

**University of Illinois at Springfield
Policy for Naming**

I. Policy Information

Policy Title: University of Illinois at Springfield Policy for Naming
Policy Owner: Division of Advancement
Responsible Official: Vice Chancellor for Advancement
Approved by: UIS Chancellor
Date Approved: 3/10/2026
Date Revised: 3/10/2026
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Related: [UIS Naming Procedures and Guidelines](#)
[University Statutes, Article VII, Section 4](#)
[General Rules, Article V, Section 4](#)

II. Authority

This policy is implemented under the authority of the University of Illinois Springfield Chancellor or his/her designee, as provided for in University Statutes, Article VIII, Section 4, and General Rules, Article V, Section 4. This policy applies to all naming opportunities involving Facilities, Programs, Projects, and existing Units at the University of Illinois Springfield. This policy does not apply to the creation and naming of new Units of instruction, research, or public service, or to the renaming of an academic Unit in connection with a change in academic organization under Article VIII, Section 4 of the *University Statutes*. This policy does not amend Board of Trustees (“Board”) policies or alter existing naming commitments or agreements.

III. Purpose

The University of Illinois Springfield values the contributions of donors, sponsors, and other stakeholders in advancing the institution's mission and excellence. Friends of the university play an indispensable role in supporting students, faculty, Programs and Facilities across our campus and worldwide. This policy establishes consistency for naming Facilities, Programs, Projects, and existing Units to honor or memorialize individuals or organizations that have made a significant contribution to the university.

IV. Statement of Policy

Due to the high public visibility, permanence, and significance of naming any Facilities, Programs, Projects, and existing Units, the Chancellor must approve

such naming.

A. Facilities, Programs, Projects, and existing Units may be named for the following:

1. Donors who have made substantial contributions toward financing the construction, renovation, or remodeling of a Facility or an addition thereto; or establishing, advancing, or maintaining a Program.
2. An honoree nominated by such a donor and approved by the Board of Trustees.
3. Distinguished persons in the public life of the State of Illinois or the nation.
4. Distinguished former members of the Board of Trustees, or former members of faculty, staff, or administration.

In addition, the Chancellor may recommend that the Board approve naming a facility or program in situations other than those described above when the Board, in its discretion, determines that the interests of the University are served by doing so.

B. Naming of Facilities

1. Buildings should be named in such a way as to denote their general use; such names may include a designation such as auditorium, gymnasium, hall, laboratory, or school.
2. Once approved internally according to this policy and associated procedures and guidelines, the Chancellor will forward their recommendations to the President of the University of Illinois System and the University of Illinois Board of Trustees for review and approval.
3. Notwithstanding the above provisions, commemorative plaques or tablets may be installed inside buildings near spaces such as rooms, lounges, laboratories, performance spaces, and lecture halls in recognition of:
 - i. Distinguished members of the faculty, staff, administration, alumni, or students whose services were identified with the functions of said spaces.
 - ii. Donors of funds (or an honoree designated by the donor) where the contribution was substantial in financing the renovation or remodeling of said spaces.
 - iii. Any such plaque or tablet must be approved by the appropriate chancellor/vice president but does not require Board approval.

C. Naming of Program(s) and Existing Units

1. If the renaming involves only the addition of an eponym (e.g., the name of an alumnus, donor, person, or entity), the proposal may originate in the unit or at any higher administrative level. The advice of the unit to be renamed shall be taken and recorded by vote of the faculty by secret written ballot in accordance with the bylaws of that unit, and the advice of the appropriate senate shall be taken and recorded by vote. The Senate may specify a

committee to provide advice on its behalf under conditions established by the Senate. In this case, the committee's advice, taken and recorded by vote, will be reported to the Senate.

2. Once approved internally according to this policy and associated procedures and guidelines, the Chancellor will forward their recommendations to the President of the University of Illinois System and the University of Illinois Board of Trustees for review and approval.

D. Naming of Project(s)

1. The Vice Chancellor for Advancement will field proposals for naming a Project and forward all recommendations to the Chancellor.
2. The Chancellor has ultimate approval authority over proposals to name Projects for a donor or distinguished individual.

V. Definitions

- A. **Commemorative Plaque** means a plate or tablet of metal, stone, wood, or some other material typically attached to a wall or to an object that bears text or an image in memory or recognition of one or more honorees. Commemorative Plaques may honor an individual or group, designate a campus landmark, or highlight a historic event.
- B. **Eponym** means naming a Program, Facility, Project, or existing Unit to recognize a distinguished individual or donor.
- C. **Facilities** refer to any system or university building, structure, street, drive, landscaped area, open space, physical improvement, or other property under the administrative control of the University of Illinois.
- D. **Interior Spaces** means spaces inside university buildings, such as rooms, lounges, laboratories, performance spaces, and lecture halls.
- E. **Naming** specific to this document refers to honoring or memorializing individuals, corporations, foundations, and/or organizations.
- F. **Objects** include, but are not limited to, benches, fountains, pavilions, and sculptures.
- G. **Plantings** include but are not limited to flowers, shrubs, and trees.
- H. **Program(s)** refers to any academic or non-academic program, school, college, institute, center, etc., but does not include endowed faculty positions such as chairs or professorships.
- I. **Project** means a defined initiative or undertaking that is neither a Unit nor a Program; is not intended to have permanence; is not formally organized; may be funded by either a donor gift or a sponsored grant; and may be, but is not necessarily named a "center" or "institute."
- J. **Unit** means a division of the university to which academic appointments can be made and to which resources can be allocated, including departments and similar units, centers, institutes, schools, and colleges. The term "Unit" does not include centers and institutes that are reasonable and moderate extensions of existing curricula, research, or public service programs that directly relate to an existing Unit or are otherwise Programs or Projects.

VI. Procedures

In addition to the process contained in University statutes and General Rules, and this Policy, please refer to the Guidelines and Procedures for naming Facilities, Programs, Projects, and existing Units, which can be found on the Advancement website at <https://www.uis.edu/advancement/stewardship>.

VII. Exceptions

There may be instances where exceptions to the policy, procedures, and guidelines are granted. The Chancellor will review/endorse these, and when warranted, submit them to the Board of Trustees for consideration.

Approval:

Date by Chancellor's Cabinet: 03/10/2026

Chancellor's approval: 

Date approved by Chancellor: 03/10/2026

Effective date: 03/10/2026