



Louisiana State University System
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Office of the President

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January 10, 2012

Permanent Memorandum

SUBJECT: PM-2 (Revised and Clarified)

Reference: Naming University Facilities

Policy*: The following is to be followed for naming university facilities:

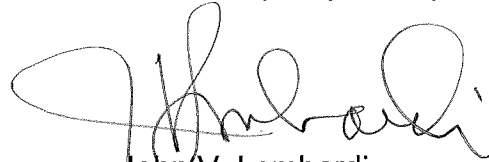
1. No public building, site, street, or park shall be named after a living person. Moreover, no building, site, street, or park shall be named for an individual person (persons) until such person (persons) to be so honored has (have) been deceased for at least two years;
2. Portions of buildings, including but not limited to, classrooms, auditoria, laboratories, and lounges, may be named after a living or deceased person (persons) to honor specific contributions made by such person (persons) to the University, the campus, or the college in question; provided however, portions of buildings may not be named after:
 - (a) current public office holders or candidates for office, or
 - (b) current members of the **LSU** Board of Supervisors or past members for a period of two years from service on the Board;
 - (c) paragraph 2, items (a) and (b) are not intended to prohibit the placement of a plaque, sign, engraved brick, commemorative memento, publication or similar token in recognition of a *personal* donation by any person if the criteria and methods of recognition follow the same pattern and standards as used with other personal donor recognitions of similar type (to the campus or affiliated entities) and are not related to the status described in the subparagraphs.

Louisiana State University & Agricultural and Mechanical College

*LSU at Alexandria • LSU at Eunice • University of New Orleans • LSU in Shreveport • Hebert Law Center • LSU Agricultural Center
Pennington Biomedical Research Center • LSU Health Sciences Center - New Orleans • LSU Health Sciences Center - Shreveport • LSU Health Care Services Division*

3. Proposals for naming any University facilities (including a portion of a building) after individual persons may be originated by the appropriate committee on the campus where the facility is located. When recommendations are so made, they should be forwarded to the Board with the concurrence and approval of the campus of Chancellor and the President of the University System;
4. Final action on naming facilities for individual persons shall be reserved to the Board on the recommendation of its Special Committee on Naming University Facilities;
5. Where practicable, facilities named after persons also shall be appropriately marked with a functional designation for easy recognition by the public; and
6. The providing of functional names of facilities in the absence of personal names continues to be left to the discretion of the University administration.

**Approved by the LSU Board of Supervisors on May 28, 1993. This revision and clarification does not alter that Board policy, but updates and clarifies it.*



John V. Lombardi
President

cc: System Administrators