

SUBJECT: UNIVERSITY ART COLLECTION

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PURPOSE: To establish guidelines for acquisition and use of the University Art Collection.

#### GENERAL POLICY

The University will acquire and maintain a permanent art collection which is supportive of the educational program of the University. The collection includes permanent public art such as the fountain mural in the quadrangle as well as the paintings and three-dimensional art associated with the Bolton Library and the University Gallery.

- I. The collection will be developed through donations and appropriate purchases from exhibitors and/or others. For those donations which are received but which are deemed inappropriate for the University Collection, every reasonable effort to properly and appropriately transfer the item to another University unit will be made. This might include but is not limited to such affiliate organizations such as the Empty Space Players, the LSUA Foundation, one of the academic departments, the Alexandria Museum of Art, or the Epps House collections. The University will reserve the right to re-evaluate donations and/or other purchases as appropriate and in keeping with gift guidelines.
- II. The collection will be primarily housed in the Bolton Library with supplemental housing in the University gallery.
- III. The collection will be catalogued according to appropriate practices and such cataloguing will be in concert with the collections owned by the Alexandria Museum of Art, a subsidiary of the LSUA Foundation.
- IV. There will be an annual inventory of the collection normally conducted in such a way as to coincide with the annual inventory of University property. The Director of Library Services will be responsible for this inventory; copies will be provided to the Executive Director of the Alexandria Museum of Art, the Vice Chancellors and Chancellor as well as to the Executive Director of the LSUA Foundation/Executive Director of Institutional Advancement. Records will be maintained by the Director of Library Services.
- V. The Director of Library Services will work with appropriate other University officials and faculty to ensure a digital inventory of the collection which will allow the integration of the LSUA Collection with that of the Louisiana State Digital Library.

- VI. The LSU Alexandria permanent art collection is primarily an instructional collection and intended for the cultural enrichment of LSUA students. Its primary use will be by appropriate members of the Fine Arts faculty in the normal conduct of their instructional duties.
- VII. As possible and where appropriate the permanent art collection will be displayed in appropriate venues on the University campus to include the Bolton Library, the University Gallery, the Multi-Purpose Academic Center, and the offices of the Chancellor and the Vice Chancellors. Art work from the University collection will not be loaned to individual faculty and/or staff for display in their offices. The Director of Library Services will establish check-out procedures for the permanent art collection which will ensure that the location of art is readily known at any given time.
- VIII. There will be an exhibit schedule at the University Gallery which shall exhibit items from the University collection. The exhibit schedule will be carefully coordinated between the Director of the University Gallery and the Director of Library Services.
- IX. As appropriate, it is anticipated that items from the permanent collection will be on exhibit at the Alexandria Museum of Art; it is also anticipated that this will be a reciprocal relationship although it must be understood that the collections of the University permanent collection are distinct from those donated to and/or owned through the Alexandria Museum of Art.
- X. The Director of Library Services, in his/her capacity as general curator of the University Art Collection, will be advised by an Art Collection Advisory Committee. The Committee will work with the Director to give general guidance as to appropriate acquisitions, appropriate policies regarding the uses of the University Art Collection and appropriate uses for the University Art Gallery. The Advisory Committee may, from time to time, be asked to offer guidance as to the appropriateness of donor requested restrictions. The composition of the Committee will be as follows:
- Director of Library Services, serving as Chair
  - Chair, Department of Arts, English and Humanities
  - Faculty member designated by the Chair, Department of Arts, English and Humanities
  - Director of the University Art Gallery or designee
  - Executive Director of the Alexandria Museum of Art or designee
  - Executive Director of the LSUA Foundation or designee