

## Building Naming Process:

1. College Council designates a person (College President, Chair of the Council, or designee) to send out an email to ~~everyone~~ the college community, inviting suggestions for the building name. Respondents should take the following into consideration when proposing names, taking the following in consideration:
  - Functions to be housed in the building
  - Consistency with the names of other buildings on campus
2. After the deadline date for accepting suggestions, College Council develops a short list of the suggestions.
3. A second email is sent to ~~everyone~~ the college community with the building name choices, People are given ~~with~~ the opportunity to ~~indicate a person's selection~~ vote on their preferred name.
4. Results of voting (from #3 above) ~~are~~ will be discussed in College Council. Final selection is made by College Council, with the approval of the College President.
5. ~~The recommended building name is submitted to the Chancellor/Governing Board for approval~~ A third email is sent out announcing the name of the building.