

**California State University Maritime Academy
California Maritime Academy Foundation, Inc.**

VOLUME: Policy

NUMBER: UA-01-004

TITLE:

University Wide

I. Policy

- A. Landscaping enhancements to recognize individuals shall be functional in nature and add to the physical learning environment of the University. Such recognition shall be in the form of outdoor benches.
- B. Stand alone plaques on pedestals or monuments do not create the aesthetic impression we desire for California State University Maritime Academy (CSUM) and therefore are not permitted.
- C. Recognition plaques may be permanently affixed to the bench in a manner that will minimize the maintenance and potential vandalism to such items.
- D. All elements of the design of the bench and recognition plaque must conform to University standards.
- E. The location of the bench is governed by the campus master plan, and the campus landscape master plan.
- F. For the bench plaques the standard shall be fabricated of cast bronze. Aluminum, steel or imitation materials are not acceptable. Size shall be no longer than the width of one seat. The plaque background shall be leatherette or pebbled and the color shall be dark bronze or dark brown. The plaque highlight finish shall be satin, not polished.
- G. Memorials of trees or landscaping will only be permitted in designated areas and are limited to materials approved by the designated CSUM landscape architect.

II. Criteria

- A. Only those persons who have had an association with the University will be considered for a landscape memorial, i.e., student, faculty member, staff members.
- B. The tenure of that association shall be as follows:
 - 1. Faculty: permanent appointment five years of service.
 - 2.

- B. UA will forward approved request to FM with a project request form, together with the account to be charged for the procurement of materials and installation of the memorial.
- C. FM shall complete the project request expediently and provide a date of completion to UA.
- D. UA shall coordinate any dedication ceremony or presentations for the individual to be recognized.

HISTORY: MARCH 2012
REVISION: