

# METROPOLITAN STATE UNIVERSITY REGULATIONS



## Artwork Contribution Policy

### **University Policy #2100**

#### Section 1. Policy

This policy provides guidelines and procedures for the acquisition of contributed artwork.

#### Section 2. Authority

This policy is issued pursuant to the operating authority granted to the president by the Minnesota State Colleges and Universities Board of Trustees, Policy 4.4.

#### Section 3. Effective Date

This policy shall become effective upon signature by the president, and shall remain in effect until modified or expressly revoked.

#### Section 4. Responsibility

Responsibility for implementation of this policy is assigned to the provost and vice president for academic affairs.

#### Section 5. Objective

As a forum of information and ideas, the university is committed to collecting artwork of various subjects, media, forms and content. Objects accessioned into Metropolitan State University's art collection should complement the university's mission, in addition to encompassing expressive, decorative and/or educational value.

#### Section 6. Implementation

At the beginning of the academic year, the below listed groups will recommend individuals to comprise the Art Exhibition Committee. Faculty, staff and student membership will occur on an annual basis.

Committee membership will be composed of the following representative groups:

| <u>GROUPS</u>             | <u>NUMBER</u> | <u>RECOMMENDED BY</u> |
|---------------------------|---------------|-----------------------|
| Students                  | 2             | Student Senate        |
| Faculty                   | 4             | IFO                   |
| Staff (academic & admin.) | 3             | President's Council   |

#### A. Art Exhibition Committee

The Art Exhibition Committee will meet, as needed, to review prospective contributions. Such criteria will include, but are not limited to, artistic merit, projected longevity of media, craftsmanship, appropriateness of subject matter for public areas, presentation techniques, and other issues related to storage, maintenance and display. This advisory group will make their recommendations to the provost and vice president for academic affairs.

B. The Metropolitan State University Foundation

Upon approval of an acquisition by the provost and vice president for academic affairs, the Art Exhibition Committee will contact the Metropolitan State University Foundation. In compliance with IRS non-profit laws, it is the responsibility of the donor to provide the Art Exhibition Committee with the market value of the artwork. The Metropolitan State University Foundation will issue a letter to the donor acknowledging their gift to the university.

C. Spatial Allocations

Every effort will be made to accommodate the preferences of the donor in terms of placement. The Art Exhibition Committee will work in cooperation with the facilities department to install the artwork and credit the donor through the presence of a plaque.

D. Ownership

The university shall have full ownership of the contributed artwork and will assume all responsibility for the care and maintenance of such property. The university reserves the right to liquidate the artwork at their discretion.

Section 7. Review

This policy is to be review on a bi-annual basis.

Section 8. Approval

Issued this 18<sup>th</sup> day of February, 2005.

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William Lowe, Provost and Vice President for Academic Affairs

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Wilson G. Bradshaw, President