

<b>Section:</b>	III.1.2	
<b>Title:</b>	Artwork Gift Policy	
<b>Effective Date:</b>	December 3, 2021	
<b>Approved By:</b>	Board of Trustees	
<b>Responsible Unit:</b>	Division of College Advancement (609) 771-2393; advancementsservices@tcnj.edu	
<b>Related Documents:</b>	<a href="#">Art Gallery Collection Manual</a>	
<b>History:</b>		
<u>Version</u>	<u>Date</u>	<u>Notes</u>
1.1	December 3, 2021	Reviewed; no changes made
1.0	July 5, 2016	New policy; initial release

## I. INTRODUCTION

Artwork gifted to, or otherwise acquired by, The College of New Jersey (“TCNJ” or “the College”) is a valuable contribution to the College’s missions of research and scholarship, exhibition, and education, and greatly enhances the cultural life and aesthetics of the College and surrounding community. However, acceptance of such artwork also brings with it responsibilities, including costs of owning, maintaining, and curating the artwork. The purpose of this policy is to provide guidance on the proper process for determining acceptance and acquisition of artwork offered to the College.

## II. DEFINITIONS

**Art Gallery Collection Committee** – Committee appointed by the President with general decision making authority over the Art Gallery Collection.

**Artwork** – Original creative work such as a painting, drawing, or sculpture. Can include decorative arts, design objects, or cultural artifacts.

**Bequest** – An item directly willed to the College.

**Gift** – A private contribution, either outright or deferred, from individuals or organizations, and for which no return services or goods are expected, implied, or forthcoming to the donor.

### III. POLICY

Offers of artwork made to the College are considered by the College's Art Gallery Collection Committee ("Collection Committee"). The Collection Committee is charged by the College to make recommendations regarding the acquisition (or rejection), placement, and maintenance of artwork on campus in accordance with the *Art Gallery Collection Manual*. All gifts are coordinated with the Division of College Advancement. The College of New Jersey Foundation is authorized by the President to accept on the College's behalf artwork which has been recommended for acquisition by the Collection Committee.

Generally, acceptance of gifts or bequests of artwork (gifts-in-kind) is made with the understanding that there are to be no limiting conditions or restrictions regarding its use. Acceptance of a restricted gift must have the unanimous approval of the Collection Committee. The Collection Committee reserves the right to determine whether any item donated will be accessioned into the collection, where it will be stored, and how it will be made accessible. The College, by recommendation of the Collection Committee, reserves the right to exchange, donate, sell or discard donated items as needed if they are not considered appropriate for the collection. The College is not legally bound to acquire objects that are bequeathed to it, unless by prior agreement.