



**EAST AFRICAN
CHRISTIAN COLLEGE
RWANDA**

EAST AFRICAN CHRISTIAN COLLEGE (EACC)

MASAKA CAMPUS

P.O.BOX 4129 KIGALI

RWANDA

NAMING POLICY

KIGALI, MARCH, 2023

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1. PURPOSE OF THE POLICY

The purpose of this policy is to provide guidelines for naming various items of the College's infrastructure as well as curricular and extra-curricular initiatives

2. VISION OF EACC

To be a leading international Christ-centered College that fosters knowledge, faith, ethics and service through excellent academic and research programs

3. MISSION OF EACC

To equip servant leaders for the church and the community and produce professional graduates of character and commitment that will serve as agents of transformation.

4. NAMING COMMITTEE

(a) The naming committee shall consist of 5 members appointed from the College Senate and Board of Management. The following offices shall be considered when appointing the committee

- (i) Deputy Principal-Administration and Finance (chair)
- (ii) Public Relations officer (Secretary)
- (iii) 1 Faculty Dean (member)
- (iv) Academic Registrar (member)
- (v) College Librarian (member)

(b) The terms of reference for the naming committee shall include the following:

- (i) Make a call for proposal of names or circulate proposed names to the EACC community
- (ii) Vet proposed names in accordance with the naming policy
- (iii) Submit the names to Senior Management for approval
- (iv) Review the naming policy after every 6 years

5. NAMING REGULATIONS

- (i) Names of persons still in active association with the College or who might become associated with the College in future should not be considered to avoid conflict of interest.
- (ii) All persons or organizations named must be consulted for written consent
- (iii) When the proposal involves the use of a name of a deceased person the next of kin will be approached for consent
- (iv) The name of the project/ item to be named shall be sought at the conception stage
- (v) The naming committee shall shortlist two names proposed by the EACC community
- (vi) The College senate shall approve one of the two names

- (vii) The approved name shall be forwarded to the College council for approval

6. TYPES OF NAMES

- (a) The names given shall be either functional or honorary/commemorative and consistent with the College's vision, mission, and core values.
- (b) Functional names describe the use or purpose of the named phenomena e.g.
 - (i) Biblical names for roads and walkways to maintain the Christian Heritage of EACC e.g King David access road
 - (ii) Major service offered in a facility e.g. Theology building
 - (iii) Historical issues or physical location of the site e.g. Riverside farm
- (c) Honorary/commemorative names are those given after individuals or organizations using the following criteria;
 - (i) The person is of high academic eminence and has made an outstanding contribution to his or her field of study which is offered at EACC.
 - (ii) The person has gained distinction in the area related to the intended use of the building
 - (iii) The person has made an outstanding contribution to the development of the College and merits recognition in EACC's history
 - (iv) The individual is a major benefactor who has donated not less than 25% of the total cost of the project to be named
 - (v) The individual is a celebrity of national and or international stature whose name may lend prestige and status to the College
 - (vi) An organization that has contributed not less than 50% of the total cost of the building

7. ITEMS TO BE NAMED

The items to which this policy applies include but are not limited to:

- (a) Buildings
- (b) Libraries and library collections
- (c) Lecture theatres
- (d) laboratories
- (e) Seminar rooms
- (f) Common rooms
- (g) Hostels
- (h) Chapels
- (i) Building foyers
- (j) Extended wings of buildings
- (k) Internal roads
- (l) Walkways

- (m) Sports fields
- (n) Gardens
- (o) Outdoor spaces
- (p) Gates/entrances
- (q) Academic chairs
- (r) Campuses
- (s) Institutes/research centers
- (t) Endowment funds
- (u) Scholarships
- (v) Prizes and awards

8. DURATION OF NAME

Names of physical amenities such as buildings, roads, gardens, etc may be replaced only under special circumstances such as:

- (i) Where the bearer of the name used comes into disrepute that adversely affects the image of the College
- (ii) Where the building is demolished or substantially changed in function and design
- (iii) When the agreed period of the naming right has come to an end or when the name becomes irrelevant eg when the scholarship/award funds are no longer forthcoming
- (iv) The College Senior Management has the right to cancel the name when necessary.

9. REVIEW THE POLICY

The policy shall be reviewed after every 5 years.

Approved by College Senate and Senior Management Committee

1. Secretary of the Academic Senate:

Signed by _____ Date _____

2. PRINCIPAL and Chairman

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Signed by _____ Date _____