

Naming Policy

Approving authority	University Council
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Advisor	Rachel Colombi Head, Corporate Governance r.colombi@griffith.edu.au (07) 373 57190
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Document URL	http://policies.griffith.edu.au/pdf/Naming_Policy.pdf
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Description	This policy specifies the conventions for naming University buildings, physical features, organisational units and programs, academic positions, awards and distinguished professorships.

Related documents

[Academic Titles Policy](#)

[Distinguished Professors Procedure](#)

[Named Academic Positions and Named Student Awards Procedure](#)

[Placement of Memorials on Site Policy](#)

[\[Policy\]](#) [\[Buildings and Other Physical Features\]](#) [\[Academic Positions, Awards and Distinguished Professorships\]](#) [\[Organisational Units or Programs\]](#) [\[Procedures For Routine Names\]](#) [\[Naming Procedures For Buildings, Physical Features, Organisational Units or Programs\]](#) [\[Revocation\]](#)

1. POLICY

Where associated with the recognition of an individual or corporation, naming under this policy must:

- Align with the values, strategies and policies of the University and with community expectations.
- Be sensitive to the history and character of the University and diversity of its community and align with the University's reputation or other interests.
- Be appropriate, having regard to the reputation of the individual or corporation concerned, and where relevant, level of service or benefaction to the University or contribution made to public life.

Routine naming to describe function and/or location of buildings and other physical features will be apt and concise.

2. BUILDINGS AND OTHER PHYSICAL FEATURES

A building or physical feature will not normally be named after a person who is still actively associated with the University.

If more than one half of the capital cost of a building or other physical feature is met by a donation, with the agreement of the donor, the building or feature may be named after a particular person or corporation.

More commonly, areas within buildings such as lecture theatres, rather than entire buildings, would be named to honour distinguished service or contribution to the University.

3. ACADEMIC POSITIONS, AWARDS AND DISTINGUISHED PROFESSORSHIPS

The Vice Chancellor may:

- Name a new or existing academic position at Level E or below in recognition of an individual or organisation for distinguished service or major benefaction to the University.
- Name an academic group or graduate school student award in recognition of an individual or organisation for distinguished effort or substantial financial contribution to the University.
- Establish a Professorial Chair position at the level of Professor in consultation with the Chair, Academic Committee and name it after an individual or organisation where:
 - An individual has excelled in a discipline or research area considered worthy of recognition through the naming of a Professorial Chair.
 - A donor offers funding for the establishment of a Professorial Chair which may be named to honour the contribution made by an individual or organisation to the development of the University or the Queensland community.
- Award a distinguished professorship either by invitation to eminent persons external to Griffith to accept an appointment or by recognising and rewarding Griffith professors of exceptional distinction.

The Vice Chancellor is authorised to determine and approve the procedure and associated guidelines and criteria for named academic positions and awards and for appointments by invitation or promotion to the position of Distinguished Professor.

Remuneration for Distinguished Professors shall be determined by the Vice Chancellor within a broad band set by the Senior Staff Remuneration Committee.

4. ORGANISATIONAL UNITS OR PROGRAMS

Organisational elements may be named to commemorate:

- significant contribution to the University; or
- significant contribution to public life; or
- significant benefaction to the University.

Apart from proposals involving significant benefactions, consideration will normally only be given to the naming of organisational elements after persons who have retired from public life or are deceased.

5. PROCEDURES FOR ROUTINE NAMES

The Finance, Resources and Risk Committee has the delegated authority to approve routine naming of buildings or physical features where the name is descriptive of the function of the building or physical feature (eg. Clinical Sciences) and does not include the name of a person.

Routine names for buildings and physical features shall be recommended to the Finance, Resources and Risk Committee by the Director, Campus Life following consultation with the University element(s) concerned. All individuals within the University, or elements of the University, may submit suggestions for routine names of buildings or physical features to the Director, Campus Life.

6. NAMING PROCEDURES FOR BUILDINGS, PHYSICAL FEATURES, ORGANISATIONAL UNITS OR PROGRAMS

All individuals within the University, or elements of the University, may make a confidential submission to the Vice Chancellor about the naming of a building, physical feature, organisational unit or program after an individual or corporation.

Names to honour individuals or corporations in this manner shall be recommended to Council via Finance, Resources and Risk Committee on the confidential recommendation of the Vice Chancellor.

7. REVOCATION

The University reserves the right to reverse a decision made under this Policy, should the name in question fall into disrepute, or for any other reason.