

1.0 POLICY STATEMENT

- 1.1 The MacEwan Art Collection exists as a resource cared for as a public trust for the campus community and the community at large. Through the MacEwan University Mandate, the MacEwan Art Collection supports scholarship as a resource for faculty and student research and enriches pedagogical experiences as a teaching tool. Guided by the Mitchell Art Gallery Mandate, the MacEwan Art Collection supports student development, promotes visual literacy and enriching access to culture for the community at large and is cared for according to professional standards of practice

2.0 PURPOSE

- 2.1 This policy establishes the practices required for the successful stewardship, access, growth, and care of the MacEwan Art Collection.

3.0 APPLICABILITY

- 3.1 This policy and its associated procedures apply to all Members of the MacEwan University Community and the Artwork entrusted to the University in the MacEwan Art Collection. Any decisions or actions regarding the care, handling, storage, installation, loan, record keeping, acquisition, commission, deaccession, disposal, return, and repatriation are subject to this policy and its related procedures.
- 3.2 This policy does not apply to Artworks and artifacts that may exist at the University and its divisions outside the jurisdiction of the MacEwan Art Collection.

4.0 DEFINITIONS

Accession

The process of registering an Artwork into the MacEwan Art Collection permanently to be held in public trust.

Artwork

Refers to a physical object considered to be an artistic creation.

Acquisition

The process of obtaining an Artwork whereby the ownership of that Artwork is transferred or intended to be transferred to the University. An Artwork may be acquired by purchase, commission, or gift (including bequest). Individual Artworks and collections may also be acquired as a combination purchase/gift.

Deaccession

The formal process of removal of an accessioned Artwork from the MacEwan Art Collection.

MacEwan Art Collection

The objects that have entered the University's care through the formal process of Acquisition.

Members of the MacEwan University Community

MacEwan University faculty, staff, students, researchers, alumni and all others acquiring, using or responsible for the MacEwan Art Collection for research, teaching, and other university-related purposes.

Provenance

The full history and ownership of an Artwork from the time of its discovery or creation to the present day, through which authenticity and ownership are determined.

Public Trust

The fundamental responsibilities of stewardship and public service of the MacEwan Art Collection, which includes acquiring, documenting, and preserving the MacEwan Art Collection according and accountable to institutional policies to ensure it is in good condition for current and future generations; and supporting knowledge and understanding of the MacEwan Art Collection through ensuring the Artworks it contains are focal points for learning, discussion, and development in manners that support equality of opportunity for access.

Repatriation

The legal return of Artwork to the original or former owners including individuals, communities, or institutions.

5.0 POLICY ELEMENTS

5.1 Standards of Care

- 5.1.1 MacEwan Art Collection activities including record management, display, maintenance, storage, and loans will meet professional best practice and comply with national museological principles and ethics, follow provincial, national, and international law, agreements, and treaties, and comply with all relevant MacEwan policies and procedures.
- 5.1.2 The management of the MacEwan Art Collection is the purview of the Dean of the Faculty of Fine Arts and Communications, who delegates responsibility to the Director/Curator of the Mitchell Art Gallery. Any decisions concerning the exhibition, loan, reproduction, or other use of Artwork must be approved by the Director/Curator as delegated by the Dean, and meet professional best practices for care, handling, and display.
- 5.1.3 Only the Director/Curator is permitted to handle Artworks in the MacEwan Art Collection unless the Director/Curator formally designates others to handle Artworks.
- 5.1.4 The information linked to an Artwork constitutes an essential component of the Artwork itself. Mitchell Art Gallery staff will maintain a comprehensive system of records for each Artwork in the collection
- 5.1.5 The University will insure all Artworks in the MacEwan Art Collection.

5.2 Access

- 5.2.1 Decisions regarding access will be made by the Director/Curator of the Mitchell Art Gallery.
- 5.2.2 The Mitchell Art Gallery will provide access to images and public information about the MacEwan Art Collection Artworks while respecting resources and copyright regulations.

5.3 Acquisitions and Deaccessioning

5.3.1 The MacEwan Art Collection is developed and maintained through Acquisition, which includes purchases, donations (gifts and bequests), exchanges and commissions, as well as through Deaccession when appropriate and must comply with all relevant MacEwan policies and procedures.

5.4 Loans

5.4.1 Decisions regarding Artworks loaned to and from MacEwan University, including the Mitchell Art Gallery, are under the purview of the Dean of the Faculty of Fine Arts and Communications and are delegated to the Director/Curator, and must comply with all relevant MacEwan policies and procedures

6.0 ASSOCIATED PROCEDURES

- Art Collection Standard of Care Procedure
- Art Collection Acquisition Procedure
- Art Collection Deaccession Procedure
- Art Collection Loan and Placement Procedure

7.0 RELATED POLICIES, FORMS, AND OTHER DOCUMENTS

- Capital Asset Management Policy
- Fundraising Policy
- Human Rights and Accessibility Policy
- Canadian Museum Association Ethical Guidelines
- International Council of Museums Standards on Accessioning
- Cultural Property Export and Import Act, 1985
- Convention for the Protection of Cultural Property in the Event of Armed Conflict (Hague Convention, 1954)
- UNESCO Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, 1970
- Copyright Act (R.S.C., 1985, c. C-42)
- The MacEwan University Mandate
- The Mitchell Art Gallery Mandate

8.0 ACCOUNTABILITY

Policy Sponsor

Vice-President, Finance and Administration & CFO

Responsible Office

Office of the Dean, Faculty of Fine Arts and Communications

9.0 HISTORY

Relevant Dates

Approved: **25.03.04**

Effective: **25.03.04**

Next Review: **30.03**

Modification History

15.10.22: This is a new policy as approved by Board Motion 02-10-22-2015/16

25.03.04: Policy comprehensively revised including a title change (previously Fine Art Collection). Approved by President's Policy Committee – Action Log Reference EC 2025.03.04-03.