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

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**VOLUME:** Policy  
**NUMBER:** UA-01-005

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**TITLE:** Naming CSU colleges, schools and other academic entities  
**DIVISION:** University Advancement  
**DEPARTMENT:** University Wide

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**NOTE: University Advancement handles the processing of all naming requests on behalf of California Maritime Academy (CMA).**

- I. The California State University (CSU) policy and procedure on naming CSU facilities and properties was adopted on July 8, 1999 by CSU Trustees.
  - A. This policy grants the CSU authority to approve the naming for the following facilities:
    1. all buildings and major portions of buildings;
    2. university or college streets or roads;
    3. stadium and baseball fields and other areas of major assembly or activity;
    4. plazas, malls, and other large areas of campus circulation; and
    5. all other highly visible facilities and properties.
  - B. The Chancellor has delegated authority to the President (Executive Order 713) to approve the naming of minor properties on campus including:
    1. individual rooms;
    2. limited areas and individual items or features within buildings;
    3. individual landscape items or features;
    4. limited outdoor areas;
    5. other minor properties; and
    6. temporary naming of a facility or property reflecting natural or geographic features, or reflecting a traditional theme of the university.
    7. No commitment for naming shall be made prior to CSU Trustee approval of the proposed name.
  - C. This policy is intended to encourage private support. There are a finite number of these naming opportunities on the campuses. Opportunities to name these programs are for fund-raising purposes only.
  - D.. Each proposal for naming a CSU college, school, program, center, or institute shall be considered on its own merits. No commitment for naming shall be made prior to Trustee approval of the proposed name.
  - E.. A name of a CSU college, school, program, center, or institute presented for Trustee approval must meet the following criteria:
    1. It shall honor an individual or an organization.
      - a. It is desirable for the CSU to name colleges, schools, programs, centers, and institutes in honor of significant contributors of funds to the university.
      - b. The Board will take into consideration the significance and amount of the proposed current gift and future potential giving with regard to the academic prestige and recognition of the proposed college, school, program, center, or institute.
    2. In special circumstances, the Board of Trustees may waive any or all of the above criteria.

- II. A name of a CSU facility or property presented for CSU Trustee approval must honor an individual or an organization and must meet the following criteria:
  - A. When a donor gift is involved:
    - 1. It is desirable for the CSU to name facilities and properties in honor of significant contributors of funds to the university.

- C. In special circumstances, the Board of Trustees may waive any or all of the above criteria.

III.

