
TITLE: NAMING OF COLLEGE FACILITIES

POLICY NO: 4-8

EFFECTIVE DATE: 05/05/15

VCCS POLICY NO: [2.9.D.3.h.c](#)

REVISED DATE: 12/18/18

I. Purpose:

To provide guidance for the naming of major college facilities consistent with the policy of the Virginia Community College System (VCCS).

II. Definitions:

College facilities: buildings, classrooms, laboratories and other physical spaces.

III. Policy:

The J. Sargeant Reynolds Community College Board is authorized to provide names for any facilities on the college campus upon recommendation of the college president. In those cases where college facilities have been named prior to the implementation of this policy, the names shall be considered to have been so adopted. College facilities may be named after individuals who have provided significant service to the college or the communities it serves. Facilities may also be named in recognition of private-sector or corporate giving to support the college. Such recognition should typically occur after the gift has been received rather than on a prospective basis. Individuals employed within the Virginia Community College System or serving on the College Board or the State Board for Community Colleges are not eligible for such recognition. A separation from such employment or service of at least one month is a prerequisite for eligibility for the recognition afforded by a facility naming.

IV. Procedures:

The college president will make a recommendation to the College Board for the naming of major college facilities. Upon approval by the College Board, if the naming of the facility is in recognition of a gift, the president will notify the J. Sargeant Reynolds Community College Educational Foundation, Inc. to coordinate gift procedures.

Recommendations for campus names will be submitted to the State Board for approval.

V. Other Information:

J. Sargeant Reynolds Community College Educational Foundation Donor Recognition Policy