

## SOLANO COMMUNITY COLLEGE DISTRICT

### BUILDING DEDICATION PLAQUES

1140

**POLICY:** The Solano Community College District Governing Board recognizes the value of appropriate plaques installed in district facilities as a means of acquainting students and the general public with the history of a particular building. Naming of buildings in honor of individuals, groups or organizations who have made substantial contributions to the well-being of the community is seen as a means of honoring such individuals, and as a way to acquaint students and the general public with the outstanding works of others. Building plaques are to be placed on buildings to recognize the Governing Board members involved in the building groundbreaking and building opening.

Building Plaque Location: Building plaques are to be located on the exterior of the building near the main entrance. The plaque should be sized to complement its surroundings.

Names and Dates on Building Plaques: In keeping with the practice to recognize elected officials and other members of the Board, plaques installed on new construction projects will contain the following information:

1. Name of school district
2. Name of building. If the building is named after a person, another plaque containing a brief biography of that person will be hung in an appropriate place.
3. Year of construction (the year in which groundbreaking occurs)
4. Dedication date (the date the building opens)
5. Names of the following Board members on the Board at the time of dedication as reflected in the Board minutes:
  - President
  - Vice-president
  - Members (alphabetical order)
  - Secretary of the Board (Superintendent/President)
6. Names of the following Board members on the Board when related bond construction measure was passed or other funding sources for building construction were received as reflected in Board minutes.
  - President
  - Vice-president
  - Members (alphabetical order)
  - Secretary of the Board (Superintendent/President)

7. Name of architect
8. Name of contractor

**REFERENCES/**

**AUTHORITY:** Solano Community College District Governing Board

**ADOPTED:** June 16, 2010

**REVISED:** March 29, 2022

**REVIEWED:** April 21, 2010