



SUBJECT:	Physical Plant				
POLICY:	604.1 Naming Campus Spaces				
PROCEDURE:	604.1.1 Naming Campus Spaces				
EFFECTIVE:	November 2008	REVISED:	November 2021	REVIEWED:	October 2024

Introduction and Purpose

Great Falls College MSU recognizes the naming of campus spaces can be a valuable method by which the institution can honor individuals or parties who have made a substantial contribution in the form of a donation, academic performance, or service. The naming of campus spaces is, and should always remain, a very special honor that must be offered only with the highest level of scrutiny to ensure the College does not dilute or lessen the level of recognition a naming tribute can bestow.

Policy

This policy only allows Great Falls College MSU to name spaces that fall outside the scope of [Board of Regents Policy 1004.1](#), Naming of Buildings. Those spaces that fall under the consideration of this BOR Policy include the naming of individual buildings and “all significant interior spaces, such as theaters and auditoriums that hold more than 250 people.” When Great Falls College MSU wishes to name one of these types of campus spaces, the following policy will be followed; however the final determination will remain with the Montana Board of Regents, to whom the College will make a formal recommendation via BOR Policy 1004.1.

- I. No commitment regarding naming shall be made to a donor or a non-donor honoree prior to approval of the related proposal for naming. Each proposal shall be made in writing in accordance with these guidelines.
- II. Each proposal for naming shall be considered on its merits and not because a gift meets a particular predetermined goal. In this regard, all due attention shall be given to both the long-term and short-term appropriateness of a naming.
- III. When a space is named in recognition of a donor or a non-donor honoree, that name will generally be effective for the useful life of the facility or the designated use of the area. If a facility must be replaced or substantially renovated, or the use of an area re-designated, it may be named for a new donor, subject to the specific terms and conditions set forth in any gift agreements related to the prior naming action.

Related Policy

[Montana Board of Regents Policy 1004.1 Naming of Buildings](#)