement.
- 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 individuals listed in section 4.4 will be subject to such government approvals being secured.

5. Naming of Academic Units

- 5.1 Naming of Academic Units requires a recommendation from the Provost to the President, a recommendation of the President to the relevant Senate(s), approval of the relevant Senate(s) and Senate(s) recommendation for approval to the Board of Governors, and the approval of the Board of Governors.
- 5.2 The Provost will seek a recommendation for a proposed Naming of an Academic Unit from:

- 5.2.1 where the Academic Unit is a Faculty, the members of the leadership of the Faculty;
 - 5.2.2 where the Academic Unit is within a Faculty, the members of the leadership of that Faculty, the members of the leadership of that Academic Unit, and, if applicable, the members of the leadership of any other unit which is identified by the leadership 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); or
 - 5.2.3 where the Academic Unit is not within a Faculty, the members of the leadership of the Academic Unit.
- 5.3 If the individuals identified in section 5.2 recommend that the Naming proposal be approved, the Provost will forward the proposal to the Naming Committee for consideration, which for the purposes of considering a proposed Naming of an Academic Unit will have the following members in addition to the members listed in section 10.4:
- 5.3.1 if the Academic Unit is a Faculty or within a Faculty, the relevant Dean;
 - 5.3.2 if the Academic Unit is not a Faculty, the administrative head of the Academic Unit;
 - 5.3.3 the Chair of the Senate Academic Policy Committee (Okanagan), as relevant;
 - 5.3.4 the Chair of the Senate Academic Policy Committee (Vancouver), as relevant;
 - 5.3.5 the Chair of the Senate Learning and Research Committee (Okanagan), as relevant;
 - 5.3.6 the Chair of the Senate Tributes Committee (Vancouver), as relevant; and
 - 5.3.7 any other individuals determined by the President.
- 5.4 The Naming Committee will consider the proposed Naming of an Academic Unit and make a recommendation, which it will forward to the Provost to provide to the President under section 5.6.
- 5.5 If the Naming Committee recommends that the proposed Naming of an Academic Unit be approved, the Provost will seek ~~the~~ support for the proposed Naming from an ad hoc panel ~~made up~~ consisting of a ~~broad~~ broadly representative group of ~~not more than 25~~ faculty members ~~of~~ from that Academic Unit, as well as staff and students, with the members of the ad hoc panel (not more than 25) being selected by the Provost in consultation with the Academic Unit.
- 5.6 If the Provost recommends that the Naming proposal be approved, the Provost will forward to the President the proposal and the Provost's a report setting out the

Provost's recommendations, the [support recommendations](#) of the [Academic Unit ad hoc panel referred to in Section 5.5](#) and the recommendations of the Naming Committee.

- 5.7 If 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 relevant Senate(s) for approval and recommendation to the Board of Governors, and the Senate will forward its recommendation to the Board of Governors for approval.

6. Naming of Awards and Honorifics

- 6.1 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.
- 6.2 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:
- 6.2.1 the relevant Dean(s); and
- 6.2.2 the Chair of the Senate Tributes Committee (Vancouver) or the Chair of the Senate Learning and Research Committee (Okanagan), as relevant.
- 6.3 The Naming of an Honorific is approved as part of the approval of that Honorific under the Honorifics Policy.

7. Naming of Activities

- 7.1 This section 7 applies to the Naming of activities which are not required to be approved by a Senate, such as projects, programs, non-credential courses, lectures, conferences, events, and non-academic centres, referred to as "**Activities**".
- 7.2 Subject to section 7.6 [and section 7.7](#), Naming of Activities which does not include Philanthropic Naming or Honourary Naming requires the approval of:
- 7.2.1 for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or
- 7.2.2 for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.
- 7.3 Subject to section 7.6 [and section 7.7](#), Naming of Activities which include Philanthropic Naming or Honourary Naming requires the approval of the individuals listed in section 7.5.
- 7.4 Development and Alumni Engagement will seek a recommendation of a proposed Philanthropic Naming or Honourary Naming of an Activity from:
- 7.4.1 for an Activity associated with an Academic Unit, the Dean of the relevant Faculty; or

- 7.4.2 for an Activity not associated with an Academic Unit, the Vice-President responsible for that Activity.
- 7.5 If the individual identified in section 7.4 recommends that the Naming proposal be approved, Development and Alumni Engagement will forward the proposal for approval to:
- 7.5.1 the Responsible Executive; and
- 7.5.2 the Vice-President, Development and Alumni Engagement.
- 7.6 ~~The~~Unless Section 7.7 applies, the Naming of an Activity where the Naming is intended to be in use for five years or less is to be approved as part of the approval of that Activity by the individual(s) normally responsible for approving, ~~unless~~ that Activity.
- 7.7 ~~The~~ Naming ~~that~~of any Activity which is intended to have significant prominence during the time it is in use, ~~in which case the Naming~~ will be approved following the process described in section 7.2 or section 7.3, as applicable, regardless of the length of time the Naming is intended to be in use.
- 7.8 If there is a question about whether a Naming will have significant prominence, then that question will be determined by the Responsible Executive.

8. Markers and Likenesses

- 8.1 This section 8 applies to all:
- 8.1.1 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
- 8.1.2 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**”.
- 8.2 Likenesses will only be used as a form of recognition in the most exceptional of circumstances.
- 8.3 Development and Alumni Engagement will forward a proposal for an indoor Marker or an indoor Likeness for approval by:
- 8.3.1 the Associate Vice-President, Development and Alumni Engagement; and
- 8.3.2 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.
- 8.4 Campus and Community Planning will forward a proposal for an outdoor Marker for approval by all of the following individuals:
- 8.4.1 the Associate Vice-President, Development and Alumni Engagement;
 - 8.4.2 the Associate Vice-President, Campus Community and Planning; and
 - 8.4.3 the ~~Managing Director, Infrastructure Development~~ [Associate Vice President, Facilities](#) for a Marker at UBC Vancouver or the Associate Vice-President, Finance and Operations (UBC Okanagan) for a Marker at UBC Okanagan.
- 8.5 Where a Likeness will be outdoors, Campus and Community Planning will seek the recommendation of:
- 8.5.1 if the Likeness will be located on or adjacent to a Place used by an Academic Unit, the Dean of that Faculty;
 - 8.5.2 otherwise, the Vice-President responsible for the Place;
- 8.6 If the individual identified in Section 8.5 recommends that the proposal for the outdoor Likeness be approved, Campus and Community Planning will forward the proposal for approval by both:
- 8.6.1 the Responsible Executive; and
 - 8.6.2 the Vice-President, Development and Alumni Engagement.
- 8.7 Any individual responsible for approvals in this section 8.6 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.

9. **Other Naming**

- 9.1 Where an Asset to be named is not described in these Procedures and is normally approved by a Senate(s), the relevant Senate(s) may make the Naming decision.
- 9.2 Where an Asset to be named is not described in these Procedures and is not normally approved by a Senate(s), 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.

- 9.3 Where this section 9 applies to the Asset to be named and the Naming is intended to be in use for five years or less, the Naming is to be approved as part of the approval of that Asset by the individual(s) normally responsible for approving. Notwithstanding the foregoing, a Naming that is intended to have significant prominence during the time it is in use will be approved under section 9.2. If there is a question about whether a Naming will have significant prominence, then that question will be determined by the Responsible Executive.

10. Naming Committee

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

- 10.1.1 provide guidance on the appropriate balance between the roles and benefits of Naming described in section 2.2 of the Policy; and
- 10.1.2 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.

- 10.2 The Naming Committee is responsible for making recommendations to the President regarding Naming of Places and Naming of Academic Units.

- 10.3 The Naming Committee receives notice of the Naming of Interior Spaces for its information.

- 10.4 The Naming Committee is made up of the following members:

- 10.4.1 the Responsible Executive (Chair);
- 10.4.2 the Chancellor;
- 10.4.3 the Provost and Vice-President, Academic (UBC Vancouver);
- 10.4.4 the Provost and Vice-President, Academic (UBC Okanagan);
- 10.4.5 the Vice-President, Development and Alumni Engagement;
- 10.4.6 the Associate Vice-President, Campus and Community Planning ([UBC Vancouver](#));
- 10.4.7 the Associate Vice-President, Finance and Operations (UBC Okanagan);
- 10.4.8 a Dean (appointed by the President);
- 10.4.9 one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence, or Indigenous reconciliation, ~~or~~;

and optionally, one additional member of faculty or staff (appointed by the President) whose role involves advancing UBC's other strategic priorities;

- 10.4.10 an ~~alumnus~~/alum (appointed by the President);
- 10.4.11 a faculty member (appointed by the President);
- 10.4.12 a member of staff (appointed by the President);
- 10.4.13 a student (UBC Okanagan) (appointed by the President);
- 10.4.14 a student (UBC Vancouver) (appointed by the President); and
- 10.4.15 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.

11. Additional Considerations for Philanthropic Naming

- 11.1 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.
- 11.2 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 all the individual(s) responsible for recommendations or approvals of a Naming for that type of Asset.
- 11.3 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.
- 11.4 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.
- 11.5 UBC does not normally engage in Philanthropic Naming of credit courses.

- 11.6 Philanthropic Naming of a Place, Interior Space or Other Physical Asset will be for no longer than its useful life.
- 11.7 Philanthropic Naming should generally only be proposed where the associated donation:
 - 11.7.1 represents a significant part of the cost of the Asset to be named;
 - 11.7.2 is regarded as central to the completion of the Asset to be named; or
 - 11.7.3 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.
- 11.8 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.

12. Additional Considerations for Honourary Naming

- 12.1 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.
- 12.2 All Honourary Naming proposals are considered confidential, including the name of the honouree, and UBC's internal deliberations relating to the proposed name.
- 12.3 UBC does not normally engage in Honourary Naming of credit courses.

13. Naming Announcements

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

14. Engagement

- 14.1 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.
- 14.2 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.

15. Change or Removal of Names

- 15.1 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.

- 15.2 Any consideration of a change to a Naming must include a review of the applicable legal arrangements.
- 15.3 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 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.
- 15.4 A member of UBC's community, 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:
- 15.4.1 proposer's name(s) and relationship to UBC;
- 15.4.2 the name that is proposed to be removed;
- 15.4.3 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;
- 15.4.4 the likely harm if the name is retained; and
- 15.4.5 any other relevant information or arguments.
- 15.5 The President will review the Community Proposal and consider whether it meets the requirements of section 15.4. If the Community Proposal establishes a stand-alone case, then section 15.6 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.
- 15.6 Where a Community Proposal meets the requirements of section 15.4, 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:

- 15.6.1 the process should result in a written report;
- 15.6.2 consideration of the Community Proposal should be the responsibility of an ad hoc committee appointed by the President which includes diverse representation from UBC's community, and 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 (UBC Vancouver) or the Associate Vice-President, Finance and Operations (UBC Okanagan) (as applicable) 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;
 - (d) one or more members of faculty or staff (appointed by the President) whose roles involve advancing inclusive excellence, or Indigenous reconciliation, and optionally, one additional member of faculty or staff (appointed by the President) whose role involves advancing UBC's other strategic priorities; and
 - (e) faculty members, staff, students, ~~emeriti~~ emeritus professors and alumni as appropriate;
- 15.6.3 learning, research, and education opportunities should be supported throughout the process, including seeking input from scholars with applicable expertise;
- 15.6.4 faculty members, staff, students, emeritus professors and alumni should be given an opportunity to provide written comments on the Community Proposal, including a process for confidential comments;
- 15.6.5 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;
- 15.6.6 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 15.1, and as part of that process copies of the report prepared under this section 15.6 will be provided to all individuals who have the responsibility to make recommendations or approvals regarding that Naming; and
- 15.6.7 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.

- 15.7 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.

16. Interpretation

- 16.1 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.
- 16.2 If more than one Faculty is relevant to the Asset to be named, these procedures will be read to require the recommendation and/or approval of all relevant Deans. An example of this is a building which houses more than one Academic Unit from different Faculties.

17. Definitions

- 17.1 **“Academic Unit”** means an organizational unit within UBC which has been approved by the relevant Senate, and includes any portion of that unit.
- 17.2 **“Activities”** has the meaning set out in section 7.1.
- 17.3 **“Award”** means UBC awards and prizes, and includes Student Awards.
- 17.4 **“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.~~
- 17.5 **“Community Proposal”** has the meaning set out in section 15.4.
- 17.6 **“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”.
- 17.7 **“Honourary Naming”** means Naming in recognition of service to UBC or society generally, but does not include a Philanthropic Naming.
- 17.8 **“Honorific”** means an honorific under the Honorifics Policy (LR1) as amended or replaced from time to time.
- 17.9 **“Interior Spaces”** has the meaning set out in section 3.1.
- 17.10 **“Likenesses”** has the meaning set out in section 8.1.2.
- 17.11 **“Markers”** has the meaning set out in section 8.1.1.

- 17.12 **“Naming”** is the act of designating the official name of an Asset, whether before, during, or after the establishment or creation of the Asset.
- 17.13 **“Naming Committee”** refers to the committee described in section 10.
- 17.14 **“Neighbourhood Amenity”** has the meaning set out in section 10.4.15.
- 17.15 **“Other Physical Assets”** has the meaning set out in section 4.1.
- 17.16 **“Philanthropic Naming”** means Naming to express gratitude for philanthropy.
- 17.17 **“Places”** has the meaning set out in section 2.1.
- 17.18 **“Provost”** means the Provost and Vice-President, Academic (UBC Vancouver), the Provost and Vice-President, Academic (UBC Okanagan), or both, as appropriate.
- 17.19 **“Responsible Executive”** means the executive responsible for the Naming Policy and these Procedures as determined by the President from time to time.
- 17.20 **“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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Description	04112830
Rendering set	Standard

Legend:	
Insertion	
Deletion	
Moved from	
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Style change	
Format change	
Moved deletion	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

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