



RHODES UNIVERSITY

Grahamstown • 6140 • South Africa

POLICY ON NAMING AND RENAMING BUILDINGS, FACILITIES AND ACADEMIC UNITS AND STRUCTURES

Policy Volume	Academic Faculty and Students
Policy Chapter	Registrar's Division
Responsible Committee/Unit/Division/Faculty	Naming Committee of Senate
Responsible Chairperson/Director/Manager	Registrar
Dates of First and Subsequent Council Approvals	First approval – 28 August 2009. Approved: 27 November 2019
Policy Approval Pathways (e.g. committee, Senex, Senate, Council)	Faculty board, Senex, Senate, Council
Revision History: Approved Reviews	First version – 30 July 2013, Second revision June 2018
Review Cycle (e.g. every 2/5/7 years etc)	Every 3 years
Next Review Date	June 2022

1. POLICY PARTICULARS

1.1. Policy Title	POLICY ON NAMING AND RENAMING BUILDINGS, FACILITIES AND ACADEMIC UNITS AND STRUCTURES
1.2. Policy Statement	Rhodes University is committed to naming processes that are in accordance with the University's vision and mission in support of human rights and the rejection of all forms of unfair discrimination, and are compatible with the values of human dignity, non-racialism and non-sexism as enshrined in the South African Constitution as well as embracing diversity. Wherever possible, names should promote the redress of past imbalances and a celebration of the cultural identity and geographical location of the University within Africa, South Africa and the Eastern Cape. With regard to existing names, the University commits itself to review existing names, keeping open the possibility of names being changed in accordance with the principles outlined above.
1.3. Reason for Policy	
1.4. Policy Objective/s	<p>1.4.1 With regard to NAMING:</p> <p>This policy aims to ensure that:</p> <p>1.4.1.1 All new names are in fundamental accord with the vision and mission of Rhodes University, in terms of the University's commitment to the development of shared values embracing basic human and civil rights, acknowledgement of and sensitivity to the problems created by apartheid, rejection of unfair discrimination and support for appropriate corrective measures to redress past imbalances.</p> <p>1.4.1.2 All new names are compatible with the founding values of the South African Constitution, including human dignity, the advancement of equality, human rights and freedoms, non-racialism, non-sexism, accountability, responsiveness and openness.</p> <p>1.4.1.3 Effort is made to choose names emphasising the University's African identity and reflecting its particular location in the Eastern Cape, including the use of names from local and indigenous languages..</p> <p>1.4.1.4 Caution is exercised with regard to the use of the names of living persons, which normally should be avoided.</p> <p>1.4.1.5 Social responsibility and reputation, in accordance with the vision and mission of Rhodes University and with constitutional values, are criteria for consideration with regard to the use of names of donors.</p> <p>1.4.1.6 Names that might be regarded as an advertisement for a particular commercial product or service are generally avoided.</p> <p>1.4.1.7 Effort is made to choose names which are likely to inspire the occupants, users or members of the particular entity to be named. Such names might be those of inspirational and/or renowned historical figures, with due caution to be exercised in these cases, and words denoting significant values associated with human rights or social or cultural upliftment.</p> <p>1.4.1.8 No categories of names are excluded, provided they comply with the principles listed above. For instance, the names of indigenous flora or local geographical landmarks might be used.</p> <p>1.4.1.9 Care is taken to avoid names likely to cause offense or sow division.</p>

	<p>1.4.1.10 Members of a new residence are given the option of naming the residence which should not be named until the students concerned have been living in the residence for at least one semester.</p> <p>1.4.2 With regard to RENAMING:</p> <p>This policy aims to ensure that:</p> <p>1.4.2.1 Existing names, particularly of residences and halls, are subject to a process of internal reflection and review, in the light of the objectives as listed.</p> <p>1.4.2.2 Renaming processes are determined in the first instance by the primary occupants or users of the entities to be renamed, and not centrally prescribed.</p> <p>1.4.2.3 Renaming processes are undertaken with sensitivity to the views of different constituencies, particularly those sectors of the University most directly associated with the names in question.</p> <p>1.4.2.4 Consideration is given to possible renaming in the case of the following categories: : <ul style="list-style-type: none"> i) names that are empty of any obvious meaning or historical or cultural significance; ii) duplicated names in cases where names are shared by houses and halls; iii) potentially contentious names, especially those associated with colonialism, segregation and apartheid. </p> <p>1.4.2.5 To maintain some continuity of campus identity across generations of students, a maximum of three (3) renaming may occur in each calendar year.</p> <p>1.4.2.6 New names should normally have the opportunity to be accepted and embraced by new generations of students, and this cannot happen unless a name remains for an extended period of time. A name, once chosen and accepted, may only be changed after 25 or more years have passed. A proposal for a name change before 25 years have elapsed will only be considered if new information comes to light which makes association with a particular name questionable.</p>
1.5. People affected by this Policy	All University staff and students
1.6. Who should read this Policy	All University staff and students
1.7. Implementers of this Policy	Naming Committee
1.8. Website address/link for this Policy	

2. RELATED DOCUMENTS FORMS AND TOOLS

Relevant Legislation
The Constitution of the Republic of South Africa, Higher Education Act No. 101 Of 1997 as amended
Related Policies
Related Protocols

Forms and Tools [do we include/list the flow chart to assist with the application process and other documents here?]
E.g. Policy template for the policy itself. Documents pertaining to procedures for implementation, as well as monitoring and evaluation of the policy.

3. POLICY DEFINITIONS

No	TERM	DEFINITION
3.1.	Policy	A statement outlining an expectation of behaviour pertaining to certain activities or matters set out in relevant legislation and approved at the University's senior levels of governance: Council and Council Committees, Senate and Senate Committees.
3.2.	Procedures/Protocols	Procedures are written documents providing specific "how to" information and will be developed by the office responsible for the administration of a policy. Procedures and protocols are developed through a process similar to the institutional policy approval process.

4. PRINCIPLES GOVERNING THIS POLICY

OVERVIEW
The Policy is enshrined in the following principles:
4.1. Human Dignity
4.2. Non-racialism
4.3. Non-sexism
4.4. Diversity

5. DIRECTIVES FOR IMPLEMENTING THIS POLICY

5.1. The Naming Committee, constituted as a joint committee of Senate and Council, with representation from all sectors of the University community, is tasked with policy implementation.
5.2. Proposals to name or rename buildings, facilities, units or structures within the University may only be formulated by recognized structures and entities within the University.
5.3. The body initiating a proposal should normally have a close connection with the entity that is to be named or renamed, although other bodies are not precluded from making proposals. For instance, the appropriate body to initiate a proposal for a residence would be the house committee of that residence, which would in turn pass the proposal to the Board of Residences. In the case of departmental chairs, units, academic buildings, lecture theatres, or seminar rooms, the proposal should go from the department concerned to the appropriate faculty.

5.4. When proposals arise directly from a donation or benefaction, the most appropriate entity to initiate the process would be either the Office of the Vice-Chancellor, or the Communications and Advancement Division. These bodies may, in consultation with the donor or benefactor, decide to not initiate a renaming process.

5.5. The intention to name / rename should be circulated at least two weeks prior to a Naming Committee meeting. Those proposing the name / renaming are responsible for ensuring that the application is distributed as broadly as possible, ensuring a wide consultation process.

6. ROLES AND RESPONSIBILITIES

ROLE	RESPONSIBILITY
ROLE 1	To receive and consider proposals for the naming of buildings, facilities, academic units and structures; if necessary, to refer proposals back to the proposer for reconsideration; and to make recommendations to the Institutional Forum, Senate and Council.
ROLE 2	When considering names, cognisance should be taken of the linguistic landscape of the campus in its entirety with sensitivity to the historical and transformational context.
ROLE 3	To strive for consensus among its members in making recommendations, with sensitivity to opinion within the broader University community.
ROLE 4	To annually maintain and review a reference list of potential names that accord with the principles of the Naming Policy and to invite people to suggest such names to the Committee.

7. CONTACTS

Area of Concern	Division/Faculty/Department	Telephone	Email
Clarity of policy prescripts	Office of Registrar	+27 (0) 46 603 8101	m.appollis@ru.ac.za
Policy template	Institutional Planning Unit (IPU)	+27 (0) 46 603 7713	p.chinomona@ru.ac.za

8. POLICY REVIEW PROCEDURE

8.1. The Naming Committee shall review the Policy every three years.

8.2. Any proposed changes to the Policy shall be referred to Senate and Council for approval.

Communication of the review process

9. POLICY CONTEXT: RELEVANT DOCUMENTS CITED/CONSULTED/ADOPTED

1	The Constitution of the Republic of South Africa
2	Higher Education Act No. 101 Of 1997 as amended

LIST OF APPENDICES