



Carleton
UNIVERSITY

Canada's Capital University

Policy Name:	Public Art Policy
Originating/Responsible Department:	Office of the Vice-President (Finance and Administration)
Approval Authority:	Senior Management Committee
Date of Original Policy:	September 2010
Last Updated:	January 2021
Mandatory Revision Date:	January 2026
Contact:	Director, Art Gallery

Policy:

Carleton University will acquire works of art suitable for public display on campus through purchase, donation, commission or transfer, on the recommendation of the Art Committee. In order to ensure the quality and relevance of works of public art, as well as consistency of practice, all artworks acquired by the University must be vetted by the Art Committee.

The Art Committee will examine proposals based on artistic merit, relationship to academic programming or other connections to the life of the university community, cost of and ability to acquire and maintain the work, and the availability and accessibility of an appropriate location.

Purpose:

In addition to its art collection, held at the Art Gallery, Carleton University collects works of art suitable for public display in outdoor locations on campus as well as in public areas of its buildings.

Scope:

The Art Committee will be chaired by the director of the Art Gallery and will include:

- one faculty member from the School for Studies in Art and Culture (Art History);
- one faculty member from the Azrieli School of Architecture and Urbanism;
- one faculty member with visual arts expertise and experience from the broader Carleton community;
- the Assistant Vice-President (Facilities Management and Planning);
- the Chief Advancement Officer;
- the Associate Vice-President (Communications and Public Affairs);
- the Assistant Vice-President (Indigenous Initiatives);
- the Assistant Vice-President and University Advisor (Equity and Inclusive Communities).

The director of the Art Gallery will name faculty members in consultation with the appropriate unit heads (for example the director of SSAC and the director of the Azrieli School).

Procedure:

The Art Committee will meet on an ad hoc basis to consider proposals as the need arises. Its recommendations will be submitted to the Senior Management Committee for approval.

If approved for acquisition, the planning for and installation of works of public art shall be the responsibility of Facilities Management and Planning, who will collaborate with the director of the Art Gallery.

Once acquired, works of public art will be catalogued as part of the University's art collection, which is administered by the Art Gallery. The Art Gallery will maintain records pertaining to the acquisition as well as any relevant documentation, according to the Corporate Records and Archives Policy and the direction of the Corporate Archives

The maintenance of works of public art, including the installation of appropriate identifying signage, will be the responsibility of Facilities Management and Planning, under the supervision of the director of the Art Gallery.

Funding:

No works of public art shall be approved by the Art Committee unless full funding for their acquisition, installation and maintenance has been identified and secured.

Contacts: Director, Art Gallery

Links to related Policies:**Gift Acceptance Policy**

<http://carleton.ca/secretariat/wp-content/uploads/Gift-Acceptance-Policy.pdf>

Gifts in Kind

<http://carleton.ca/secretariat/wp-content/uploads/Gifts-In-Kind-Policy.pdf>