

<b>Title</b>	<b>Art Collection</b>
<b>Number</b>	<b>B1006</b>
<b>Category</b>	<b>Administration</b>

## 1. PURPOSE

To identify a framework for art collection management, including acquisition, accession, de-accession, conservation, storage and display.

## 2. DEFINITIONS

**Accession** – the act of recording and processing an object so that it becomes part of the College’s permanent collection.

**Acquisition** – the act of acquiring an object so that it becomes part of the College’s permanent collection. The College may acquire objects through donation, bequest or purchase.

**Art** – objects and associations of elements by artists intended for display and contemplation by others.

**Artist** – one who has devoted study and practice to the development of conceptual and technical skills for creating objects and circumstances for display to be experienced by others.

**Artwork** – an artistic production in any medium.

**Copyright** – the sole legal right to reproduce, or allow others to reproduce, in any form, a work or parts of a work, to perform in public, or to publish an unpublished work.

**De-accession** – the process of permanently removing a work of art or collection from the College’s permanent collection.

**Disposition** – the appropriate disposal of the artwork or collection, once de-accessioned, by a formal transfer to another owner or by deliberately destroying and discarding it.

**Donation** – a voluntary transfer of artwork from an individual or organization to an institution.

**Langara College Art Review Panel (LCARP)** – an *ad hoc* committee with responsibility to review policy and potential art acquisition and de-accession.

**Pedagogical Collection** – an accumulation of artwork that is produced by artists and students and managed by the Fine Arts department for teaching purposes.

**Permanent Collection** – an accumulation of art objects formed around identified parameters or centred upon a medium or technique, a certain period or group of artists, or a subject and collected and managed by the College in accordance with respected art

collection practices.

**Public Art** – works in any medium created by artists specifically to be installed or experienced by diverse communities in the public realm.

### 3. POLICY

#### 3.1 Membership

- 3.1.1 The Vice-President, Finance and Administration will establish a Langara College Art Review Panel (LCARP) with the following composition:
- Vice-President, Finance and Administration or Designate (Chair)
  - Dean, Faculty of Arts
  - Executive Director, Langara College Foundation and Director, College Advancement
  - Two (2) faculty members from the Creative Arts Division
  - At least one and up to two (2) external volunteer art professionals.

#### 3.2 Acquisition and Accession

- 3.2.1 The College is committed to the acquisition of art and its display.
- 3.2.2 Potential purchases and donations of artwork for the Permanent Collection will be reviewed by LCARP for recommendation to the Vice-President, Finance and Administration or designate.
- 3.2.3 Within available resources, LCARP will recommend items for the Permanent Collection in a variety of media, styles, time periods and subject matter, including:
- Art by former students, employees or external individuals with significant connections to the College;
  - Art that contributes to the knowledge and understanding of the communities in which the College participates or are foundational to this place;
  - Art relevant to the College's role and mission; and
  - Contemporary and historical art by Canadian and international artists.
- 3.2.4 An accession record will be completed for each acquired work of art for the Permanent Collection.
- 3.2.5 Donations of artwork for the Permanent Collection will be recommended by the LCARP and will be processed in accordance with Langara's policies on gift acceptance.
- 3.2.6 The Permanent Collection may also include Public Art commissioned by or for the College through recognized public art processes.
- 3.2.7 A department may recommend acceptance of a donation of art to the Pedagogical Collection by students or other artists under the following

conditions:

- a tax receipt is not required but may be considered;
- accepting the donation will provide the College authority for decisions regarding the artwork and will not create an on-going financial impact;
- the receiving department accepts responsibility for storage, use, repair and disposition;
- the artwork is numbered and identified, with contact information for the artist where possible; and
- a designate of the Fine Arts Department will be responsible to maintain an inventory of all artwork in the Pedagogical Collection.

3.2.8 Artwork copyright will remain with the artist unless otherwise assigned.

3.2.9 At the time of acquisition of the artwork, the copyright holder will be asked to grant the College the right to create, reproduce and publish images of the artwork for pedagogical and promotional purposes as a condition of acquisition.

### 3.3 **Collection Management**

3.3.1 The College will establish and maintain, to the highest degree permitted by available resources, standards for the accession, records-keeping, display, storage, maintenance, conservation, transportation and handling of the Permanent Collection.

### 3.4 **De-accession and Disposal**

3.4.1 The Vice-President, Finance and Administration or delegate will seek the recommendation of the LCARP on the de-accession and disposal of artwork.

3.4.2 The following criteria and conditions will be used to determine the de-accession of artwork:

- duplicates a better example and/or is redundant;
- has deteriorated beyond reasonable repair;
- cannot be properly preserved, stored or exhibited; or
- is no longer relevant and useful to the purposes and activities of the College.

3.4.3 De-accession shall not be based on current trend or taste.

3.4.4 The College will have clear and unrestricted ownership to the artwork being considered for de-accession.

3.4.5 Any funds received from the disposal of any de-accessioned artwork will be used to support future art acquisitions or studentscholarships/bursaries.

3.4.6 Sales negotiations and terms of sale shall be the responsibility of the Vice-President, Finance and Administration.

3.4.7 Artworks to be deaccessioned will first be offered to the artist or estate, when possible.

- 3.4.8 Artwork shall not be destroyed unless an exceptional condition or reason for disposal is found to exist. The artist will be notified prior to disposal, whenever possible, and given the opportunity to purchase the work.
- 3.4.9 Disposal of artwork will adhere to cultural property legislation and comply with any legal and time restrictions.

**4. RESPONSIBILITY**

For inquiries relating to this policy, contact the Vice-President, Finance and Administration.

**5. REGULATIONS/PROCEDURES**

Permanent Art Collection Procedures

<b>History/Revision</b>	
Origination Date	February 17, 2015
Amendment Date	May 25, 2021
Next Review Date	May 25, 2024