



# Governance & Policy Committee

February 2023

February 10, 2023

8:00 a.m.

Boardroom, McNamara Alumni Center

## GOV - FEB 2023

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# BOARD OF REGENTS DOCKET ITEM SUMMARY

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**Governance & Policy**

**February 10, 2023**

**AGENDA ITEM:** Potential Changes to Board Public Engagement

**Review**                       **Review + Action**                       **Action**                       **Discussion**

*This is a report required by Board policy.*

**PRESENTERS:** Brian Steeves, Executive Director & Corporate Secretary  
Krista Overby, Communications & Engagement Manager

## **PURPOSE & KEY POINTS**

The purpose of this item is to act on enhancements to the Board’s public engagement practices as recommended by the Office of the Board of Regents (OBR) through creation of a public comment portal pilot program. The recommended enhancements are in alignment with committee discussions and feedback from its past three meetings. They will be added to the Board's existing public engagement activities as a pilot program, which will be evaluated after five regular Board meetings.

This is the fourth in a series of discussions on how Minnesotans and the University community access the Board’s work, and how the Board receives input from them. The docket includes the three-part plan for the public comment portal pilot program, as well as preliminary public comment guidelines.

Several changes have been made to incorporate feedback from the October and December meetings, including:

- Draft comment portal guidelines have been developed in consultation with the Office of the General Counsel (OGC) and are included in the docket. These draft guidelines may be refined with OGC as needed throughout the pilot.
- Clarification that all content will be available to Regents, but that non-public information will not be included in the docket.
- Clarification that commenters will have the opportunity to categorize their comments using an evolving set of categories.
- Additional language to reflect creation of a robust communication plan for how to inform the University community of the pilot program.

## **RECOMMENDATION**

The executive director & corporate secretary recommends that the Board direct the Office of the Board of Regents to implement the proposed public comment portal pilot program.

## Public Comment Portal Pilot Program

### Guiding Principles

OBR followed three guiding principles in developing this pilot program:

1. Effectively support the Board in building trust and demonstrating accountability.
2. Recognize that public engagement practices evolve over time and require a 'custom fit' to meet the needs of today.
3. Leverage technology to aid in advancing innovative access and inclusive engagement across the University community.

In alignment with these principles, OBR will implement the following three-part plan.

#### 1. *Maintain*

The first part of the plan is to maintain existing public engagement activities, including:

- Annual operating budget forum;
- Public forums required by law (traffic ordinances; body cameras, etc.);
- Individual requests to address the Board, as outlined in the *Bylaws of the Board of Regents*;
- Eight non-voting Student Representatives to the Board;
- Oral and written reports from Senate Consultative Committee/Faculty Consultative Committee each semester;
- Written reports from the Professional and Administrative Consultative Committee and Civil Service Consultative Committee annually; and
- Direct Regent emails available to public.

#### 2. *Enhance*

The second part of the plan is to enhance public engagement through a robust new web-based public comment portal. This portal will be a component of the Board's website and will feature the ability for submission of written, audio, or video comments. Commenters will be able to sort their submissions using a set of evolving categories (e.g., Finance & Operations; Student Affairs; Safety, etc.). Comments will be aggregated by category and linked to the Receive & File item in each regular Board meeting so the public can access input submitted to the Board. The portal will supplement existing engagement activities, not supplant them.

This enhancement will:

- Create significantly improved, and much more visible, public comment feature;
- Leverage new technology to permit asynchronous comments to the Board anytime, anywhere;
- Remove place- and time-based barriers;
- Enhance transparency and engagement via the Board's public docket; and
- Establish the Board as a leader in public engagement by embracing the hybrid nature of today's work.

The preliminary public comment guidelines included in the docket were developed in consultation with the Office of the General Counsel (OGC) and will be provided to commenters in advance of access to the portal.

If authorized by the Board in February 2023, it is anticipated that development and testing of this new portal will be completed by August 2023. Once the portal is ready for use, OBR will roll out a communication plan to promote the portal ahead of the September 2023 Board meeting.

**3. Evaluate**

The third part of the plan is to promote and operate the public comment portal as a pilot across five regular Board meetings, after which OBR will gather input from each Regent, evaluate how well the portal is meeting Board objectives, and report findings to the committee. OBR is also exploring how to gather feedback from users across the five meetings, as well as from members of the public who decline to use it. Findings will be shared for discussion with the Board at a spring 2024 meeting, after which a decision can be made about the future of the public comment portal.

## Preliminary Guidelines for Use of the Public Comment Portal

The University of Minnesota Board of Regents welcomes input from members of the University community and the public on issues before the Board.

- 1. Comment Format:** This comment portal allows for submission of written comment, audio comment, or video comment on a variety of topics. Comments are limited to 3500 characters for written submissions or two minutes for audio and video submissions. Submissions require first and last name, University affiliation (if any), and a phone number. Comments cannot be edited once submitted. All comments submitted by the deadline will be shared with the Board in advance of its next meeting.
- 2. Standards for Comment:** The Board will refuse publication of comments that contain private data (student, employee, or other private information under state or federal law), or that raise a specific personnel matter, or that are unrelated to the University.
- 3. Use of Comments:** Public commenters who comply with the Board's guidelines will have their remarks, name, and affiliation made publicly available in the Board's docket materials and archived in the Board's public records. Anonymous comments will not be shared in the Board's docket materials. Phone numbers will not be published in the docket materials. Public comments that do not comply with the Board's guidelines will not be made publicly available as part of the Board's docket materials but will still be available to members of the Board.
- 4. Timeline for Submission:** The public comment portal will be available at all times. Comments captured by 12 p.m. on the Friday before a regularly scheduled meeting will be included in the docket materials for the following week's meeting.

# Board Public Engagement

Brian Steeves

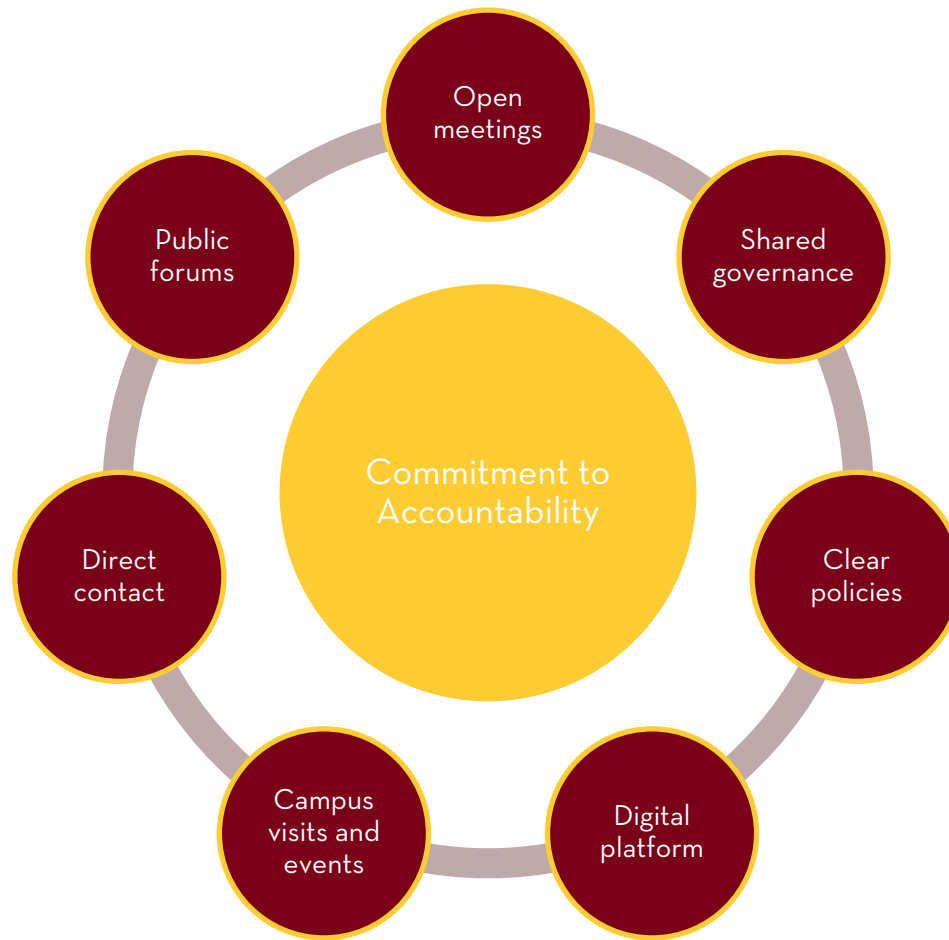
Executive Director & Corporate Secretary

Krista Overby

Communications & Engagement Manager

February 10, 2023

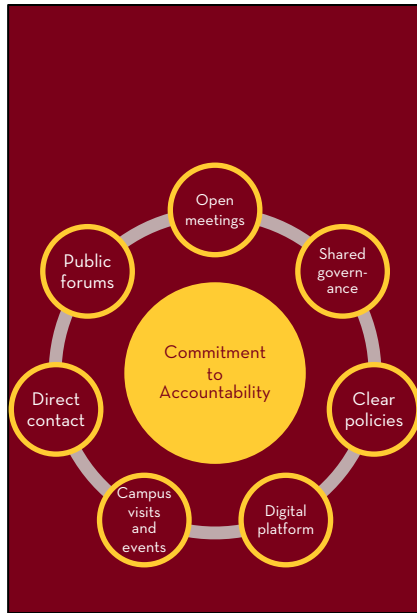




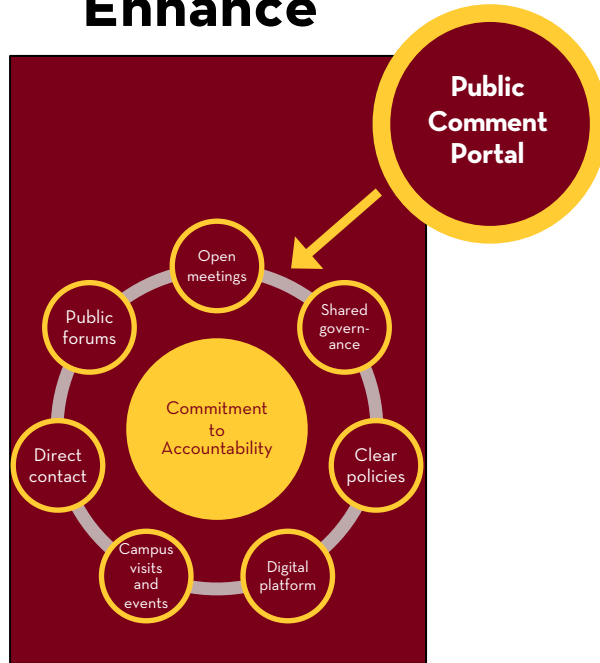


# Purpose & Key Points

## Maintain



## Enhance



## Evaluate



# Pilot Program Guiding Principles

1. Effectively support the Board in building trust and demonstrating accountability.
2. Recognize that public engagement practices evolve over time and require a 'custom fit' to meet the needs of today.
3. Leverage technology to aid in advancing innovative access and inclusive engagement across the University community.



# Changes to Reflect Committee Feedback

- Draft comment portal guidelines developed in consultation with OGC. May be refined as needed.
- All content available to Regents; non-public content not included in docket.
- Evolving set of categories available to label and group comments.
- Rollout will include robust communication plan.



# Public Comment Guidelines

Guidelines developed in consultation with OGC and will be provided to commenters in advance of portal access.

Guidelines address four areas:

1. Comment Format
2. Standards for Comment
3. Use of Comments
4. Timeline for Submission



# Project Timeline



**Portal is active for five regular Board meetings.**



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# BOARD OF REGENTS DOCKET ITEM SUMMARY

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**Governance & Policy**

**February 10, 2023**

**AGENDA ITEM:** Board of Regents Policy: *Namings and Renamings*: Gift Definition Clarification

**Review**                       **Review + Action**                       **Action**                       **Discussion**

*This is a report required by Board policy.*

**PRESENTERS:** Sue Paulson, Controller  
Jason Langworthy, Policy Manager & Assistant Secretary

## **PURPOSE & KEY POINTS**

The purpose of this item is to review proposed off-cycle amendments to Board of Regents Policy: *Namings and Renamings*. The proposed amendments clarify three definitions in the policy – gift, sponsor, and sponsorship – in response to questions from the Board when the policy was ready for action last February:

- The proposed definition for gift contains additional language to make clear that a gift is a contribution made by a donor where the donor will not receive any direct economic benefit or tangible compensation.
- To complement the gift definition, the proposed definition for sponsorship states that support is provided with the expectation of a returned economic benefit.
- The third modification simplifies the definition of sponsor.

The clarified definitions ensure continued alignment with IRS donation regulations. If approved by the Board, Administrative policies and procedures that use these definitions will also be updated.

## **BACKGROUND INFORMATION**

The proposed amendments were drafted by the Controller’s Office, Office of the General Counsel, University of Minnesota Foundation, and the Office of the Board of Regents.

Board of Regents Policy: *Namings and Renamings* was last amended in February 2022. Those amendments were extensive and the result of a comprehensive review of the policy.

## **PRESIDENT’S RECOMMENDATION**

The President recommends adoption of proposed amendments to Board of Regents Policy: *Namings and Renamings*.



## BOARD OF REGENTS POLICY: *Namings and Renamings*

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### SECTION I. SCOPE.

The policy governs the namings, renamings, and retention of namings of significant University of Minnesota (University) assets, including:

- (a) honorary namings (Section IV);
- (b) namings associated with gifts or sponsorships (Section V);
- (c) other namings (Section VI);
- (d) renamings and revocation of namings (Section VII); and
- (e) the retention of namings (Section VIII).

### SECTION II. GUIDING PRINCIPLES.

The following principles shall guide the namings, renamings, and retention of namings of significant University assets:

- (a) **Community and belonging** - The University is committed to fostering a welcoming community that values accessibility, equity, diversity, and dignity in people and ideas as stated in Board of Regents Policy: *Equity, Diversity, Equal Opportunity, and Affirmative Action*.
- (b) **Preservation** - The University acknowledges the full, living history that formed it. Before a decision is made to name, rename, revoke, or retain a naming, care shall be taken that the process includes broad conversation; does not erase historical moments, persons or places; and makes room for voices held silent in the past.
- (c) **Exceptionality** - The naming, renaming, revocation, or retention of a naming to honor an individual or non-University entity's contribution to the University is a serious matter and should be undertaken with great care; exemplify the University's mission, guiding principles, and standards for integrity as defined by Board of Regents Policy: *Mission Statement* and Board of Regents Policy: *Code of Conduct*; advance the evolving landscape of University history and achievement, and consider the impact to University history.
- (d) **Deliberation** - Each request for consideration of a naming, renaming, revocation, or retention of a naming shall be considered on its own through a careful, informed, inclusive, and deliberative approach that reflects the University's consultative and collaborative decision-making process; ensures the proper review and approval of all naming proposals; and preserves confidentiality consistent with applicable law.



- (e) **Change** - Change across the University occurs continuously and the understanding and interpretation of campus history can also change over time. Consistent with the University's mission and guiding principles as defined by the Board of Regents (Board), the University benefits from examining its own long-standing history and traditions and will consider questions raised about namings granted by this policy.

### **SECTION III. DEFINITIONS.**

#### **Subd. 1. Significant University Assets.**

*Significant University assets* shall mean tangible or intangible resources of the University that are of significant prominence or visibility. Assets include but are not limited to the following: colleges and schools; University-level academic programs, centers, and institutes; and buildings, significant portions of buildings, grounds, physical structures, streets, and areas.

#### **Subd. 2. Donor.**

*Donor* shall mean a person or entity transferring money or other property to the University or one of its recognized foundations in connection with a naming, whether or not the donor is the subject of the naming.

#### **Subd. 3. Gift.**

*Gift* shall mean a ~~contribution made by a donor (individual or organization) for the benefit of the University to be used in accordance with donor intent. Gifts are transfers of money or property (i.e., equipment, land, etc.) for which the donor will not receive a direct economic benefit or any other tangible compensation (i.e., goods or services). transfer of, or promise to transfer, money or other property to the University without reciprocal benefit to the donor.~~

#### **Subd. 4. Sponsor.**

*Sponsor* shall mean a ~~party to a sponsorship agreement~~ ~~person or entity entering into a sponsorship.~~

#### **Subd. 5. Sponsorship.**

*Sponsorship* shall mean a ~~contract with a trade or business involving the provision of funds or other support with the expectation of returned economic benefit.~~ ~~contract involving the provision of funds or other support with the expectation of returned benefits, public acknowledgement, or promotional opportunity.~~

#### **Subd. 6. Street.**

*Street* shall mean any private road or driveway as defined in the *Regents of the University of Minnesota Traffic Regulations Ordinances*.

### **SECTION IV. HONORARY NAMINGS**

Significant University assets may be named in honor of an individual or a non-University entity to recognize service, dedication, or meritorious contributions to the institution when the naming is not associated with a gift or sponsorship. Honorary namings shall remain for a duration of 75 years, unless retained as described in Section VIII of this policy.

#### **Subd. 1. Naming of Colleges, Schools, and University-Level Academic Programs.**

These assets may be named in honor of an individual or non-University entity.

- (a) **Approval.** The Board reserves to itself authority to name, rename, or revoke the honorary naming of these assets.

- (b) **Management.** The Senate All-University Honors Committee (Honors Committee) manages the process and submits recommendations to the president, who makes recommendations to the Board. Review procedures and criteria that align with Section II of this policy shall be maintained by the Honors Committee and approved by the president.

**Subd. 2. Naming of Departmental Chairs.**

A departmental chair may carry an honorary naming.

- (a) **Approval.** The president or delegate approves this naming, with concurrence of departmental chairs.
- (b) **Management.** The relevant unit manages this naming process.

**Subd. 3. Naming of Buildings and Other Significant University Assets.**

Buildings and other significant University assets may be named in honor of an individual or non-University entity. A building may not be named for a current University employee.

- (a) **Approval.** The Board reserves to itself authority to name, rename, or revoke the honorary naming of buildings and other significant University assets.
- (b) **Management.** The Honors Committee manages the process and submits recommendations to the president, who makes recommendations to the Board. Review procedures and criteria that align with Section II of this policy shall be maintained by the Honors Committee and approved by the president.

**Subd. 4. Naming of Significant University Assets for Regents or Regents Emeriti.**

Significant University assets may not be named in honor of current or former members of the Board except as provided in Section V of this policy. Such gift related namings may not include the title “Regent” or “Regent Emeritus.”

**Subd. 5. Naming of Buildings for Past Presidents.**

The University may name buildings for past presidents. Consideration of a naming may not take place while a past president is employed by the University.

- (a) **Approval.** The Board reserves to itself authority to name, rename, or revoke the naming of buildings for past presidents.
- (b) **Management.** The chair of the Board convenes a committee with representatives from the Board, the Faculty Consultative Committee, and the Honors Committee to develop a recommendation. This recommendation shall be forwarded to the Honors Committee for information prior to submission to the Board for final action.

**Subd. 6. Naming of Separate Building Parts.**

Separate building parts that are not significant University assets may be named in honor of an individual or a non-University entity. An independent committee of the relevant academic or administrative leadership and building occupants shall manage and approve the namings.

**SECTION V. NAMINGS ASSOCIATED WITH GIFTS OR SPONSORSHIPS.**

University assets may be named for individuals or non-University entities to recognize significant gifts or as part of a sponsorship. Namings associated with gifts or sponsorships shall remain for the useful life of the physical campus feature or academic endeavor, unless otherwise negotiated under contract, and

subject to Board approval. Colleges, schools, academic programs, centers, or institutes are not usually named for commercial entities; if the name of a commercial entity is to be considered, Board approval is required.

**Subd. 1. Naming of Endowed Chairs, Professorships, Faculty Fellowships, and Other Positions.**

The University seeks and welcomes private financial support for endowed chairs, professorships, faculty fellowships, and other positions that provide scholars or other leaders a continuous and reliable source of support to pursue their teaching, research, outreach, or other relevant activities. Awards established in these categories shall typically carry the name of the donor, of a person or institution designated by the donor, or of a person in whose name the University seeks funds to endow the award.

- (a) **Approval.** The president or delegate approves the naming of a chair, professorship, faculty fellowship, or other position.
- (b) **Management.** The relevant college, unit, or department establishes and manages the process for chairs, professorships, faculty fellowships, and other positions. Proposals to establish one of these institutional awards shall specify the conditions of the naming, the activities to be supported by the gift or sponsorship, and the amount of the endowment or the annual level of funding.
- (c) **Candidates.** The University shall have sole authority to appoint the holders of endowed chairs, professorships, faculty fellowships, and other positions.
- (d) **Provisions.**
  - (1) **Restrictions on the Use of Title.** Chairs, professorships, faculty fellowships, and other positions shall not include such terms as *University, distinguished,* or the title *Regents Professor*. These titles are conferred only by the Board.
  - (2) **Level of Endowment.**
    - (i) **Endowment for Chairs.** A chair may be established when \$2 million or more has been placed in an endowment that provides in perpetuity the annual funds needed for support of the chair. Alternatively, a chair may be established if a minimum of \$200,000 per year for 10 years is provided by the donor to spend for the chair's designated purpose.
    - (ii) **Endowment for Professorships.** A professorship may be established when \$1 million or more has been placed in a permanent endowment. Alternatively, a professorship may be established when a minimum of \$100,000 per year for 10 years is provided by the donor to spend for the professorship's designated purpose.
    - (iii) **Endowment for Faculty Fellowships.** A faculty fellowship may be established when \$500,000 or more has been placed in a permanent endowment for the faculty fellowship. Alternatively, a faculty fellowship may be established when a minimum of \$50,000 per year for 10 years is provided by the donor to spend for the faculty fellowship's designated purpose.
    - (iv) **Other Named Positions.** Other named positions may be established from time to time through endowed gifts or minimum annual funding levels as determined by the University.

**Subd. 2. Naming of Colleges, Schools, Buildings, and Other Significant University Assets.**

These assets may be named to recognize gifts or as part of a sponsorship. No commitment regarding namings associated with gifts or sponsorships shall be made to the donor or sponsor prior to the applicable University review and approval.

- (a) **Consultation.** Prior to entering into substantive discussions or making an oral or written commitment regarding a naming to a donor or sponsor, any individual acting on behalf of the University or a recognized University foundation shall (1) inform the donor or sponsor of this policy; (2) consult with the president to determine whether the naming opportunity requires the review and approval process outlined below; and (3) consult with the recognized University foundations as appropriate to determine whether the proposed naming meets the guidelines of the recognized University foundations.
- (b) **Review.** A naming committee, with two representatives from the Honors Committee, representatives from the recognized University foundations, and relevant academic and administrative officers, shall review naming proposals and submit recommendations to the president. The president recommends namings to the Board.
- (c) **Approval.** The Board reserves to itself authority to name, rename, or revoke the naming of colleges, schools, buildings, and other significant University assets.
- (d) **Management.** For gifts, the recognized University foundations shall maintain guidelines to implement this policy in order to ensure consistency in the size of gifts relative to the significance of the asset being named. For sponsorships, the president or delegate shall ensure the consistency of the size of the sponsorship agreement relative to the overall significance of the asset to be named.

**Subd. 3. Other Namings Associated with Gifts or Sponsorships.**

University assets not covered by the definition in Section III., Subd. 1., may be named to recognize gifts or as part of a sponsorship, including but are not limited to the following: scholarships, fellowships, lecture series, or other named awards that may be established on occasion from endowments or annual minimum award amounts.

- (a) **Approval.** The president or delegate shall approve the naming of these assets.
- (b) **Management.** Recognized University foundations shall manage the process for the naming of these assets and maintain guidelines and criteria for these namings.

**SECTION VI. OTHER NAMINGS.**

This section shall govern the naming of significant University assets when the name is not in honor of an individual or non-University entity and the naming is not associated with a gift or sponsorship.

**Subd. 1. Naming of Colleges and Schools.**

A college or school may be named to reflect the relevant academic discipline.

- (a) **Approval.** The Board reserves to itself authority to name, rename, or revoke the naming of colleges and schools.
- (b) **Management.** The president or delegate makes recommendations to the Board.

**Subd. 2. Naming of Buildings, Significant Portions of Buildings, Grounds, Physical Structures, Areas, or Streets.**

These assets may be named to describe the academic or administrative purpose of the asset or to reflect a symbolic meaning appropriate for the asset.

- (a) **Approval.** The Board reserves to itself authority to name, rename, or revoke the naming of buildings, significant portions of buildings, grounds, physical structures, areas, or streets.

- (b) **Management.** The Honors Committee manages the process for the naming of buildings, significant portions or buildings, grounds, physical structures, areas, or streets and submits recommendations to the president. The president recommends namings to the Board.
- (c) **Working Titles.** The president or delegate may provide a working title for buildings, significant portions of buildings, grounds, physical structures, areas, or streets during planning and construction and prior to official naming by the Board.

## **SECTION VII. RENAMINGS AND REVOCATION.**

### **Subd. 1. Authority.**

The University reserves the right to rename or revoke any naming if for any reason the naming is inconsistent with the University's mission; jeopardizes the integrity of the University; presents risk or harm to the reputation of the University; or if the intent of a gift or the terms of a sponsorship associated with the naming cannot be fulfilled.

For all namings requiring Board approval, the Board reserves to itself authority to rename or revoke a naming, except that the Board delegates authority to the president to revoke a naming granted by the Board under Section V, Subd. 2 of this policy if the intent of the gift or the terms of the sponsorship associated with a naming cannot be fulfilled by the donor or sponsor.

Other namings not reserved to the Board may be renamed or revoked by the president or delegate consistent with the approval process for the specific naming as described in this policy.

### **Subd. 2. Request for Renaming or Revocation.**

The president shall consider a renaming or revocation of any naming at the request of the Board. The president may also consider a renaming or revocation of any naming in response to a well-considered written request submitted by an individual or at the president's own initiative. Anonymous proposals shall not be considered. A well-considered written request shall address the factors described in Subd. 4 of this section and:

- the specific behavior of the individual or non-University entity after whom a significant University asset is named that is inconsistent with the University's mission, jeopardizes the integrity of the University, or presents risk or harm to the reputation of the University;
- the sources and strength of the information of that behavior;
- the nature, depth, and extent of the present and future harm that the continued use of the name may inflict on the University; and
- how renaming comports with the principles described in Section II of this policy.

A request to rename or revoke a naming shall include only one significant University asset per request. Upon receipt of a request for a renaming or revocation of a naming, the president may make further inquiries to its submitters before making an initial determination whether the request should proceed. If the request proceeds, the Honors Committee shall examine and research the request.

### **Subd. 3. Review of Request.**

A review of a request for renaming or revocation of a naming by the Honors Committee shall be guided by principles described in Section II of this policy and factors described in Subd. 4 of this section.

The University, the Honors Committee, and those involved in evaluating a renaming or revocation request, shall adhere to the standards of inquiry and discourse appropriate for an institution of higher education. As a part of the review, the Honors Committee shall invite comments from all interested members of the

University community, including those who were impacted by the behavior in question or their heirs and the subject of the naming or their heirs. The Honors Committee should take care that the inquiry itself does not exacerbate the harms that are being considered. Where helpful, the Honors Committee should take full advantage of the expertise of members of the University community. Review procedures shall be maintained by the Honors Committee and approved by the president.

### **Subd. 4. Review Factors for Renaming or Revocation.**

The Honors Committee shall consider the following factors as a component of their review of a request for renaming or revocation of a naming:

- (a) **Advancement of the University's mission, guiding principles, and shared history** - The Honors Committee should consider the impact of the naming to University history, and whether the current naming exemplifies the highest aspirations of the institution's mission and guiding principles and advances the evolving landscape of University history and achievement.
- (b) **Impact on the University's diversity, equity, and inclusion goals** - In considering whether to retain or remove a name, the Honors Committee should consider how the advancement of the University's diversity, equity, and inclusion goals are relevant in these matters.
- (c) **The harm caused by retaining the name, and the harmful impact of the individual's or non-University entity's behavior** - This factor examines whether the individual's or non-University entity's behavior is inconsistent with the University's mission and guiding principles, jeopardizes the integrity of the University, or presents risk or harm to the reputation of the University. The case for renaming is stronger to the extent that retaining a name creates an environment that impairs the ability of students, faculty, or staff of a particular gender, sexual orientation, race, religion, national origin, or other characteristic protected by federal law or University policy to participate fully and effectively in the University's mission.
- (d) **Strength and clarity of the historical evidence** - The case for renaming is strongest when there is clear and unambiguous documentation of the wrongful behavior by the individual or non-University entity and is weakest when the documentation is scant or ambiguous. The documentation shall also include the totality of an individual's or the non-University entity's public and private actions that factor in the affirmation of or against renaming.

The president may include other factors for the Honors Committee to consider based on the specific circumstances of the request. The president shall report those additional factors to the Board prior to the submission of the Honors Committee report, as outlined in Subd. 5 of this section.

### **Subd. 5. Report of the Honors Committee.**

The Honors Committee shall submit a written report to the president that summarizes the renaming or revocation request, details how the guiding principles and factors were applied to the request and describes the committee's findings with attribution to the sources relied upon for the findings. The president may ask Honors Committee for additional information and analysis if needed.

### **Subd. 6. Board Action.**

The president shall submit the Honors Committee's report and the president's recommendation to the Board for action, including plans for contextualization to avoid the potential for erasure and to communicate historical information if renaming or revocation is recommended. The Board may request additional information before acting on the president's recommendation.

If a request for a renaming or revocation is granted by the Board, the Honors Committee shall research and propose a new naming to the president, which promotes broad representation of the University's history,

## **DRAFT for Review**

mission, guiding principles, and achievements. The president shall submit the new naming to the Board for action.

**SECTION VIII. RETENTION OF HONORARY NAMINGS.**

**Subd. 1. Consideration of Retention.**

Honorary namings, as defined by Section IV of this policy, are eligible for indefinite retention when the honorary naming reaches 75 years since it was granted. At the president's discretion, retention of an honorary naming may be considered three years before the naming's 75th year.

The president shall consider the retention of an honorary naming at the request of the Board. The president may also consider the retention of an honorary naming in response to a well-considered written request submitted by an individual or at the president's own initiative. Anonymous proposals shall not be considered. A well-considered written request shall be guided by principles described in Section II of this policy and factors described in Subd. 3 of this section. A request to retain an honorary naming shall include only one significant University asset per request.

**Subd. 2. Retention Review.**

A review of a request for a retention of an honorary naming by the Honors Committee shall be guided by principles described in Section II of this policy and factors described in Subd. 3 of this section.

For non-retained namings, the president shall request the Honors Committee to research and propose a new naming to the president, which promotes broad representation of the University's history, mission, guiding principles, and achievements in alignment with Sections II and IV of this policy. Approval of the new naming shall follow the process for that type of naming as defined by Section IV of this policy.

The University, the Honors Committee, and those involved in evaluating a retention request, shall adhere to the standards of inquiry and discourse appropriate for an institution of higher education. As a part of the review, the Honors Committee shall invite comments from all interested members of the University community. Where helpful, the Honors Committee should take full advantage of the expertise of members of the University community.

**Subd. 3. Review Factor for Retention.**

The Honors Committee shall consider the following factor as a component of their review for the retention of an honorary naming:

- (a) **Extraordinary impact on the University's past, present, and future** - The Honors Committee shall consider whether the honorary naming is so extraordinary that it should be sustained indefinitely beyond its 75<sup>th</sup> year. The Honors Committee shall consider if retention of the name serves as an exemplar of the University's past, present, and future and the highest aspiration of the institution's mission and guiding principles, including the University's diversity, equity, and inclusion goals, and the evolving landscape of University history and achievement, that it should be sustained indefinitely beyond its 75th year.

The president may include other factors for the Honors Committee to consider based on the specific circumstances of the request. The president shall report those additional factors to the Board prior to the submission of the Honors Committee report, as outlined in Subd. 4 of this section.

**Subd. 4. Report of the Committee.**

The Honors Committee shall submit a written report to the president that summarizes the retention review, details how the guiding principles and factors were applied to the review, and describes the Honors Committee's findings with attribution to the sources relied upon for the findings. The president may ask Honors Committee for additional information and analysis if needed.



**Subd. 5. Board or Presidential Action.**

For those honorary namings that require the Board approval, the president shall submit the Honors Committee's report and the president's recommendation to the Board for action. The president's recommendation shall include plans for contextualization to avoid the potential for erasure and to communicate historical information if the naming is not retained. The Board may request additional information before acting on the president's recommendation.

For those honorary namings that do not require Board approval, the president shall act on the Honors Committee report.

**Subd. 6. Renaming or Revocation of an Indefinitely Retained Naming.**

For honorary namings indefinitely retained, the University reserves the right to rename or revoke any such naming if for any reason the naming is inconsistent with the University's mission; jeopardizes the integrity of the University; or presents risk or harm to the reputation of the University, consistent with Section VII of this policy.

**SECTION IX. IMPLEMENTATION.**

**Subd. 1. Legal Review.**

All gift agreements or contracts involving a naming are subject to this policy and must be reviewed by the Office of the General Counsel prior to approval.

**Subd. 2. Administration.**

The president or delegate shall establish and maintain administrative policies and procedures to implement this policy.

**Subd. 3. Coordination.**

The University shall ensure coordination in the following ways: (1) with the goals and priorities of the Systemwide Strategic Plan; (2) between the institution and recognized University foundations; and (3) between the fundraising and academic units in order to maintain alignment of institutional and development priorities and compliance with University policies and procedures.

**REVISION HISTORY**

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**Adopted:** June 11, 2010

**Amended:** December 11, 2015; February 11, 2022

**Last Comprehensive Review:** 2022