

2.8 Policy for Renaming Academic Units

2.81 Renaming to Modify Description of Scope of Academic Unit

The renaming of academic units (departments, interdepartmental and interdisciplinary programs, schools, or colleges) [to modify description of the academic fields encompassed by the unit](#) is an academic activity that is part of university governance shared by faculty and administration. Renaming is carried out via a multi-step process involving discussion, planning, and review.

2.8.1.1 Discussion and Planning

The decision to begin the process of renaming an academic unit can be made by the faculty in the unit or the administrator (dean, senior vice president and provost, president) who is responsible for the unit. The goal in planning a renaming is to develop a rationale for the proposed name change and to seek input from appropriate stakeholders. The proposed renaming plan will include a suggested new name and a justification supporting the change. In the spirit of shared governance, substantial effort shall be made to include all members of the affected unit in the planning process.

2.8.1.2 Faculty Evaluation and Vote

The proposed renaming plan will be reviewed by the faculty in the affected unit and the faculty review of the plan will conclude with a vote on whether or not to recommend the name change. If the majority faculty vote is no, the plan will not go forward. If the plan involves renaming a department or school, the administrator of the unit will present the plan along with the positive vote of the faculty to the dean for consideration. The dean will add his or her recommendation and submit the plan (including the positive faculty vote) to the senior vice president and provost. If the plan involves renaming a college, the dean will submit the plan with the positive vote of the college faculty to the senior vice president and provost.

2.8.1.3 Review by Senior Vice President and Provost

After reviewing the plan and recommendation of the dean, the senior vice president and provost may take one of the following actions:

- **Return Plan to College**
The senior vice president and provost may send the plan back to the college for further review and/or revision.
- **Reject Plan**
The senior vice president and provost may reject the plan and terminate the process, leaving the existing name in place.
- **Submit Plan to Faculty Senate**
The senior vice president and provost may submit the plan to the Faculty Senate for a review with a recommendation that it be approved.

2.8.1.4 Review by Faculty Senate

The Faculty Senate will review the plan as submitted by the senior vice president and provost. The Senate's review may include discussions with the faculty and/or administrators in the unit. The Senate may request further information and/or clarification from the senior vice president and provost about the plan and about his or her recommendation. The Senate's review will conclude with an advisory vote and recommendation to the president.

2.8.1.5 Review by President

After reviewing the plan and the recommendation of the Faculty Senate, the president may pass the recommendation on to the Board of Regents for final approval or may reject the plan.

2.8.2 Renaming to Reflect a Philanthropic Gift

Appending a name to an academic unit as a result of a philanthropic gift is within the purview of the President of Iowa State University. The faculty of the unit will be informed of and provide advice to the President prior to the naming or renaming of the unit. That advisory process respects the confidential and time sensitive nature of discussions and negotiations associated with the request, acceptance, and stewardship of a major philanthropic gift to the university. In addition, the naming or renaming process shall be consistent with other policies of the Board of Regents, Iowa State University Foundation, and Iowa State University.