

 UNIVERSITY OF DENVER	UNIVERSITY OF DENVER POLICY MANUAL WORKS OF ART, COLLECTIONS, ACCEPTANCE, & DISPLAY	
<p>Responsible Department: Office of the Provost Recommended By: Provost and Executive Vice Chancellor, SVC Business and Financial Affairs, Director of Vicki Myhren Gallery and Curator of University Art Collections, Senior Vice Chancellor for Advancement Approved By: Chancellor</p>	<p>Policy Number PROV 2.30.055</p>	<p>Effective Date 9/12/2022</p>

I. INTRODUCTION

The University acquires and manages a wide variety of Works of Art, which includes individual objects and collections. These are intended to enhance the academic and life-long learning experiences of students, faculty, staff, and the general public. These objects bring University and community audiences together through shared experiences with art and possess the potential to educate, enlighten, and inspire.

The University’s art holdings will generally be considered as belonging to one of two categories: 1) artwork of general interest, valued primarily as ornaments for the University’s buildings and grounds; or 2) those artworks deemed to be of sufficient artistic, scholarly, or financial value to justify inclusion in the formal University Art Collections.

II. POLICY OVERVIEW

- A.** To establish guidelines for the University’s decision-making authority and stewardship responsibility related to the acceptance, procurement, creation, display, maintenance, security, storage, and disposal of Works of Art and collections.
- B.** This Policy pertains to all University-owned artistic items, in any location, including outdoors (e.g., sculptures, landscape features), building exteriors, indoor spaces, and common use areas. This Policy extends to individual offices and departmental dedicated space where University-owned artistic property is displayed, stored, or desired. This Policy also extends to donated and loaned artistic items from other sources (including museums, private collection, etc.) intended for use and display on University premises. Notwithstanding the foregoing, this Policy does not apply to materials that are, or become, part of the University Libraries collections.

- C. The University will accept, manage, maintain, and/or display Works of Art upon the approval of the Chancellor or the Chancellor's designee, and with the input and advice of the Art Collection Advisory Committee. The University shall establish guidelines and procedures related to such acceptance, maintenance, management, and display of Works of Art and related to the responsibilities of Art Collection Advisory Committee.

III. PROCESS OVERVIEW

A. Art Collection Advisory Committee

Under direction of the Director of Vicki Myhren Gallery and Curator of University Art Collections, the Art Collection Advisory Committee shall assist the University in the development and management of the University's art collection. The Committee will also serve as an advisory group to University senior leadership and various functional departments on topics related to Works of Art.

The Committee shall be comprised of University stakeholders and external professionals from the local and regional art community.

The Art Collection Advisory Committee will develop guidelines and recommendations for University leadership and responsible departments regarding the acquisition, maintenance, display, and other management of the University art collections. Those guidelines should consider:

1. appropriateness for the Collection;
2. compliance with ethical standards;
3. cost-benefit considerations, including the current condition of the object(s) and future conservation needs and the University's capacity to properly store and care for the object(s);
4. prior research available on the object;
5. disposition of de-accessioned Items;
6. potential for current or future engagement by students, faculty, and the University community;
7. inclusiveness and diversity;
8. consistency with the University's educational mission; and
9. other appropriate factors that are unique to the particular Works of Art, as determined by the Art Collection Advisory Committee or

responsible University administrators.

B. Acquisition Process

The acquisition of Works of Art will be subject to an approval process that considers factors similar to those evaluated in the capital construction and renovation projects process. The appropriate University departments and stakeholders to be involved in the analysis regarding individual pieces or collections shall make up the Art Collection Advisory Committee (“Committee”), and may include representatives from departments across the University with expertise in art, museums, and collecting as well as University staff from advancement, risk, legal, marketing, buildings and grounds, and facilities.

The Committee shall report to the Chancellor the results of their evaluation and recommend any appropriate actions that should be taken related to the acquisition, management, maintenance, or display of any Works of Art.

C. Deaccessioning

1. While disposal of objects from all University collections requires exceptional consideration, only works in the main (accessioned) collection fall under this Policy governing deaccession.
2. Although no objects are accepted into the University’s Art Collections with a view to immediate sale, through time it may become necessary to consider discarding some objects because of condition, or selling them because they are no longer considered appropriate for use on the campus. In all cases, both legal requirements and the wishes of the donor as stated in correspondence, deed of gift, or other legal document will be respected and Advancement will be consulted.
3. All recommendations for deaccessioning will be made by the Art Collection Advisory Committee for the University Art Collections, upon the proposal of the Curator of University Art Collections.
4. The sale, disposal, or repatriation of collection objects is subject to established policies, federal and state laws, and the ethical guidelines set forth by the Association of Academic Museums and Galleries (AAMG), Association of Art Museum Directors (AAMD), and the American Alliance of Museums (AAM).
5. Preferred methods of disposal are sale through publicly advertised auction; sale, transfer to, or exchange with another public institution; and sale or exchange to or through a reputable, established dealer. For works of little to no monetary or historical value; majority vote by the Art Collection Advisory Committee will carry and disposal will be

at the Curator's discretion.

6. No disposal method will take place that will create a conflict of interest for the University Art Collections.
7. Any proceeds realized through the sale of objects deaccessioned from the University Art Collections will be restricted to the use of new acquisitions.

D. Risk Management and Security

The University Art Collections are insured under the University's comprehensive fine arts policy. In the interest of good risk management, all damage or loss must be immediately reported to the Curator of University Art Collections who will report to Campus Safety. A written report will be filed with the Curator of University Art Collections. Photographs of any damage will be taken immediately after damage is reported. *See also University Policy SAFE 7.10.062 – Reporting and Investigating Misuse or Theft of University Assets.*

IV. DEFINITIONS

- A. **"University Premises"** includes, but is not limited to, all indoor and outdoor common and educational areas, all University owned, leased, or operated facilities, University owned or operated housing (including but not limited to University property leased to University-recognized fraternities and sororities), campus sidewalks, campus parking lots, recreational areas, outdoor stadiums, and University owned or leased vehicles (regardless of location). University Premises does not include municipal property that goes through or is adjacent to campus, such as sidewalks or alleys.
- B. **"Works of Art"** – Original and unique creations in visual media produced by or under the control of practitioners generally recognized by their peers and critics as professional artists, accessible to the public including, but not limited to:
 - i. Two-dimensional media such as graphics, calligraphy-drawing, painting, photography, collage, and printmaking, including both portable and permanently installed work (such as murals);
 - ii. Three-dimensional, sculptural media including work in relief, in the round, assemblages, constructions, and landscape environments;
 - iii. Crafts and folk arts in clay, fiber, textiles, glass, wood, metal, stone, masonry, mosaics, and plastic;
 - iv. Building and landscape features such as grates, lights, floors, and

seating in unique or limited editions produced under the control of an artist; and

- v. Electronic media and neon works such as film, video, photo projections, and computer-generated artworks produced under the control of the artist.

Note: Objects, art, and artifacts included in the collections of the [University of Denver Museum of Anthropology](#) are not considered Works of Art subject to this Policy.

Revision Effective Date	Purpose
<i>6/28/2021</i>	<i>Minor revisions</i>
<i>9/12/2022</i>	<i>Revisions to address de-accessioning, risk of loss, and links operational guidelines</i>