

Policy History
<b>Policy No.</b> BP3
<b>Approving Jurisdiction:</b> President
<b>Administrative Responsibility:</b> President
<b>Effective Date:</b> July 22, 2010

## Public Art Procedure

### DEFINITIONS

- Accession:** An item added to a collection.
- Acquisition:** Something that has been purchased or a donation received by the University.
- Appraisal:** A formal estimate of the fair market value of an object carried out by a qualified appraiser.
- Collection:** An organized group of related objects.
- Deaccession:** The process of permanently removing an object or collection from an art collection. The deaccession process includes formally reviewing, approving and recording the removal. Deaccession is followed by disposition.
- Disposition:** The appropriate disposal of the object or collection by a formal transfer to another owner or by deliberately destroying and discarding it.
- Donation:** A voluntary transfer of property of value for which the donor expects and receives nothing in return other than a tax receipt. The term “gift” may be used interchangeably with “donation”.
- Exhibition:** A public display, usually for a limited period, of a collection of works of art or objects of special interest
- Public Art Committee:** A standing Committee reporting to the President. The Committee reviews all acquisitions, exhibitions and decisions relating to all art objects in accordance with the Public Art Policy for the University’s art collection.

## **PROCEDURES**

The following is an informal record of the information that will be included in the “Procedures” section of this document. The Procedures section will be completed when the Public Art Committee is formed.

1. Terms of Reference for the Public Art Committee (available)
2. Guidelines for Art Acquisition (partially available)
3. Guidelines for Art Exhibition (partially available)
4. Appraisal and Insurance Procedures (not available)
5. Inventory and Inspection Procedures (not available)
6. Guidelines for Deaccession and Disposal (partially available)

## **RELATED POLICY**

Refer to BP3 *Public Art Policy*