

Chapter 6 - Business and Fiscal Affairs

AP 6960 Art Objects or Loaned Exhibits

The College shall be responsible for art objects or loaned exhibits only when:

- A. An itemized list of the non-College owned art objects or exhibit is submitted to the insurance section of the Administrative Services Office prior to acceptance of the article(s).
- B. The list shall indicate the display location, describe and verify the value of each item prior to acceptance by the College. No single item with a unit value of more than \$50,000 shall be accepted without prior approval of the College President/CEO or designee and special arrangements made, if needed, with the College's Insurance carrier.
- C. The list shall be signed by the Director of the Art Gallery or chief manager of the area responsible for the loan or exhibit.
- D. The list shall indicate the date the College accepts the care and custody of the items and the date the College expects to return the items to the care and custody of the owner.

Exhibits at the Gallery shall not exceed \$200,000 in total value without prior approval of the College President/CEO or designee.

Reviewed: May 14, 2013

Reviewed: December 6, 2014

Reviewed: June 9, 2015

Reviewed: August 17, 2016