



## UTAH VALLEY UNIVERSITY Policies and Procedures

<b>Proposed Policy Number and Title:</b> <u>232 Honorary <del>Names and Named Gifts</del> and Gift-based Namings</u>		
<b>Current Policy Number and Title:</b> <u>232 Honorary Names and Named Gifts</u>		
<b>Approval Process*</b>		
<input checked="" type="checkbox"/> Regular <input type="checkbox"/> New <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Revision—Limited Scope <input type="checkbox"/> Deletion	<input type="checkbox"/> Temporary <input type="checkbox"/> New <input type="checkbox"/> Revision <input type="checkbox"/> Revision—Limited Scope	<input type="checkbox"/> Compliance Change <input type="checkbox"/> New <input type="checkbox"/> Revision—Limited Scope <input type="checkbox"/> Deletion
*See UVU Policy 101 <i>Policy Governing Policies</i> for process details.		

<b>Draft Number and Date:</b>	<u>Proposed Stage 3 Regular, May 6, 2026</u>
<b>President’s Council Sponsor:</b>	<u>Kyle Reyes</u>
<b>Policy Steward:</b>	<u>Melanie LaFranca</u>

POLICY APPROVAL PROCESS DATES		
REGULAR	TEMPORARY	COMPLIANCE
<b>Drafting and Revision</b> Entrance Date: <u>10/24/2024</u>	<b>Drafting and Revision</b> Entrance Date: _____	<b>President’s Council Approval</b> Approval Date: _____
<b>University Entities Review</b> Entrance Date: <u>5/22/2025</u> Close Feedback: <u>10/1/2025</u>	<b>Board of Trustees Review</b> Entrance Date: _____ Approval Date: _____	<b>Board of Trustees Ratification</b> Ratification Date: _____
<b>Board of Trustees Review</b> Entrance Date: <u>6/8/2026</u> Approval Date: _____		



## UTAH VALLEY UNIVERSITY Policies and Procedures

<b>POLICY TITLE</b>	Honorary <del>Names and Named Gifts</del> and <u>Gift-based Namings</u>	<b>Policy Number</b>	232
<b>Section</b>	Financial Affairs and Development	<b>Approval Date</b>	
<b>Subsection</b>	Development	<b>Effective Date</b>	
<b>Responsible Office</b>	Vice President of Institutional Advancement	<b>Last Review</b>	

### 1.0 PURPOSE

**1.1** The University seeks to acknowledge, recognize, and honor individuals, families, and organizations that have made a contribution, financial or otherwise, to the growth, development, and enrichment of the University through honorary ~~names and named gifts~~ and gift-based namings.

### 2.0 REFERENCES

**2.1** Utah Board of Higher Education Policy R220 *Delegation of Responsibilities to the President and Board of Trustees*

**2.2** Utah Board of Higher Education Policy R401 *Approval of New Programs, Program Changes, Discontinued Programs, and Program Reports*

**2.3** UVU Policy 231 *Fundraising Authority, Responsibility, and Coordination*

**2.4** UVU Policy 247 *Contract Review and Signature Authority*

### 3.0 DEFINITIONS

**3.1 Facility:** Any building, structure, plaza, open space, landscaped area, athletic or training space, or other physical improvement or natural feature (real property) under the ownership or administrative control of the University.

**3.2 Gift agreement:** A written agreement between a donor or donors and an organization that outlines the terms of a gift. It defines how and when the gift will be made, how it will be used, and includes necessary legal provisions. A gift agreement is needed to create a new index/fund, establish a pledge, and amend an existing agreement.

**3.3 Gift-based naming:** A naming that recognizes individuals, families, foundations, or organizations for charitable giving to the institution. These naming opportunities include but are



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~~not limited to scholarships, chairs, professorships, facilities, colleges, schools, centers, divisions, departments, institutes, partnerships, or initiatives.~~ Generally, these are associated with gift agreements.

**3.4 Honorary naming:** A naming that acknowledges an individual or entity who ~~is distinguished through significant service to the University achieved excellence and has made substantial contributions to their professional field, society, higher education, or the University~~ (for example, Wilson W. Sorensen Student Center). Generally, an honorary ~~nam~~inge is not bestowed in recognition of a charitable gift.

**3.5 Interior space:** Any interior room or area.

~~3.5.3.6 Naming opportunity: Aa university resource suitable for a naming, which may include, for example, a facility, scholarship, chair, professorship, college, school, center, division, department, institute, partnership, or initiative.~~

~~3.6.3.7 Program:~~ Any organization or activity under the administrative control of the University.

~~3.7.3.8 Space-naming agreement:~~ A written agreement, signed by a duly authorized representative of the donor ~~or honoree~~, a duly authorized representative of the Utah Valley University Foundation, and when required, an officer of the University (in accordance with section 4.1 and Policy 247), ~~establishing a naming for a facility or interior space, confirming the mutual promises, commitments, undertakings, restrictions, and, if the agreement is a gift agreement, the terms and conditions pertaining to the use of a gift to the University or the Utah Valley University Foundation.~~

~~3.8.3.9 Utah Valley University Foundation (“Foundation”):~~ Is the duly established Utah non-profit corporation organized to be a charitable, tax-exempt 501(c)(3) entity that operates exclusively for the benefit of the University. The Foundation accepts and manages charitable gifts to the University. The Foundation is directed by a board ~~comprised~~sing of volunteers and university employees. For the purposes of this policy, references to the Division of Institutional Advancement shall be presumed to include the Foundation and its board unless otherwise indicated.

## 4.0 POLICY

**4.1** The University and the Foundation will accept gift-based ~~namings~~names and establish honorary ~~namings names for facilities, and programs, and other appropriate university resources~~ as a means to show appreciation to individuals and organizations that have made a notable contribution, financial or otherwise, to the University. A naming may honor a donor or a third party.



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4.14.2 Gift-based and honorary namings for facilities and programs shall be approved as follows:

Naming Type	Final Approval Authority
Honorary namings	Board of Trustees
Gift-based namings for facilities, colleges, schools, divisions, departments, institutes, and centers	
Gift-based namings for interior spaces and partnerships	President
Gift-based namings for scholarships, chairs, and professorships, and program initiatives, and other naming opportunities	Vice President of Institutional Advancement

4.24.3 Actions resulting from the approval of a naming shall comply with the *UVU Donor Signage Guidelines* maintained by Administration and Strategic Relations and by Finance and Auxiliary Services.

4.34.4 The Vice Presidents of Administration and Strategic Relations, Institutional Advancement, and Finance and Auxiliary Services shall determine and approve collectively on a case-by-case basis if it is appropriate to allow a term-limited naming to display a corporate logo.

4.5 ~~Honorary names~~ Gift-based namings and honorary namings for facilities and interior spaces are for the useful life of the facility or space, except when a term is stated in the gift agreement.

4.6 The University, subject to the terms of ~~any relevant agreement, such as a gift the naming~~ agreement, may determine any announcement (including date, medium, content, location, and frequency) associated with the naming.

4.7 ~~If the donor's or honoree's name becomes dishonored or a source of embarrassment to the University, or a donor or honoree asks to have their naming terminated UVU may terminate the naming (which includes terminating the naming agreement and removing the donor's or honoree's name) to the extent consistent with and allowed by the naming agreement.~~

4.8 ~~If a donor or honoree attempts to terminate a naming, UVU will determine whether to acquiesce in or challenge the attempted termination.~~

4.44.9 ~~Only the university official(s) with authority under section 4.2 to approve a naming agreement has authority to approve the termination of a naming.~~



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#### 5.0 PROCEDURES

##### 5.1 Responsibilities of University Leadership

5.1.1 Appropriate due diligence regarding a naming proposal is the responsibility of the vice presidents involved in the approval process and of the President.

5.1.2 All terms and conditions of a naming proposal shall be documented in the gift agreement.

~~5.1.3 Naming agreements will not be executed until the Vice President of Institutional Advancement and the Vice President of Administration and Strategic Relations have determined and committed the funding for signage.~~

##### 5.2 Funding for Signage Costs for Named Spaces

5.2.1 Naming agreements will not be executed until the Vice President of Institutional Advancement and the Vice President of Administration and Strategic Relations have determined and committed the funding for signage including costs associated with section 5.6.5.

5.2.2 The cost of space signage will be ~~determined~~ stated in the UVU Foundation gift agreement. If the naming is connected to a previous gift, Institutional Advancement will determine where the ~~costs~~ funding will come from.

##### 5.3 Gift-Based Namings

5.3.1 Consideration of a gift-based naming in honor of the monetary amount of the gift and its value to the University is the responsibility of the Vice President of Institutional Advancement.

5.3.2 The gift-based naming proposal will consider the condition, use, visibility, market for potential donors, and other relevant considerations. This proposal is ~~prepared~~ determined jointly by the Vice President of Institutional Advancement, and the vice president (or their executive designee) over the area in which the facility or program resides.

5.3.3 Gift-based naming proposals (including the fully negotiated gift agreement) shall first be reviewed and approved by the Vice President of Institutional Advancement, followed by the appropriate executive (i.e., dean, athletic director, vice president) who oversees the program naming opportunity to be named, and then by the appropriate approving authority, as required by section 4.1.

5.3.4 If the Board of Trustees is the final approving authority, the Vice President of Institutional Advancement shall present the proposal to the President for review before



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presenting the proposal to the Board of Trustees for approval.

5.3.5 If a ~~scholarship, chair, professorship, or grand program initiative~~ naming opportunity that is subject to a gift-based naming should cease to exist, the Vice President of Institutional Advancement will consult with the donor or donors, ~~the donor's~~ their descendants, the donating corporation, or the donating foundation to determine an application of the gift consistent with the purpose of the gift.

5.3.5.3.6 If a gift-based naming is approved, the Vice President of Institutional Advancement will ensure that a gift-based naming agreement is executed and, if the honoree is not the donor, will first ensure that UVU and the honoree execute an agreement in accordance with the same procedure used for honorary namings in sSection 5.4.3.

### 5.4 Honorary Namings

5.4.1 Honorees, or families of honorees, shall be consulted regarding the details of the honorary naming, including the planned length of time a facility or program naming opportunity will be named on behalf of the honoree.

5.4.2 Proposals for honorary namings are to be submitted to the Vice President of Administration and Strategic Relations and should include (1) a biographical summary of the proposed honoree (individual, family, corporation, or foundation), (2) a description of ~~what~~ naming opportunity that is to be named and its proposed name, and (3) a description of the honoree's contribution to the University.

5.4.3 UVU will obtain a signed agreement to formally document the honoree's approval for the use of their name in association with the designated facility, program, scholarship, or initiative naming opportunity. This consent ensures that the honoree (or their authorized representative) understands the nature of the recognition, grants permission for the institutional use of their name in communications and signage, and acknowledges that the naming is honorary in nature and does not represent a financial contribution.

5.4.4 Upon approval from the Vice President of Administration and Strategic Relations, the proposal (including terms and conditions) shall be reviewed and approved by the Vice President of Institutional Advancement and the vice president over the area in which the facility or program resides naming opportunity, followed by the President. Upon these approvals, the Vice President of Administration and Strategic Relations shall present the proposed naming to the Board of Trustees for approval.

### 5.5 Space Namings

5.5.1 Consideration of a space naming proposal in honor of the monetary amount of the gift, and its value to the University is the responsibility of the Vice President of Institutional



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Advancement.

**5.5.2** The space-naming proposal for a facility will consider the condition, ~~visibility~~visibility, use, size, and age of the ~~building~~facility or interior space, ~~visibility and use of the room, size of room~~the, market for potential donors, and other relevant considerations. This proposal is determined-prepared jointly by the ~~President~~, Vice President of Institutional Advancement, and the vice president (or their executive designee) over the area in which the facility resides.

**5.5.3** Space-naming proposals (including terms and conditions) shall first be reviewed and approved by the Vice President of Institutional Advancement, followed by the appropriate executive (i.e., dean, athletic director, vice president) who oversees the facility or interior space to be named, and then by the appropriate approving authority, as required by section 4.1.

**5.5.4** If the Board of Trustees is the final approving authority, the Vice President of Institutional Advancement shall present the proposal to the President for review before presenting the proposal to the Board of Trustees for approval.

**5.5.5** If a space naming is approved, the Vice President of Institutional Advancement will ensure that a space-naming agreement is executed and, if the honoree is not the donor, will first ensure that UVU and the honoree execute an agreement in accordance with the same procedure used for honorary namings in section 5.4.3.

**5.5.4.5.6** If a space-named university facility or ~~area~~interior space should cease to exist, the Vice President of Institutional Advancement will consult with the donor, the donor's descendants, the donating corporation, or the donating foundation to determine an application of the gift consistent with the purpose of the gift.

**5.6 ~~Remov~~Termination of Gift-Based, Honorary, and Space Namings** Subject to the agreement, If the donor's or honoree's name becomes dishonored or a source of embarrassment to the University, or a donor or honoree asks to have their name removed, UVU may terminate the agreement and remove the donor's or honoree's name for any reason specified in the agreement and, to the extent consistent with the agreement, if the donor's name becomes dishonored or a source of embarrassment to the Universit

**5.6.1** A request from a donor, honoree, or university representative to terminate ~~remove a naming from an UVU building or program~~ shall be communicated in writing with an explanation for the reason for the request. If an honoree or donor attempts to terminate a naming the Vice President of Institutional Advancement will work with the Office of General Counsel to ensure that a written assessment of the business and legal merits of the attempt is prepared.

**5.6.2** The Vice President of Institutional Advancement will ensure that the appropriate university officials are informed of any request or attempt to ~~to discontinue~~ terminate a naming and will



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ensure that Institutional Advancement coordinates with those officials until the decision to grant or deny the request, or to acquiesce in or challenge the attempted termination, is made. Only the university official(s) with authority under section 4.2 to approve a naming agreement has authority to approve the termination of that agreement (and thereby termination of the naming itself).

5.6.3 The Vice President of Institutional Advancement will ensure that the requesting party is informed of the decision.

5.6.4 The Vice President of Institutional Advancement shall ensure that the decision-making process (including the reason why UVU the request was granted or denied the request, or acquiesced in or challenged the attempted termination) is documented and that the documentation is stored with the naming agreement.

5.6.5 If the request for termination of a naming is granted, the Vice President of Institutional Advancement will ensure that the naming agreement(s) is terminated, that all signage is removed, and that relevant university personnel discontinue all references to the naming (e.g., removal from websites, letterhead).

5.6.1 As indicated in section 4.1, the university entity who has the authority to approve a gift agreement may also approve the termination of that agreement.

5.6.2 If President's Council determines removal is appropriate and consistent with the terms of the gift agreement, the appropriate vice president will proceed as follows:

5.6.2.1 For gift-based namings or space namings, the Vice President of Institutional Advancement will present findings of the President's Council to the Board of Trustees;

5.6.2.2 For honorary namings, the Vice President of Administration and Strategic Relations will present the findings of the President's Council to the Board of Trustees.

5.6.3 After deliberation, the Board of Trustees shall vote on removal of the name in question.

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity
April 10, 2008	Approved	UVU Board of Trustees
June 18, 2019	Revised policy approved	UVU Board of Trustees
	Revised policy approved.	UVU Board of Trustees



<b>POLICY TITLE</b>	Honorary and Gift-Based Namings	<b>Policy Number</b>	<b>232</b>
<b>Section</b>	Financial Affairs and Development	<b>Approval Date</b>	June 18, 2019
<b>Subsection</b>	Development	<b>Effective Date</b>	June 18, 2019
<b>Responsible Office</b>	Office of the Vice President of Institutional Advancement		

### 1.0 PURPOSE

~~1.1 The University seeks to acknowledge, recognize, and honor individuals, families, and organizations that have made a contribution, financial or otherwise, to the growth, development, and enrichment of the University.~~

### 2.0 REFERENCES

- ~~2.1 Utah Board of Regents' Policy R220 *Delegation of Responsibilities to the President and Board of Trustees*~~
- ~~2.2 Utah Board of Regents' Policy R401 *Approval of New Programs, Program Changes, Discontinued Programs, and Program Reports*~~
- ~~2.3 UVU Policy 231 *Fundraising Authority, Responsibility, and Coordination*~~

### 3.0 DEFINITIONS

- ~~3.1 **Facility:** Any building, structure, large room, plaza, open space, landscaped area, athletic space, or other physical improvement or natural feature (real property) under the ownership or administrative control of the University.~~
- ~~3.2 **Gift agreement:** A document, signed by a donor and an officer of the University and/or the Utah Valley University Foundation, confirming the mutual promises, commitments, undertakings, restrictions, and agreements of the involved parties pertaining to the use of a gift to the University or the Utah Valley University Foundation.~~
- ~~3.3 **Gift-based name:** A naming that recognizes individuals, families, or organizations for charitable giving to the institution. These naming opportunities include but are not limited to scholarships, chairs, professorships, facilities, colleges, schools, centers, divisions, departments, institutes, clubs, partnerships, or initiatives.~~



**3.4 Honorary name:** A naming that acknowledges an individual or entity who is distinguished through unique service to the University (for example, Wilson W. Sorensen Student Center). Generally, an honorary name is not bestowed in recognition of a charitable gift.

**3.5 Program:** Any organization or activity under the administrative control of the University. Programs include but are not limited to clubs, partnerships, or initiatives.

**3.6 Small interior space:** Any small interior room or area (for example, an office, study area/nook, or similar).

**3.7 Utah Valley University Foundation (“Foundation”):** Is the duly established Utah non-profit corporation organized to be a charitable, tax-exempt 501(c)(3) entity that operates exclusively for the benefit of the University. The foundation accepts and manages any and all charitable gifts to the University. The foundation is directed by a board comprising volunteers and university employees. For the purposes of this policy, references to the Division of Institutional Advancement shall be presumed to include The Foundation and its board unless otherwise indicated.

**4.0 POLICY**

**4.1** The University and the Foundation will accept gift-based names and establish honorary names for facilities and programs as a means to show appreciation to individuals and organizations that have made a notable contribution, financial or otherwise, to the University. Gift-based and honorary names for facilities and programs shall be approved as follows:

Naming Type	Final Approval Authority
Honorary names	Board of Trustees
Gift-based names for facilities, colleges, schools, divisions, departments, institutes and centers	
Gift-based names for small interior spaces, clubs, and partnerships	President
Gift-based names for scholarships, chairs, and professorships, and program initiatives	Vice President of Institutional Advancement

**4.2** Actions resulting from the approval of a naming shall comply with the *UVU Donor Signage Guidelines* maintained by the Division of University Relations and the Division of Finance and Administration. The Vice Presidents of University Relations, Institutional Advancement, and Finance and Administration shall determine and approve collectively on a case-by-case basis if it is appropriate to allow term-limited namings for athletic facilities to display a corporate logo.



~~4.3 Honorary names for facilities and small interior spaces are permanent, or for the useful life of the facility/space. When a term is stated in the gift agreement, gift-based names for facilities and small interior spaces shall remain only for the period of that term.~~

~~4.4 The University, in accordance with the terms of a gift agreement (for gift-based names), reserves the right to determine the content, location, and frequency of any announcement associated with a named facility or program.~~

~~4.5 In order to protect the reputation of the University, in unusual and unforeseen circumstances the University, with Board of Trustees approval, reserves the right to remove a name from any facility, college, school, center, institute, program, or other University element.~~

## 5.0 PROCEDURES

### 5.1 Gift-Based Namings

~~5.1.1 Gift-based naming proposals shall first be reviewed and approved by the vice president who oversees the facility or program to be named, followed by the Vice President of Institutional Advancement, and then by the appropriate approving authority, as required by Section 4.1.~~

~~5.1.2 If the Board of Trustees is the final approving authority, the Vice President of Institutional Advancement shall present the proposal to the President for review before presenting the proposal to the Board of Trustees for approval.~~

~~5.1.3 Gift-based names shall be considered based on the monetary amount of the gift and its value to the University.~~

~~5.1.4 The gift-based naming of a facility will take into account the condition, use, and age of the building, visibility and use of the room, size of room, market for potential donors, and other relevant considerations. This is determined jointly by the President, Vice President of Institutional Advancement, and the vice president over the area in which the facility or program resides.~~

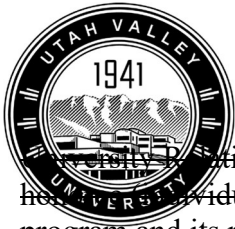
~~5.1.5 Appropriate due diligence regarding the naming is the responsibility of the vice presidents involved in the approval process and the President.~~

~~5.1.6 All terms and conditions of a gift-based naming shall be documented in the gift agreement.~~

~~5.1.7 If a gift-based named university facility or program should cease to exist, the Vice President of Institutional Advancement will consult with the donor, the donor's descendants, the donating corporation, or the donating foundation to ensure that appropriate recognition is sustained.~~

### 5.2 Honorary Namings

~~5.2.1 Proposals for honorary namings are to be submitted to the Vice President of~~



proposals and should include (1) a biographical summary of the proposed honoree (individual, family, corporation, or foundation), (2) a description of the facility or program and its proposed name, and (3) a description of the honoree's contribution to the University.

**5.2.2** Honorees, or families of honorees, shall be consulted regarding the details of the honorary naming, including the planned length of time a facility or program will be named on behalf of the honoree.

**5.2.3** Upon approval from the Vice President of University Relations, the proposal shall be reviewed and approved by the Vice President of Institutional Advancement and the vice president over the area where the facility or program resides, followed by the President. Upon these approvals, the Vice President of University Relations shall present the proposed naming to the Board of Trustees for approval.

**5.2.4** Appropriate due diligence regarding the naming is the responsibility of the Vice Presidents involved in the approval process and the President.

**5.3 Removal of Honorary and Gift-Based Namings**

**5.3.1** If unusual and unforeseen circumstance arise in which an honorary or gift-based naming could harm the reputation of the University, President's Council will review the circumstances to determine if removing the name might be appropriate.

**5.3.2** If President's Council determines removal is appropriate, the appropriate vice president will proceed as follows:

**5.3.2.1** For gift-based namings, the Vice President of Institutional Advancement will present findings of the President's Council to the Board of Trustees;

**5.3.2.2** For honorary namings, the Vice President of University Relations will present the findings of the President's Council to the Board of Trustees.

**5.3.2** After deliberation, the Board of Trustees shall vote on removal of the name in question.

POLICY HISTORY		
April 10, 2008	Approved	UVU Board of Trustees
June 18, 2019	Revised policy approved	UVU Board of Trustees



## POLICY 232 EXECUTIVE SUMMARY

**Policy Number and Title:** 232 Honorary Names and Named Gifts

**Date:** October 21, 2024

**Sponsor:** Kyle Reyes

**Steward(s):** Melanie LaFranca

**Policy Process:** Regular

**Policy Action:** Revision

**Policy Office Editor:** Cara O’Sullivan

**Embedded Attorney:** Greg Jones

### Issues/Concerns (including fiscal, legal, and compliance impact):

This policy needed to be updated to align with current procedures and practices.

### Suggested Changes:

- Updates clarified responsibilities in approval processes, how funding for signage for named spaces is determined, and removal of gift-based, honorary, and space namings.
- In addition, clubs were removed from the policy because of changes in how clubs are overseen and managed. The University no longer has indexes for clubs; the University does not assist with fundraising efforts; and the clubs are no longer eligible for use as scholarship criteria.
- Allow other entities besides Athletics to engage in term-limited namings.
- Gift-based namings and honorary namings were included in the old policy, but we needed to add a definition and procedure section for space-based namings.
- When space naming agreements are signed there should always be representation from the UVU Foundation, so we added that to the definition of a space naming agreement.

**Requested Approval from President’s Council:** Entrance to Stage 1, regular policy process

**Proposed Drafting Committee:** Candice Gardner, Dan Dimond, Liz Sowards, Gabrielle Thomas, Cara O’Sullivan, Melanie Lafranca, Greg Jones

**Target Date for Stage 1 Draft to Enter Stage 2:** [Click here to enter a date.](#)

**Target Date for Board of Trustees Review:** [Click here to enter a date.](#)



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SUMMARY OF COMMENTS (STAGE 2)			
<b>Policy Number and Title:</b> 232 Honorary Names and Named Gifts			
<b>Sponsor:</b>	Kyle Reyes		
<b>Steward(s):</b>	Melanie Lafranca		
<b>UVUSA</b>	<b>Academic Affairs</b>	<b>Faculty Senate</b>	<b>PACE</b>
Date Presented: <u>8/28/25</u>	Date Presented: <u>6/24/25</u>	Date Presented: <u>8/26/25</u>	Date Presented: <u>8/19/25</u>

*Note: Indicate with X whether the comment is editorial (grammar, punctuation, sentence structure) or is a substance comment (content, procedure, etc.)*

Campus Entity	Policy Section	Editorial Comment	Substance Comment	Concern	Sponsor/Steward Response
Faculty Senate	Over all			The faculty senate supports implementation of this policy if our comments are addressed.  Vote Results: Support - 37 Do Not Support - 0 Abstain – 0	No response required
Faculty Senate	5.5.3		X	The policy should specify that when a facility is being considered for naming, the executive overseeing that facility is required to consult with department chairs and faculty who work in the facility, to ensure that those directly	The gift agreement conversations with donors are confidential. Sharing the potential donor information may compromise the donation. We carefully vet every donor and how they advance



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				<p>affected have the opportunity to provide input on naming.</p> <p>Vote Results: Support – <b>34</b> Do Not Support - <b>2</b> Abstain - <b>1</b></p>	<p>our mission. If at some point association with that name would harm the university, it is noted in the gift naming agreement that we have the ability to remove a name from a facility (see section 5.6.1).</p>
Faculty Senate	5.5.3		X	<p>The policy should specify that when a gift is associated with the naming of a facility, the executive overseeing the facility must indicate what benefit, if any, students and departments who use the facility will derive from the donation</p> <p>Vote Results: Support – <b>34</b> Do Not Support – <b>0</b> Abstain - <b>3</b> [In-debate comments]</p>	<p>The purpose for the majority of namings is to finance the construction of the building, which benefits faculty, students and staff. Specific benefits are often better understood or realized later in the naming process. Announcements for benefits that come from the naming donation are typically made later in the process, after the naming is completed.</p>
PACE	4.5	x		<p>“The University...may determine any announcement.” It’s not clear who “The University” refers to.</p>	<p>Throughout the Policy Manual, the phrase, “The University” refers to the collective community of university leadership, trustees, faculty, staff and students.</p>
PACE	5.1.3 and 5.2.1	x		<p>Sections 5.1.3 and 5.2.1 are duplicates. Is it necessary to have the exact same verbiage listed twice, again right after the first time it is stated?</p>	<p>We agree with this comment and therefore we removed 5.1.3</p>



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PACE	5.3.5	x		In Section 5.3.5 should it instead say “If a scholarship, chair, professorship, or program initiative...”?	We agree with this comment and changed “and” to “or”.
Drafting Committee	5.4.3 , 5.6.1		x	Does IA need authorization in writing when the honoree is not the donor? (i.e., (a) needing to get authorization from the honoree or those in authority to act for the honoree and (b) addressing the possibility of the honoree’s name becoming “dishonored” and damaging to the reputation of the university)? Need to address these questions in the gift agreements, and Policy 232 needs to address at least issue (a).	<p>To address (a) needing to get authorization from the honoree or those in authority to act for the honoree, we added section 5.4.3 UVU will obtain a signed agreement to formally document the honoree’s approval for the use of their name in association with the designated naming opportunity. This consent ensures that the honoree (or their authorized representative) understands the nature of the recognition, grants permission for the institutional use of their name in communications and signage and acknowledges that the naming is honorary in nature and does not represent a financial contribution.</p> <p>To address (b) addressing the possibility of the honoree’s name becoming “dishonored” and damaging to the reputation of the university we edited 5.6.1, “A request from a donor, honoree, or university representative to terminate a naming shall be communicated in writing with an explanation for the reason for the request. If an honoree or</p>



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					donor attempts to terminate a naming the Vice President of Institutional Advancement will work with the Office of General Counsel to ensure that a written assessment of the business and legal merits of the attempt is prepared.”
Drafting Committee	5.6.2		x	Can a donor request that their naming be removed from a UVU building or program?	We addressed this question by adding the following section. 5.6.2 The Vice President of Institutional Advancement will ensure that the appropriate university officials are informed of any request or attempt to terminate a naming and will ensure that Institutional Advancement coordinates with those officials until the decision to grant or deny the request is made.
General Counsel	4.1		x	Clarify that donors can request third party namings	4.1 Added the sentence, “A naming may honor a donor or a third party” and moved the table to 4.2.
General Counsel	4.1		x	Replace with, “The University and the Foundation will accept gift-based namings and establish honorary namings as a means to show appreciation to	We implemented this suggestion.



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				individuals and organizations that have made a notable contribution, financial or otherwise, to the University. A naming may honor a donor or a third party.”	
General Counsel	4.1		x	Remove “for facilities, and programs, and other appropriate university”	We implemented this suggestion.
General Counsel	4.2	x		Remove, “...for facilities and programs”. In the table in 4.2 under Naming Type for the Vice President of Institutional Advancement, add “...and other naming opportunities”	We implemented these suggestions.
General Counsel	4.2	x		<ol style="list-style-type: none"> <li>1. Change the title of 4.2 to, “Gift based and honorary namings shall be approved as follows:”</li> <li>2. In the chart under Final Approval Authority from VP of IA, remove “and” after professorships, and add, “...and other naming opportunities”.</li> <li>3. Change Honorary Names and Gift-based names to Honorary Namings and Gift-based namings</li> </ol>	We implemented these suggestions.
General Counsel	4.5	x		Replace, “Honorary Names” with “Gift-based namings and honorary namings”	We implemented this suggestion.
General Counsel	4.6	x		Replace “...any relevant agreement, such as a gift” with “...the naming agreement”	We implemented this suggestion.



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General Counsel	5.2.2	x		Replace “costs” with “funding”	We implemented this suggestion.
General Counsel	5.5.3	x		Replace “area” with “...or interior space”	We implemented this suggestion.
General Counsel	5.6.2		x	Replace with “The Vice President of Institutional Advancement will ensure that the appropriate university officials are informed of any request or attempt to terminate a naming and will ensure that Institutional Advancement coordinates with those officials until the decision to grant or deny the request is made.”	We implemented this suggestion in 5.6.2.
General Counsel	5.6.3		x	Replace with, “The Vice President of Institutional Advancement will ensure that the requesting party is informed of the decision.”	We implemented this suggestion.
General Counsel	5.6.4		x	Replace with “The Vice President of Institutional Advancement shall ensure that the decision-making process (including the reason why UVU granted or denied) is documented and that the documentation is stored with the naming agreement.”	We implemented this suggestion.
General Counsel	5.6.5		x	Update with, “If the request for termination of a naming is granted, the Vice President of Institutional Advancement will ensure that the naming agreement(s) is terminated, that all signage is removed, and that relevant	We implemented this suggestion.



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				university personnel discontinue all references to the naming (e.g., removal from websites, letterhead).”	
General Counsel	3.6		x	Add a definition for a Naming opportunity.	We implemented this suggestion in 3.6 Naming Opportunity: A university resource suitable for a naming, which may include, for example, a facility, scholarship, chair, professorship, college, school, center, division, department, institute, partnership, or initiative.
General Counsel	3.8		x	Redefine Space-naming agreement as, “A written agreement, signed by a duly authorized representative of the donor or honoree, a duly authorized representative of the Utah Valley University Foundation, and when required, an officer of the University (in accordance with section 4.1 and Policy 247), establishing a naming for a facility or interior space.	We implemented this suggestion.
General Counsel	4.7		x	Add section 4.7 (formerly 5.6.1 and 5.6.3), “If the donor’s or honoree’s name becomes dishonored or a source of embarrassment to the University, or a donor or honoree asks to have their naming terminated, UVU may terminate the naming (which includes terminating	We implemented this suggestion.



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				the naming agreement and removing the donor's or honoree's name) to the extent consistent with and allowed by the naming agreement."	
	4.8		x	Add section 4.8 under the 4.0 Policy section. "If a donor or honoree attempts to terminate a naming, UVU will determine whether to acquiesce or challenge the attempted termination.	We implemented this suggestion.
	4.9		x	Add section 4.9, "Only the university official(s) with authority under section 4.2 to approve a naming has authority to approve the termination of a naming.	We implemented this suggestion.
General Counsel	5.3.3	x		Replace "program" with "naming opportunity"	We implemented this suggestion.
General Counsel	5.3.6		x	Update 5.3.6 to, "If a gift-based naming is approved, the Vice President of Institutional Advancement will ensure that a gift-based naming agreement is executed and, if the honoree is not the donor, will first ensure that UVU and the honoree execute an agreement in accordance with the same procedure used for honorary namings in section 5.4.3."	We implemented this suggestion.



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General Counsel	5.4.3	x		Replace “facility, program, scholarship, or initiative” with “naming opportunity.”	We implemented this suggestion.
General Counsel	5.5.2		x	Replace with, “The space-naming proposal for a facility will consider the condition, visibility, use, size and age of the facility or interior space, the market for potential donors, and other relevant conversations. This proposal is prepared jointly by the Vice President of Institutional Advancement and the vice president (or their executive designee) over the area in which the facility resides.	We implemented this suggestion.
General Counsel	5.6.1	x		Move 5.6.1 to policy section	We implemented this suggestion.
General Counsel	5.6.1	x		Change to, “A request from a donor, honoree, or university representative to terminate a naming shall be communicated in writing with an explanation for the reason for the request. If an honoree or donor attempts to terminate a naming the Vice President of Institutional Advancement will work with the Office of General Counsel to ensure that a written assessment of the business and legal merits of the attempt is prepared.”	We implemented this suggestion.
General Counsel	5.6.3	x		Move this to policy section	We implemented this suggestion.



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Policy Office	Policy Title	x		Due to edits from General Counsel, change title of Policy 232 to “Honorary and Gift Based Namings”	We implemented this suggestion.
Policy Office	1.1	x		Due to edits from General Counsel, replace “honorary names and named gifts” with “honorary and gift based namings”	We implemented this suggestion.
Policy Office	3.4	x		Due to edits from General Counsel, replace “honorary name” with “honorary naming”	We implemented this suggestion.
Policy Office	General edits	x		Due to edits from General Counsel, replace references to “names” with “naming” throughout the entire policy.	We implemented this suggestion.
Policy Office	5.3.2	x		Due to edits to 5.5.2 this section needs to be updated to, “The gift-based naming proposal will consider the condition, use, visibility, market for potential donors, and other relevant considerations. This proposal is prepared jointly by the Vice President of Institutional Advancement and the vice president (or their executive designee) over the area in which the facility or program resides.”	We implemented this suggestion.
IA Executive Leadership Team	5.2		x	Who is responsible for the cost of the removal of signage after the termination of a gift agreement?	Added section 5.2 – Funding for Signage Costs for Names Spaces 5.2.1 – Naming Agreements will not be executed until the Vice President of Institutional Advancement and the Vice President of Administration and



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					<p>Strategic Relations have determined and committed the funding for signage including costs associated with section 5.6.5.</p> <p>5.2.2 – The cost of space signage will be stated in the UVU Foundation gift agreement. If the naming is connected to a previous gift, Institutional Advancement will determine where the funding will come from.</p>
IA Executive Leadership Team	Memorials		x	<p>What is the process for approvals of memorials (i.e., Charlie Kirk memorial with multiple donors and a committee of people from inside and outside the university)? Is this handled the same way as an honorary naming?</p>	<p>A memorial is considered a gift-based naming when money has been donated by a donor, or donors.</p>
General Counsel	3.2		x	<p>Include an option for donors or multiple donors to be included in a gift agreement</p>	<p>Updated the definition for Gift Agreement.</p> <p>3.2 Gift Agreement: A written agreement between a donor or donors and an organization that outlines the terms of a gift. It defines how and when the gift will be made, how it will be used, and includes necessary legal provisions. A gift agreement is needed to create a new index/fund, establish a pledge, and amend an existing agreement.</p>



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General Counsel	3.3			Remove “These naming opportunities include but are not limited to scholarships, chairs, professorships, facilities, colleges, schools, centers, divisions, departments, institutes, clubs, partnerships, or initiatives.”	Updated definition 3.3 Gift-based naming: A naming that recognizes individuals, families, foundations, or organizations for charitable giving to the institution. Generally, these are associated with gift agreements.
General Counsel	3.4			3.4 Define “significant service”	Updated with language from USHE R49.2 section 3. 3.4 Honorary Naming: A naming that acknowledges an individual or entity who achieved excellence and has made substantial contributions to their professional field, society, higher education, or to the University (for example, Wilson W. Sorenson Student Center). Generally, an honorary naming is not bestowed in recognition of a charitable gift.
Policy Office	Title	x		Change policy title from “Honorary Names and Named Gifts” to Honorary and Gift-Based Namings	We implemented this suggestion.
Policy Office	3.9	x		Change, “The foundation is a directed by a board comprising volunteers and university employees” to “The Foundation is directed by a board comprised of volunteers and university employees”.	We implemented this suggestion.
General Counsel	5.3.5		x	In order to include the possibility of multiple donors being included in a naming opportunity, update 5.3.5 to,	We implemented this suggestion.



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				<p>“If a naming opportunity that is subject to a gift-based naming should cease to exist, the Vice President of Institutional Advancement will consult with the donor or donors, their descendants, the donating corporation, or the donating foundation to determine an application of the gift consistent with the purpose of the gift.</p>	
General Counsel	5.4.1		x	<p>Replace 5.2.2 with 5.4.1, “Honorees, or families of honorees, shall be consulted regarding the details of the honorary naming, including the planned length of time a naming opportunity will be named on behalf of the honoree.”</p>	We implemented this suggestion.
General Counsel	5.4.4		x	<p>Replace 5.2.3 with 5.4.4, “Upon approval from the Vice President of Administration and Strategic Relations, the proposal (including terms and conditions) shall be reviewed and approved by the Vice President of Institutional Advancement and the vice president over the naming opportunity, followed by the President. Upon these approvals, the Vice President of Administration and Strategic Relations shall present the proposed naming to the Board of Trustees for approval.”</p>	We implemented this suggestion.



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General Counsel	5.5.5		x	Update 5.5.5 to, “If a space naming is approved, the Vice President of Institutional Advancement will ensure that a space-naming agreement is executed and, if the honoree is not the donor, will first ensure that UVU and the honoree execute an agreement in accordance with the same procedure used for honorary namings in section 5.4.3.	We implemented this suggestion.
Policy Office	5.5.6	x		Add, “...or interior space” to 5.5.6	We implemented this suggestion.



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**EQUITY ASSESSMENT COMMITTEE (EAC) FORM**

**Policy Number and Title:** Policy 232 *Honorary Names and Named Gifts*

**Sponsor:** Kyle Reyes  
**Steward(s):** Melanie LaFranca  
**EAC Review:** September 30, 2025  
**Owner Review:** [Click here to select the date.](#)

**UVU Scope (Groups Impacted):**

- |  |  |
|--|--|
| Adult learners   | Pregnancy, pregnancy-related conditions              |
| Age (40+)  | Race and ethnicity                                   |
| Color  | Religion, spirituality, and worldviews               |
| First-generation student status                        | Sex, gender identity, and gender expression          |
| Individuals with apparent or non-apparent disabilities | Sexual orientation                                   |
| National origin and citizenship status                 | Socioeconomic status                                 |
|  | Veteran status (including uniformed military status) |

*Note: This form is for internal use only by the EAC and policy owners (sponsors, stewards, and coordinators). This form captures general equity concerns and those that impact the specific groups listed. This form will accompany the Stage 2 draft.*

Section	Groups Impacted	General Equity	Equity Concern	Recommendation	Policy Owner Proposed Solution
			No equity concerns. The committee had some editorial suggestions, which have been passed on to the policy steward.		