



**BOISE STATE UNIVERSITY**

University Policy 9090

## Collection, Management, and Public Display of University Art

---

### **Effective Date**

December 2000

### **Last Revision Date**

November 15, 2024

### **Responsible Party**

Director of University Art, University Art Curator and Collections Manager, [finearts@boisestate.edu](mailto:finearts@boisestate.edu)  
University Arts Collections Committee (UACC), [finearts@boisestate.edu](mailto:finearts@boisestate.edu)

### **Scope and Audience**

This policy applies to the University Permanent Art Collection. This policy also applies to works of art that are not owned by the University but are intended for public display in University-owned or -operated spaces through short or long-term loan agreements. This policy also applies to commissioned memorials intended to be artworks, such as statues, busts, plaques with portraiture; or representational iconography.

This policy does not apply to departmental academic art gallery exhibitions, temporary or permanent signage, landscaping, or displays intended mainly for informational or memorial purposes.

### **Additional Authority**

- Visual Artists Rights Act of 1990 (“VARA”), Pub. L. No. 101-650, 104 Stat. 5128
- University Policy 6270 (Control of University Equipment and Materials)
- University Policy 11010 (Gift Solicitation and Management)

## 1. Policy Purpose

To recommend and manage standards for the solicitation, acquisition and accession, installation and display, storage, conservation, deaccession, and loan of the University Permanent Art Collection and other works selected for public display in University-owned or -operated spaces.

## 2. Policy Statement

Boise State University encourages the acquisition and public display of quality artwork in University-owned or -operated spaces for enjoyment and appreciation, as well as research by students, faculty, staff, and the general public to further the cultural mission of the institution.

This policy outlines how the University Art Collection and loans of University art donations and collections are managed. All proposals of gifted artworks are welcomed and will be presented to the UACC. If accepted, the University Foundation will process the gift agreement on behalf of the University Permanent Art Collection.

## 3. Definitions

### 3.1 Accession

The act of formally accepting an artifact, object, artwork, or collection of items or works into the University Permanent Art Collection.

### 3.2 Deaccession

The Permanent removal of an artifact, object, or artwork or collection of items or works from the listed holdings of the University Permanent Art Collection (typically by sale, transfer, exchange, or disposal per rules governing the management of surplus of state property.) Please see University Policy 6270 and the Board of Examiners surplus property policy.

### 3.3 Long-Term Art Loan

Loaned artwork intended for display in University-owned or -operated spaces for the duration of more than one consecutive 12-month period.

### 3.4 Memorial

A physical object, project, or space that serves to preserve the memory of an individual, living or dead, or historical event and /or contribution significant to the cultural and communal advancement of the University. In the context and governance of this policy only, a memorial includes, but is not limited to any commemorative plaque or monument, which may be

temporary or permanent, monumental or intimate; any two-dimensional or three-dimensional artwork such as a portrait or bust, sculpture, and statue; any site-specific earthworks or land art project, and other civic improvements such as promenades, plaza, and courtyards that are specific to commissioned artworks.

### **3.5 Long-Term Displayed Art**

University Permanent Art Collection artwork that is displayed in University-owned or -operated spaces for the duration of more than one (1) consecutive twelve (12)- month period.

### **3.6 Public Art**

Long-term artworks in public spaces on campus, including outdoor campus spaces and interior spaces open to the public, such as lobbies, reception areas, social spaces, hallways, or similar spaces. Public Art may be large-scale monuments or small-scale and intimate. Public Art may also include memorial tributes. Public Art, in the context and governance of this University policy, does not include temporary installations for the purpose of academic, experiential learning guided by faculty pedagogies and written curricula mainly for educational or informational purposes.

### **3.7 Publicly Displayed Art**

The display of artwork in public University-owned or -operated spaces on campus, including all outdoor campus spaces and interior public spaces such as lobbies, social spaces, etc.

### **3.8 University Permanent Art Collection**

Artwork accessioned and so owned and cataloged by the University. Artwork may be on a short-term or long-term rotational display, may be stored, or may be placed on long-term public display to meet the University's cultural mission and strategic goals in University-owned or -operated spaces. Display of the collection is at the discretion of the University Art Curator and Collections Manager in cooperation with department stakeholders. Selections of the University Permanent Art Collection may be administratively managed by departmental representatives with knowledge of best practices in the conservation and storage of collection items.

## **4. Administration and Management of the University Permanent Art Collection on Campus**

- a. The University Permanent Art Collection is built through a variety of methods. Advocacy and selection of artworks can be controversial and at times, technically difficult. Decisions related to the University Permanent Art Collection on campus must consider such issues as

artistic quality, appropriateness, site context, public sensibility, durability, maintainability, safety, and cost.

- b. The University Art Collections Committee (UACC) provides recommendations related to the proposal of, acquisition, accession, location, and deaccession of University-owned artwork to the University President or designee.
- c. The Director of University Art, with the Art Curator and Collections Manager, provides administrative oversight of University-owned art collections to ensure proper cataloging, care, display, and storage.

## 5. University Art Collections Committee

### 5.1 UACC Responsibilities

- a. Review specific proposals for Public Art commission or placement, gifts of artwork and other new acquisitions, and deaccessions with the purpose of recommending to the University President approval, acceptance, suggestions for modification, or rejection.
- b. Provide leadership in furthering the presence of Public Art on campus and targeting specific location opportunities, working in cooperation with the Chief Financial and Operating Officer and Vice President for Finance and Operations or designee.
- c. Provide expertise and recommendations for public display in conjunction with the Chief Financial and Operating Officer and Vice President for Finance and Operations or designee.
- d. Establish procedures and manage the process for loaning University-owned art to University departments for display within campus buildings and offices.

### 5.2 Membership

The UACC is comprised of the following:

- Director of University Art (Committee Chair)
- Chair of the Department of Art, Design, and Visual Studies (or designee)
- University Art Curator and Collections Manager
- Dean of Arts & Sciences (or designee)

- Director of School of the Arts (or designee)
- Executive Director of Architectural and Engineering Services (or designee)
- Chief Executive Officer, University Foundation (or designee)
- Head of Special Collections and Archives, Albertsons Library
- Executive Director of Student Union Building (or designee)
- City of Boise, Director of Arts and History (or designee)
- Current Student (MFA in Art, appointed annually by the Department of Art, Design and Visual Studies)
- Non-Voting Member: Office of Idaho State Board of Education, Director of Risk Management (or designee)

## 6. Procedural Guidelines

### 6.1 Acquisition and Accession Additions

- a. Acquisition and Accession Additions to the University Permanent Art Collection may come through gifts, purchases, or commissions. The UACC makes recommendations to the University President on whether to accept gifts of art, purchase art, or commission art for the collection.
- b. When considering proposed gifts of artwork(s), the UACC shall:
  - Consider the quality and condition of the artwork(s), its relevance to the collection and its goals at Boise State, and its historical and cultural significance to the community, the region, and the history of artmaking. While the collection does not currently have a specific focus, UACC will prioritize artworks that reflect contemporary art-making practices of faculty-guided curricula.
  - Work with the Chief Financial and Operating Officer and Vice President for Finance and Operations or designee to determine if an appropriate site is available.
  - Review the artwork(s) with Campus Operations to define the costs and feasibility for installation (if artworks are accessioned for an installation), maintenance, and repair over

- the expected life of the acquisition and if designated funding is available to cover such costs.
- Consider any limiting restrictions of the proposed gift agreement and encourage granting full control and sole discretion to the University for the gift being given, subject to rights protected under the VARA that cannot be waived.
  - Consider any limiting restrictions by the artist or owner that relate to copyright ownership or licensing, restrictions on the placement or installation, length of display, or other rights implicated by the Visual Artists Rights Act of 1990, including but not limited to waiver of rights related to removal of public displays or installations in the University's discretion to meet the research and educational mission, or the operational and space needs of the University.
  - Propose through a Memorandum of Recommendation that the gift be accepted or rejected and offer a justification of reasoning.
  - Once reviewed and accepted by the University President or designee, the terms and conditions of acceptance will be delineated in a gift agreement between the donor and the University.
  - Accepted works of art will be acknowledged as gifts in accordance with procedures established by the University and the Boise State University Foundation.

## 6.2 Memorials

- a. While this policy does not apply to temporary or permanent signage, landscaping, or displays intended mainly for informational or memorial purposes, the university welcomes requests for memorials to individuals or groups associated with Boise State University. As the University seeks to improve educational access and student success, and as it seeks to advance research and creative activity, Boise State strongly encourages memorials that support learning, teaching, and research. Therefore, memorials as financial gifts that support teaching and learning, and/or research are preferred (e.g., endowing a chair, supporting a student through scholarship, staffing student positions in curatorial and museum studies, and the like).
- b. To ensure Boise State and its employees and staff act as good stewards of gifts and donations serving as memorials, this policy serves to:
  - Establish and clarify the process by which the University can openly and transparently assess and make available opportunities to erect physical monuments, memorial and

- commemorative plaques, installations, and other artifacts and material culture with the intention of honoring individuals' and groups' significant contributions to the University and its inherited or future histories;
- Identify the respective campus and community partners consulting in the design, acquisition, and siting process; and
  - Ensure that future opportunities conform to the University's Shared Values, its comprehensive Strategic Plan, and the Boise State Cultural Master Plan.
- c. This policy does not address commemorative landscaping, such as trees, bushes, and natural topographies that may showcase uncarved boulders, rock beds, and water features, as these are larger-scoped projects to improve student space on campus.
- d. All proposals for two- and three-dimensional artworks intended to serve as memorials must be reviewed and recommended for acquisition by UACC as per this policy. All proposals for Public Art or Memorials that will permanently modify a university space or facility or require professional design services prior to installation must be reviewed and recommended by UACC. Additionally, space allocations, placement, design, and installation must be performed in direct consultation with, and in accordance with any additional standard approval processes of, Campus Operations, the University Space Committee, University Advancement, and members of respective stakeholding departments.
- UACC will only consider memorials of this nature that are site-specific and must be proposed with a justification that the work is suitable for the environment in which it is proposed to be located.
  - UACC will only consider memorials of this nature that are designed in partnership with an artist/designer/engineer who will remain in consistent communication with stakeholders on campus.
- e. All proposals must be submitted to UACC for review and recommendation for acquisition.
- f. If the proposed memorial is accepted for acquisition, the commission will be administered by the Director of University Art in full cooperation with donors, Advancement, UACC, campus stakeholders, and campus partners.
- g. Design and installation must be performed in direct consultation with Campus Operations, and ad hoc members of respective stakeholding departments.

- h. The University cannot begin any efforts on commissioning and installing the memorial until the entire gift is funded, including agreed-upon installation costs and ongoing maintenance fees.
- i. This policy applies to memorial donations on Boise State property. For procedure and direction on naming opportunities of Facilities and Buildings, please see University Policy 11000 (Naming Procedures).

### 6.3 Deaccession

- a. The University Permanent Art Collection is comprised of artifacts, objects, and artworks that are believed to benefit present and future generations of students and researchers at Boise State. Though this collection is not currently housed as part of a University museum, it is guided by the same principles—preservation and education. Therefore, deaccessioning works from the University Permanent Art Collection must be a thoughtful, careful, and intentional process. Deaccessioning work(s) must serve the purpose of seeking refinement to and relevance within the University Permanent Art Collection. Deaccessioning works must be informed by thorough outreach to students, faculty, staff, and employees, as well as community members actively involved in research and learning, campus connection, and its culture of thriving and belonging.
- b. The University may consider deaccessioning artworks (and if publicly displayed, removal of the public display) from the University Permanent Art Collection for the following, but not limiting, reasons:
  - The artwork or its artist(s) no longer align with University values, meet standards of professional and artistic quality, or reflect the mission of the collection;
  - The artwork is no longer relevant or useful to the educational or research mission of the University;
  - The artwork is damaged beyond the desire, capability, or resources of the University for preservation or conservation;
  - The cost of maintenance of the artwork, whether for upkeep and quality of display or for safety;
  - The artwork was incorrectly registered as University Permanent Art Collection before the tenure of the University Art Curator and Collections Manager in 2016, e.g.,



- marketing photographs available digitally, home decor prints, or movie posters that can be returned to Special Collections and Archives.
- c. The University may consider deaccessioning works (and may deaccession, uninstall, or remove public displays) from the University Permanent Art Collection as other reasons and circumstances arise.
  - d. UACC will consider all requests for deaccessioning artworks from the University Permanent Art Collection and will make a formal proposal to recommend or not recommend the deaccession to the Office of the President (see section 4.b.).
  - e. When deaccessioning artworks, the University and the Foundation will comply with all IRS guidelines, including donor notification if necessary, as well as VARA when required.
  - f. Any proceeds from deaccession and disposal through the sale of University-owned artwork(s) must be used to acquire other items for the permanent art collection.
  - g. The process for disposing of deaccessioned artwork(s) is the same as that for disposing of all other University property (see University Policy 6270 - Control of University Equipment and Materials).

## 7. Limitations

- a. No University department or office may commission works of art without the approval of the UAAC. All contracts for art commission must be approved through the Office of the General Counsel and Vice President for Finance and Operations or designee.
  - b. No University department or office may move works of art without contacting and cooperating with the office of the University Art Curator and Collections Manager.
- 

## Revision History

December 2000; April 2013; September 2016; September 2019; November 15, 2024