



## **Policy for Memorials, Tributes and Recognition Activities**

Administrative Division: Campus Ministry

Responsible Unit: Campus Ministry

Contact: Father Joseph Farias, [jfarias@steu.edu](mailto:jfarias@steu.edu)

Who Should Read this Policy: All faculty, staff and students

Effective Date: 7/1/2022

---

### The Policy

The Institution acknowledges that unexpected and expected tragedies occur and affect members of the campus community. Celebrations of life, memorial masses and candlelight services are just one way the campus honors the memory of those who have died. Individuals interested in honoring the memory of a loved one should contact Campus Ministry. Individuals who staff Campus Ministry are professionally prepared to support the needs of members of the community who are grieving loss.

In general and in fairness to all constituencies, permanent memorials for individuals affiliated with the Institution (faculty, staff, alumnae/l, volunteers, trustees, donors or family members thereof) are not permitted.

In situations where the grieving members of the community wish to propose an activity different from those identified above, the proposal is to be presented to the appropriate area Vice President. The Vice President will be responsible for seeking final approval from the full Cabinet before any action takes place. To ensure equity across campus constituencies, the Cabinet reserves the right to reject or modify the proposed activity or event.

Please see the Death of a Student or Employee Policy and Posthumous Degree Policy for activities related to student deaths. Activities related to the death of an employee will be directed by the President.

Policy History

Date	Description (Review, Revision, Approval)	Approved/Reviewed By	Effective Date
12/6/2022	Review	Policy Taskforce	7/1/2022

Policy Location(s)

Provide URL when applicable

- President's Office
- Campus Ministry
- <https://my.steu.edu/policies>