ART COLLECTION POLICY

1 PURPOSE

The objectives of the policy are to:

1.1 Further the CQUniversity Art Collection Mission:
‘The CQUniversity Art Collection reflects, engages and inspires diverse communities’.

1.2 In furthering the mission, achieve the following aims and purposes:
   • To develop, maintain and promote a visual arts collection of national and regional significance and
     repute that is an important cultural, scholarly, research and community engagement resource for the
     University and reflects its expressed goals and policies.
   • To collect, display and promote high quality works of art by international and Australian artists; including
     works of national significance, works of significance to the Central Queensland region and works by
     artists with an important connection to CQUniversity.
   • To demonstrate the university’s commitment to and leadership in the study, patronage and advancement
     of the arts across all the communities the University serves.
   • To engage audiences and communities through sharing rich cultural experiences and inspire individuals
     to pursue educational and creative activities.

1.3 Detail Art Collection Management Functions and Procedures.

1.4 List the Major Acquisition Areas for the Art Collection.

2 SCOPE

All CQUniversity staff and organisational units must comply with this policy.

All artworks purchased by or donated to any University organisational unit shall be deemed to be the property of
CQUniversity and subject to management by the Art Collection Manager.

3 EFFECTIVE DATE 3 June 2016

4 POLICY STATEMENT

This policy provides guidelines for the acquisition, documentation, records management, exhibition and display and
promotion of the CQUniversity Art Collection to best practice museum standards. It includes itemised major areas
of collecting.

Background to the CQUniversity Art Collection

4.1 This policy is consistent with the founding art collecting principles established by the University’s
predecessor, the Capricornia Institute of Advanced Education (CIAE) in 1973, and seeks to enhance and
build upon acquisitions subsequently made from the 1970s to 2012.

4.2 The earliest founding document for the collection, a 1977 report to Council by the Capricornia Institute of
Advanced Education Art Works Acquisition Committee placed its greatest emphasis on the following
collecting principles, which are still relevant today:
   • the Capricornia Institute of Advanced Education being seen as a patron of the visual arts;
   • the scholarly value of artworks; and
• The acquisition of innovative contemporary art and crafts representing current trends and movements, that would over time develop into a collection of historic significance.

4.3 Through purchases, commissions, donations and bequests, the collection in 2016 comprised almost 900 art works valued at around $1.7 million; mainly Australian artworks dating post-1970, with a small number of international works and historic Australian works.

4.4 The art collection complements and supports the University's visual arts programs and courses and honours the artistic achievements of our students and staff, past and present. The art collection is stored in the CQUniversity Rockhampton Campus Library and is displayed in buildings across the University's campus network. Artworks are also lent occasionally to temporary exhibitions in other institutions, such as regional and university galleries, to engage national and international audiences through the sharing of art.

Collection Management

4.5 Art Collection Management Functions:
• Acquire works in accordance with the criteria set out in the Acquisitions — Major Areas of Collecting Section of this Policy below, so as to strengthen the collection, while developing a body of artworks relevant to a modern Australian university.
• Maintain the CQUniversity Art Collection asset register, database and ensure that the documentation of acquisitions, cataloguing and loans accords with accepted museum data standards.
• Promote the use of the collection for display, exhibition, research and publications, teaching and learning purposes within the University and beyond. ‘Display’ refers to the reasonable and responsible presentation of artworks in offices and public spaces of CQUniversity campuses to enhance the educational, cultural and everyday experience of students, staff and visitors, as well as to exhibitions outside the University.
• Liaise within the University, as well as with the regional, gallery and media communities, to develop relationships which will contribute to developing the collection and promoting the works to these communities. Art works may be lent to key civic organisations, such as regional galleries and university galleries, in particular for the enjoyment of audiences within the university’s multi-city campus footprint.
• Implement a long term program based on accepted museum standards for the conservation, safe storage, exhibition and transport of the collection, to maintain it in good order.

Loans and Display

4.6 Works of art from the art collection will be available for display in public areas of the University across its network of campuses (e.g. Council Room, Chancellery, libraries, reception areas, meeting rooms).

4.7 Works from the Collection will also be lent for temporary exhibition loans to public institutions (e.g. regional galleries, university galleries) on approval by the CQUniversity Art Collection Manager, subject to the borrower's agreement to the conditions specified in the CQUniversity Art Collection Loan Agreement Forms.

4.8 In line with the medium-term goals set out in the CQUniversity Art Collection: Ten-Year Collecting Plan 2012-2022, works will eventually be displayed in the University's own art gallery or art museum space, once this is established.

4.9 Collection loan requests will be made through the Art Collection Manager, who will endeavour to accommodate requests, however, the manager reserves the right to locate works in the Collection where deemed appropriate for their safe-keeping.

4.10 The Associate Vice-Chancellor or nominee will be responsible for monitoring works displayed on each Campus, and will report any changes or modifications to the location and environment conditions to the Art Collection Manager.

4.11 Works of art on display must not be moved without prior approval from the Art Collection Manager, who will manage the movement of works of art on display. The relevant campus manager will be advised of any proposals to move art works on display.

4.12 The display of privately owned works of art will be the responsibility of the individual owner.
Acquisitions

4.13 The history of the Collection, its strengths and future collecting directions, goals and strategies are set out in the CQUniversity Art Collection: 10-Year Collecting Plan 2012-2022.

4.14 The major areas of collecting are:
- Contemporary art and craft works, by international artists and Australian artists of national significance, which will enhance the art collection’s existing media, stylistic and thematic specialisation.
- Works of cultural and historical significance to the Central Queensland region.
- Works by artists with an important connection to CQUniversity.
- Portraits of persons of specific significance to the University, painted by artists whose work will enhance the existing art collection.
- Works outside criteria 1-4 (for example, works representing a new collection specialisation, historic art works, or site-specific public art, with potential either to engage students, staff or the University’s communities; or to aesthetically enhance a public area of the university, or to be a teaching, learning or research resource.

4.15 Art works shall be recommended for acquisition in accordance with museum best practice, as set out in Significance 2.0: a guide to assessing the significance of collections (Collections Council of Australia, 2009)

4.16 The Art Collection Manager shall prepare an Acquisition Submission for the Vice-Chancellor’s consideration. This should present an assessment of the art work and a reasoned judgement of its significance - its values, meaning and how and why it is important for the university and its communities.

4.17 One or more of the following primary criteria apply when assessing an art work’s significance:
- the historic value;
- artistic or aesthetic value;
- scientific or research potential; and
- social or spiritual values of the art work.

4.18 The following additional comparative criteria apply when evaluating the degree of significance. These are modifiers of the main criteria:
- Provenance (the history of ownership) - clear legal title is required for all art works permanently acquired;
- Rarity or representativeness (whether it is unique, unusual, a good example, typical or characteristic of its type);
- Condition or completeness (whether it is in good condition, is intact or complete, or in its original, unrestored condition); and
- Interpretative capacity (its relevance to the university’s mission, art collection policy and programs; or usefulness to interpret aspects of place or historical or cultural context).

4.19 In addition to the above general principles and criteria, the following factors shall also be considered in accepting acquisitions:
- the purchase price represents fair value and is reasonable;
- a similar art work does not already exist within the collection or is not available by gift or bequest;
- If a donation, the art work is within the collection policy guidelines; the donor has legal title to the work which is transferred totally to the University; and the donation is not encumbered by any unusual conditions.

Deaccessioning

4.20 Art works shall be recommended for deaccessioning in accordance with the CQUniversity Asset Disposal Policy and best museum practice, as for example in Simpsons Lawyers, Collections Law: 8. Deaccessioning of Material from the Collection.

4.21 Deaccessioning and disposal are separate acts. Deaccessioning is the administrative process whereby an art work is removed from a collection. While institutions with large collections consider it a part of collection
management, it requires tact, careful consideration and open communication with the community to maintain goodwill.

4.22 Disposal is the physical act of disposing of the object, the most common forms being sale or donation to another public collection or non-profit community organisation, sale through an auction house, donation to the artist of the work, or destruction.

Deaccessioning Submission

4.23 The Art Collection Manager shall prepare a Deaccession Submission for the consideration of the Vice-Chancellor, who will make the decision whether to dispose of the object and its method of disposal. The submission will include:
- accession number and description;
- provenance;
- advice on legal status of art work;
- assessment of significance;
- criteria for deaccession;
- any additional information regarding value, etc;
- recommended method of disposal.

Criteria for Deaccessioning

4.24 The criteria for deaccessioning may include, but are not limited to, the following reasons:
- irrelevance to the Art Collection Policy;
- low artistic merit;
- the object is a duplicate;
- the object is a reproduction;
- theft, or loss, damage or serious deterioration in condition;
- repatriation of the object to the Aboriginal, Torres Strait islander, or other community group from which it came;
- absence of clear legal title.

‘Cooling-Off Period’ and Disposal

4.25 Upon receipt of the written approval of the Vice-Chancellor, place art work in a ‘Deaccessioned Items’ area of the collection store for a ‘cooling off period’ of at least 12 months, to allow any further information to come to light, such as relevance, value, provenance, etc. During this time, act on the recommendation for method of disposal by contacting donors, other institutions, etc.

4.26 After the cooling off period, dispose of the object according to the recommendation. Deaccessioned works may not be acquired by CQUinity staff and any funds raised should be used solely for the benefit of the collection. Advise Financial Services Directorate staff of the disposal of the art work (in accordance with CQUinity Asset Disposal Policy).

4.27 Remove the art work from collection records, but record in the accession register its deaccessioning and develop a file, register or database of deaccessioned items, with a photograph, for future reference.

Cultural Gifts Program

4.28 Gifts of artworks which are relevant to the Art Collection Policy may be accepted for the Art Collection under the Australian Government’s Cultural Gifts Program. A Gift Fund for gifts of money is not maintained for the Art Collection.

4.29 Any gifts of artworks for the Art Collection are used only for Art Collection purposes.

4.30 If a fund (if any), authority (the Art Collection) or institution (Central Queensland University) is wound up or if the endorsement (if any) of the Art Collection or Central Queensland university as a deductible gift recipient
for the operation of a fund, authority or institution is revoked, any surplus assets of a gift fund remaining after
the payment of liabilities attributable to it, shall be transferred to a fund, authority or institution to which
income tax deductible gifts can be made.

4.31 Any gifts of artworks for the Art Collection will be accepted in accordance with the stipulations of the
CQUniversity Gifts and Benefits Policy and Procedure.

5 RESPONSIBILITIES

Compliance, Monitoring and Review

5.1 Management of the collection and the carrying out of the functions set out in this Policy are the responsibility
of the Art Collection Manager and monitored by the Director, Vice-Chancellor and President’s Division.

5.2 Procurement of art works and their record-keeping conforms to the University’s general finance and asset
management policies and procedures and CQUniversity Library systems.

5.3 Periodic reviews of the CQUniversity Art Collection, its Policy and its operating procedures may be initiated
by the Vice-Chancellor and President.

Implementation

5.4 Overall responsibility for the implementation of the Art Collection Policy resides with the Vice-Chancellor and
President.

5.5 Management of the art collection and the carrying out of the functions set out in this Policy are the
responsibility of the Art Collection Manager, who reports to the Director, Vice-Chancellor and President’s
Division.

6 DEFINITIONS

Art work(s): as used throughout this policy encompasses all cultural material owned by CQUniversity, including
but not limited to paintings, drawings, prints, photographs, sculpture, ceramics, woodwork, tapestries, artists’ books,
artefacts, recent modes of video and installation art and art reproductions.

7 RELATED LEGISLATION AND DOCUMENTS

Related Legislation and Supporting Documents

Russell, Roslyn & Winkworth, Kylie, *Significance 2.): a guide to assessing the significance of collections. 2nd ed.
http://arts.gov.au/resources-publications/industry-reports/significance-20


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