C.2.3.3.F (Form) Recommendation for the Naming of Alamo Colleges Property
Responsible Department: District Institutional Advancement, Vice Chancellor for
Finance and Administration
Based on Board Policy: C.2.3 - Facilities and Grounds Management
Approved: 8-18-09
Last Amended: 5-20-14, 7-25-19

RECOMMENDATION FOR THE NAMING OF ALAMO COLLEGES PROPERTY

In making a recommendation for the naming of any Alamo Colleges property, any person or persons making such recommendation should exercise the utmost discretion and caution so as not to create any undue expectations on the part of a person, persons, or organization for whom it is proposed to name property. A recommendation does not assure that the requested naming will occur. Accordingly, this form should be submitted in confidentiality for consideration to the college president or chancellor, as appropriate. For a recommendation based on a consideration of funds or other resources generated for the benefit of the College District, first contact the Alamo Colleges Foundation. Please answer the following questions:

1. *For what person, persons, or organization are you recommending to have Alamo Colleges property named?*

2. *What criteria, based on Policy C.2.3, are met by the honoree(s) that merit naming? Please be as specific and detailed as possible, citing the specific criteria set forth in Policy C.2.3 (use additional pages if needed).*

3. *What Alamo Colleges' property are you recommending be named for the person, persons, or organization you are recommending (include campus, if applicable, and street address)?*

Submit this form confidentially to the college president for property located at a college site, or to the chancellor for property not located at a college site. The Board of Trustees is the only entity with the authority to approve the naming of any Alamo Colleges property, and reserves the right to accept or reject naming proposals.

Submitted by:

Type or Print Name:

If representing a group, indicate the group:

Contact telephone number: Alternate number:

Contact email address:

Contact mailing address:

Signature	Date submitted