

UNIVERSITY OF MANITOBA POLICY

Policy:	NAMING OF BUILDINGS, PARTS OF BUILDINGS AND SPACES
Effective Date:	November 17, 2009
Revised Date:	September 10, 2013
Review Date:	November 17, 2019
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act</i> Section (4)(f)
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	Board of Governors members; Senate members; Faculty/School Councils; External Parties: Benefactors

Part I Reason for Policy

- 1.1 To set out the conditions under which buildings, parts of buildings and spaces may be named in honour of individual(s) or organizations.

Part II Policy Content

General

- 2.1 Persons or organizations who may be honoured by the naming of a building, part of a building or space include the following:
- (a) Persons or organizations who have contributed to the life and mission of the University of Manitoba (contributions may include teaching, research, scholarship service or creative work); or
 - (b) Persons or organizations who have contributed to the cultural, social and economic well-being of the people of Manitoba, Canada and the world in

areas which are of major interest to the University of Manitoba, and/or which are directly associated with the University; or

- (c) Persons or organizations who, through their contributions of capital or other assets, enable the University of Manitoba to further its mission.
- 2.2 The underlying principle of any naming is that the person(s) or organization(s) for whom the space will be named and the University should both be honoured by the naming of the building, part of a building or space.
- 2.3 The name may refer to a foundation, individual, family or similar unit or to a respectable commercial or business unit.
- 2.4 In the case of naming in recognition of philanthropy, the University President shall determine the minimum values of donations for any and all newly named buildings, parts of buildings and spaces. The guiding principles will be that the gift received has a correlation to the cost of the named building, part of building or space.
- 2.5 The autonomy of the University and the academic freedom of the professoriate to which the University of Manitoba is committed shall be safeguarded at all times. The attribution of a name does not imply or confer any involvement or oversight into the operations of the University or any of its units.
- 2.6 It is the University's intention to respect the Donor's intent. If, however, circumstances change so that the entire amount of the gift is not received by the University in due course, the University may, at its option, remove the Donor's name from the named space, or any part therein or thereon where the Donor's name appears, or reduce the form of recognition set out herein and/or offer the Donor an alternate naming opportunity and benefits commensurate with the Donor's level of giving.
- 2.7 In the event of a space-use change or renovation which affects the naming and form of recognition the University will inform the Donor if possible, and the University and the Donor will consult as to options available at that time.
- 2.8 Ultimate authority to accept or decline any naming proposal at the University of Manitoba rests with the Board of Governors.
- 2.9 Ultimate authority to discontinue the designated name of a building room or area, or to transfer the name to another building, room or area rests with the Board of Governors.
- 2.10 Notwithstanding any other provision of this policy, no naming will be approved or existing naming be continued, that will call into serious question the public respect of the University.

Part III
Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the Responsible Executive Officer that a formal review of this Policy is required.
- 3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.
- 3.3 Board of Governors members, Senate members, Faculty/School Councils, External Parties, and Benefactors are responsible for complying with this Policy.

Part IV
Authority to Approve Procedures

- 4.1 The Board of Governors may approve Procedures, if applicable, which are secondary to this Policy.

Part V
Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is November 17, 2019.
- 5.2 In the interim, this Policy may be revised or repealed if:
 - (a) the University Secretary or Approving Body deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
 - (a) comply with the revised Policy; or
 - (b) are in turn repealed.

Part VI
Effect on Previous Statements

- 6.1 This Policy supersedes all of the following:

- (a) Policy “Naming of Buildings, Parts of Buildings and Special Units” (approved by Senate November 6, 1985 and modified February 1, 1999);
- (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
- (c) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:

- (a) [Procedure: Naming of Buildings, Parts of Buildings and Spaces](#)