

Polk State College Procedure

Subject	Reference	Date	Number
Art Selection		3/7/11	6050

I. Purpose

To establish a procedure for the selection of art exhibits in Campus Galleries and Arts in Public Places.\

II. Gallery Selection Procedure

A. Solicitation of Artist's Works

Each year, in the Office of Cultural Events will invite artists to submit examples of their work for consideration by a gallery selection jury. Artists who respond within established deadlines with images which are representative of their work will be considered for the following exhibition season.

B. Selection Jury

1. A selection jury will meet each year just to view images and determine which artists will be invited to exhibit their work. This jury shall be comprised of members of the Art faculty and the Coordinator of Cultural Events.
2. Artists whose works are selected for exhibition will be sent a letter of acceptance and a contract which will cover the length of the exhibition period.
3. Artists whose works are not selected for exhibition will be sent a letter of appreciation, and the images submitted will be returned if applicable.

C. Receptions

Artists are permitted to have openings and receptions for their exhibits, and must be arranged through the Development Office. Artists must meet established deadlines in accordance with their contract. Receptions are dependent upon budget availability.

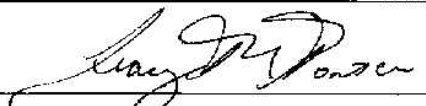

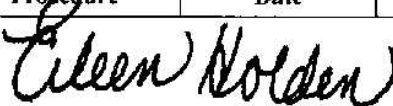
III. Art in Public Places Selection Procedure

The President or his/her designee will work with an identified Arts in Public Places expert to determine art pieces to be displayed publicly on a permanent or long-term basis. Preference shall be given to accomplished Polk county artists. Appropriate agreements shall be signed by the artist/donor as well as College/Foundation leadership to ensure an accurate inventory is maintained and artwork is insured and promoted properly.

- Attachments:** 1. Visual Artists Contract
 2. Art Donation Agreement
 3. Art on Loan Agreement
 4. Cash Donation for Art Agreement

History: Adopted: 6/27/88, 3/7/11

Distribution: All Holders of PSC Procedures Manual

	3/7/11		3/7/11
Executive Responsible for Procedure	Date	President's Staff Member's Approval	Date
			3/7/11
President's Approval			Date