



Buildings Naming and Renaming Committee
28 January 2020
Minutes – Meeting 1

Present

Professor Geraint Rees (Chair); Dr Clare Goudy; Professor Stella Bruzzi; Henry Kilworth; Marcia Jacks; Collette Lux; Fiona McClement; Professor Sara Mole; Sandy Ogundele; Professor Ijeoma Uchegbu

Apologies

Andrew Asbury; Dame Nicola Brewer; Cathy Brown; Dr Subhadra Das; Richard Jackson; Anne Moore; Dr Jennifer Rode; Professor Giorgio Savini; Professor Nigel Titchener-Hooker.

1 Welcome and introductions

Professor Geraint Rees noted that the purpose of the group was to make recommendations to the Provost in response to requests from the community to name, dename or rename buildings, rooms and equipment. He noted the importance of working collegially and with respect for opposing views.

2 TOR and membership for approval

The committee discussed and approved the terms of reference for the group, subject to the following additional suggestions for membership:

- Representative from the Gender Working Group – Anson McKay was suggested;
- Second sabbatical officer – with agreement that there should be flexibility for the sabbaticals to identify that member / send alternates if necessary;
- A representative of the Interfaith Forum
- A representative of the Institute of Advanced Studies
- Dr Caroline Bressey from Geography – as a co-opted member given her role in advising English Heritage on naming issues

Action: CG to follow up with invitations as above.

3 Forms for applications

The committee considered draft forms for proposals for naming and renaming. The following changes to the forms were noted:

- 'Buildings' should be amended to read 'buildings and spaces, centres and scholarships'
- Permission should be sought from relevant Dean **or** Director of Professional Services, in addition to the Director of Estates Strategy where necessary;
- Proposers should be asked to confirm that they have sought advice from
 - Media Relations
 - Relevant equalities groups
 - The wider academic community where a proposal is discipline-related
 - Professional Services community, where relevant
 - Students' Union UCL
 - Alumni team, where proposal may have significant reputational issues
 - CAM for guidance on branding

- Space for the current name (where relevant) and the proposed new name (including abbreviations) should be provided, together with room numbers or building address
- Space for details of any conflicts of interest on the part of the proposer or the seconder (ordinarily to be the Head of Department or similar role)

It was agreed that committee members would be expected to recuse themselves if they considered they had a conflict of interest, and that the Chair could ask members to recuse themselves in such circumstances.

The following points of process were discussed and agreed:

- Guidance for applicants will be developed and made available via the web;
- The deadline for receipt of proposals for consideration will be set a month in advance of the meeting;
- Papers will be circulated at least a week in advance.

The committee agreed in principle that Chair's action would be appropriate in exceptional cases where a decision was needed urgently.

Action: Secretary to draw up guidance for discussion and approval by circulation.

4 Proposal: Centre for the Study of Race and Racialisation

The committee considered a proposal to name UCL's Centre for the Study of Race and Racialisation after Sarah Remond Parker. It was noted that her primary affiliation was with Bedford and Royal Holloway Colleges, rather than UCL. Those present strongly supported the proposal and agreed in principle, subject to the following:

- Clarity on the proposed name, and its alignment with brand guidelines on the inclusion of UCL in the formal name;
- Confirmation from two external scholars that there are no significant reputational risks involved in adopting this name;
- Confirmation from records / archives of any link with UCL. If none is identified, it was agreed that the name was appropriate on the basis of her link to the University of London and in the historical context of relationships between colleges;

The committee also noted that individual is not generally well known and suggested that the proposer may wish to consider how to ensure that it is clear what the centre's remit is.

Action: Chair to write to proposer to confirm committee's position and request additional information. Following receipt, Chair to confirm recommendation to Provost in time for the Centre launch in March unless further information highlights significant issues.

5 For discussion: Naming following death-in-service or death of former staff or student

The committee considered the principle of naming buildings, spaces or equipment after members of staff who have recently died in service, or following retirement, or after deceased students. Those present agreed that it would be important to ensure that circumstances were exceptional to ensure that naming of spaces remained highly prestigious. The committee agreed that:

- No space or piece of equipment should normally be named after a former member of staff within ten years of their death; this is to ensure that the memorialisation reflects their achievements, rather than the esteem in which they were held by colleagues;
- Proposals should focus on their contribution beyond UCL
- Other options for memorialising former colleagues should be highlighted for staff – e.g benches on campus or in the locality

Action: CG to draw up guidance for colleagues on this issue, and investigate our policy on the use of benches so that this can be more widely publicised.

6 Date of next meeting

The next meeting of the Committee will take place on 14 May 2020.