

<b>DOCUMENT TITLE</b>	Naming Review Advisory Committee Terms of Reference
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<b>HOLDER</b>	VP Partnerships
<b>RESPONSIBLE OPERATIONAL LEADER</b>	Director, Advancement & Alumni Engagement

## NAMING REVIEW ADVISORY COMMITTEE TERMS OF REFERENCE

### PURPOSE AND/OR RATIONALE

The Camosun College Naming Review Advisory committee is charged with:

- Ensuring the College’s naming policies are up to date and relevant;
- Evaluating and making recommendations to the College Executive Team (CET) for all functional, honorific, philanthropic, or partnership/sponsorship naming opportunities and ensuring all proposals are aligned with the College’s vision, mission, and values, policies, strategies and initiatives.

### DUTIES

The Committee will:

- Review and make recommendations to the CET via the VP Partnerships for all naming proposals;
- Consider names proposed and apprise interested parties of Asset Naming policy;
- Identify possible and appropriate opportunities for consultation with the wider college community on the naming of a College asset and vet received input and feedback for consideration
- Act as the formal conduit for names to be submitted, researched, and forwarded for recommendation;
- Recommend a specific prospect/name in response to a naming opportunity, as appropriate;
- Maintain records of approved dedications and names for all property and programs.

### AUTHORITY

The Committee acts in an advisory capacity to the College Executive Team.

### MEMBERSHIP

The Committee is composed of the following members:

- Director, Advancement and Alumni Engagement (or a designate);
- Executive Director, Facilities (or a designate);
- Executive Director, Communications and Marketing;
- Executive Director, Eyē? Sqā'lewen (Indigenous Education & Community Connections) (or a designate);
- An Academic Dean appointed by the Vice-President, Education;
- A representative that can advocate for the College's efforts to enhance equity, diversity, and inclusion (as selected by the President);
- Other individuals and faculty members to be added to provide expertise based on the naming opportunity presented.

The Committee will be chaired by the Director of Advancement and Alumni Engagement when reviewing philanthropic and honorific naming and the Executive Director of Facilities for functional naming.

#### **RELATED LEGISLATED REFERENCES**

- [Province of British Columbia's Naming Privileges Policy](#)

#### **LINKS TO RELATED CAMOSUN POLICIES AND DIRECTIVES**

- [D-1.1 Sponsorship Directive](#)
- [G-2.1 Equity Diversity & Inclusion Policy](#)
- [G-2.2 Indigenization Policy](#)
- [G-2.3 Corporate Relations Policy](#)
- [G-2.4 Land Use Policy](#)
- [O-2.1 College Wide Risk Management Policy](#)