



INSTITUTIONAL POLICY: GA-38

Category: General Administration
Subject: Naming Policy for WVSOM
Effective Date: January 29, 2026
Last Revision Date:

GA 38-1. Authority

- 1.1 WV Code §18B-1-6
- 1.2 WV CSR §133-4

GA 38-2. Purpose

- 2.1 To provide a means to recognize those persons, groups, or organizations that have provided significant service or financial support to WVSOM by permitting a building or space, as further listed in Section 2.2 below, to be named after persons, groups, and/or organizations; and,
- 2.2 To establish guidelines by which buildings, major renovations, interior spaces, prominent programs, gardens, streets, labs, and other areas of the WVSOM campus may be named, allowing such persons, groups, or organizations to be recognized by the WVSOM community by attaching a name to a building or a space, as further defined in Section 3 below.
- 2.3 The applicability of this policy and the requirements herein will supersede the terms of any pre-existing or future Naming Agreements, as defined in Section 3.6.

GA 38-3. Definitions

- 3.1 “Public Dollars” means any money that is tax-exempt, bonded, or appropriated by the West Virginia Legislature or the United States of America.
- 3.2 “Facility(ies)” means any existing or proposed physical structure, architectural features, other major components of structures, park, parking lot, or street, which is owned, operated, or controlled by WVSOM.
- 3.3 “Physical Unit(s)” includes any existing or proposed office, laboratories, classrooms, seminar or meeting rooms, conference spaces or centers, hallways, lounges, or equipment. Furniture, and other spaces are determined by the President or other Senior Administration.
- 3.4 “Donor” means a person providing a donation to WVSOM for the circumstances surrounding this Policy.

- 3.5 “Gift” means a monetary donation, gift, contribution, scholarship, or other financial contribution to WVSOM or the WVSOM Foundation.
- 3.6 “Naming Agreement” means a contract between WVSOM and Donor which encompasses the terms and details of Donor’s Gift and the naming opportunity.

GA 38-4. Policy

4.1 General

- 4.1.1 The President may recommend names in honor of Donors or others who have made substantial financial or other contributions to WVSOM or the education in general.
 - 4.1.1.1 The naming of Facilities or Physical Units must reflect careful consideration and align with WVSOM’s mission and purpose.
 - 4.1.1.2 Naming shall not be approved for any individual or entity whose reputation, products, or services conflict with WVSOM’s mission. If a corporation’s name changes after naming, the existing name shall remain unless the President approves otherwise.
 - 4.1.1.3 WVSOM, through its President and Board of Governors, retains sole discretion over all naming decisions.
- 4.1.2 WVSOM reserves the right to re-name Facilities and/or Physical Units in the event of unusual or compelling circumstances, as further described in section 4.2.3 below.

4.2 Removal

- 4.2.1 WVSOM will perform an annual review of all naming of its Facilities and/or Physical Units to continued compliance with this policy and its accompanying procedure.
- 4.2.2 Naming recognition of Facilities and Physical Units is done so with the understanding that as long as the Donor adheres to the terms and conditions of the Naming Agreement, and as long as the Facility or Physical Unit is used in the same manner or for the same purpose for which the naming recognition has occurred, then it will retain the approved recognition. When the Facility or Physical Unit has reached its life expectancy, as defined in the terms of the Naming Agreement, or is demolished, destroyed, developed, substantially remodeled, or otherwise no longer in use, WVSOM may or may not transfer the naming recognition to another building, space or area as appropriate, and at its sole discretion, subject to any applicable Naming Agreement(s). This may include, for example, a plaque in or adjacent to the new and/or renovated Facility.
- 4.2.3 Right to Re-Name: In the event of unusual or compelling circumstances, WVSOM reserves the right to re-name its Facilities and Physical Units. In the sole and absolute discretion of the President and the Board of Governors, WVSOM may exercise this option if a designated name, in its judgment, should bring discredit upon WVSOM or shall otherwise be deemed unsuitable. In the event of such re-naming, WVSOM shall have no financial responsibility, to the Donor or otherwise, despite anything that may be stated or implied to the contrary.

GA 38-5. Criteria

- 5.1 Recognition criteria shall be determined by WVSOM following the Procedure for Institutional Policy GA-38: Naming Policy for WVSOM.

GA 38-6. Special Circumstance Naming Recognition

- 6.1 The President has the following authority under this policy to award a naming recognition which have not met the requirements as described herein:
 - 6.1.1 Physical Units: The President may consider other contributing factors in potential naming recognitions, including, but not limited to, previous and cumulative support to WVSOM over a period of multiple years, assistance in supporting WVSOM's mission and goals, or exceptional achievement which may justify honorific naming. The President has the final authority to establish awards of naming recognition, and will report any such naming to the WVSOM Board of Governors at its next regular meeting.
 - 6.1.2 Facilities: The President may consider other contributing factors in potential naming recognitions including, but not limited to, previous and cumulative support to WVSOM over a period of multiple years, assistance in supporting WVSOM's mission and goals, and exceptional achievement which may justify honorific naming. The President will take such a request to name a Facility in this manner to the Board of Governors for approval.