

**POLICY ON UNIVERSITY OF  
VICTORIA ART MUSEUM**

**University Policy No:** BP3315  
**Classification:** External Relations  
**Approving Authority:** Board of Governors  
**Effective Date:** May 27, 2014  
**Supersedes:** NEW  
**Last Editorial Change:**  
**Mandated Review:** May 27, 2020

**PURPOSE**

- 1.00 The purpose of this policy is to establish the functions and responsibilities of the University of Victoria Legacy Art Galleries (hereinafter "Legacy") as the University's art Museum.

**DEFINITIONS**

For the purposes of this policy:

- 2.00 **University** refers specifically to the University of Victoria.
- 3.00 **Museum** is a non-profit, permanent institution in the service of society and its development, open to the public, which acquires, conserves, researches, communicates and exhibits the tangible and intangible heritage of humanity and its environment for the purposes of education, study and enjoyment. —International Council of Museums (ICOM) definition.
- 4.00 **Artwork** refers to a physical object considered to be an artistic creation.
- 5.00 **Permanent Collection** encompasses the University's art collections, which are entrusted to Legacy, having entered its care through the formal process of Acquisition as detailed in the [\*Art Collections Policy and associated Procedures \(BP3310\)\*](#).
- 6.00 **Acquisition** refers to an Artwork that has entered the Permanent Collection as detailed in the [\*Art Collections Policy and associated Procedures \(BP3310\)\*](#).
- 7.00 **Deaccessioning** refers to the permanent removal of one or more Artworks from the Permanent Collection as detailed in the [\*Art Collections Policy and associated Procedures \(BP3310\)\*](#).

**SCOPE**

- 8.00 This policy applies to the Artworks entrusted to Legacy in its Permanent Collection. This policy does not apply to the varied collections of art and artifacts that may exist in the University and its divisions outside of the jurisdiction of Legacy.

## **POLICY**

- 9.00 The University shall operate an art Museum called “University of Victoria Legacy Art Galleries” (Legacy) in order to support the University’s mission.
- 10.00 The major functions of Legacy shall be the following:
- 10.01 Care and preservation of the Permanent Collection for the benefit of present and future generations.
  - 10.02 Development of the Permanent Collection through Acquisitions and Deaccessioning in accordance with procedures established in the [\*Art Collections Policy and associated Procedures \(BP3310\)\*](#).
  - 10.03 Provision of access to the Permanent Collection for the purposes of: academic use in research and teaching; and display in public areas on University properties in accordance with the [\*Art Collections Policy and associated Procedures \(BP3310\)\*](#).
  - 10.04 Advancement of the scholarship and knowledge of Artworks in the Permanent Collection through exhibitions, publications, and programs.
  - 10.05 Provision a rotating exhibition program in various venues on and off campus.

## **ADVISORY COMMITTEE**

- 11.00 An Advisory Committee shall exist as a consultative body that advises and supports Legacy with respect to strategic directions related to its major functions. The VP External Relations will determine the Advisory Committee’s terms of reference and membership, which will include a broad range of stakeholders.

## **AUTHORITIES AND OFFICERS**

- i) Approving Authority: Board of Governors
- ii) Designated Executive Officer: Vice-President External Relations
- iii) Procedural Authority: Vice-President External Relations
- iv) Procedural Officer: Director, Legacy

## **RELEVANT POLICIES AND DOCUMENTS**

[University of Victoria Strategic Plan](#)  
[Fundraising and Gift Acceptance Policy \(ER4105\)](#)  
[Protection of Privacy Policy \(GV0235\)](#)  
[Canadian Museum Association Ethical Guidelines](#)  
[ICOM Code of Professional Ethics](#)

## **RELATED POLICIES AND PROCEDURES**

[Art Collection Policy and Procedures \(BP3310\)](#)