

	Policy No.	Replaces	Policy
	B. 305	Policy 40	Board
	Policy Name		
SYSTEM FOR NAMING OF BUILDINGS AT CAPILANO UNIVERSITY			
Approved by	Responsibility		Category
Board	Board of Governors		General
Date Issued	Date Revised	Revision	Related Policies, Reference
April 19, 1994	October 18, 2010	3	

PREAMBLE

It is felt that the names of the University buildings help to reflect the image of the Capilano University and therefore should be names of substance that more aptly portray the basic Capilano values of being an institution of first choice and of excellence.

The University already has a policy regarding the naming of buildings, spaces and programmes with respect to recognition, fundraising and donors etc., (Board Policy B.301). This policy sets forth the policy for the naming of buildings in general.

CRITERIA FOR THE NAMING SCHEME

1. That only permanent buildings be named, subject to Board Policy B.301.
2. That functional names have priority.
3. That where there is not an obvious predominant function for a building, the naming should be from the theme of **native B.C. trees**. The theme of trees is reflective of both the dominating forest, treed ambience of the North Vancouver campus and of personal growth which is a cornerstone of the University's educational program.

PROCESS FOR FURTHER NAMING

The assignment of functional or tree names to new buildings shall be initiated by the University Executive to the Physical Environment Committee, which, as the appropriate University constituent committee, shall make a recommendation to the Board of Governors through the President.