

Created 12/19/2016

Last revised: 05/11/2017

DePauw University Gallery Program Exhibitions Policy and Guidelines

The exhibitions program at DePauw University is a central element of the gallery program's core mission. As defined by our mission statement, exhibitions help us engage diverse audiences and stimulate the spirit of inquiry through a variety of learning styles.

This policy and guidelines document defines the philosophy and goals for the gallery program's exhibits, identifies committee structures for the program, and defines general policies and acceptance guidelines. Smaller exhibitions—also known as “displays”—are also covered by these policies and guidelines.

I. Governance Statement:

- a. The Peeler Art Center galleries and collections is the art museum owned and operated by DePauw University.
- b. The Peeler Art Center galleries and collections is a separate administrative unit within the Academic Affairs Office. The Director/Curator of the Peeler Art Center galleries and collections reports on all matters regarding the program to the Vice President for Academic Affairs.
- c. The Exhibitions Advisory Committee provides non-binding counsel on gallery exhibition planning to the Director/Curator.
- d. The Visual Arts Gallery Exhibitions Committee reviews artist proposals and selects two contemporary working artists for the Visual Arts Gallery each fall. The committee works closely with the Director/Curator and gallery staff to select artists two years in advance of their exhibition date.

II. Committees

- a. **Exhibitions Advisory Committee: Assistant Curator (revised May 2017)**
The Exhibitions Advisory Committee is an all-campus and community representative body charged with providing counsel to the Director/Curator on matters regarding the Peeler Art Center's university gallery (upper and lower levels only). The committee convenes once each semester to discuss upcoming exhibitions and programs, and seeks to build collaborative relationships between the gallery program and campus/community partners.

The Exhibitions Advisory Committee is strictly an *advisory* body and forum. All exhibitions and associated programming are approved by the gallery staff.

i. Membership

The Exhibitions Advisory Committee shall consist of nine (9) members. Of the nine members, four (4) shall be standing members determined by their position at the university, and five (5) shall be rotating members selected to represent various constituents.

1. Standing Members

- a. Director/Curator, University Collections (Committee Co-Chair)

- b. Assistant Curator (Committee Co-Chair)
- c. Secretary of Galleries, Museum, and Collections
- d. Chair of the Art/Art History Department

2. Rotating Members

The five (5) rotating positions shall be filled by representatives drawn from the following areas:

- a. Four (4) community positions from any of the following:
 - i. Putnam County Library
 - ii. Greencastle Arts Council
 - iii. Putnam County Museum
 - iv. The Castle
 - v. Faculty or staff from discipline outside of Art/Art History
- b. One (1) DePauw University Student, preferably a Junior, Senior, or 5th-Year Fellow from the Art/Art History Department

b. Visual Arts Gallery Exhibitions Committee: Director/Curator

The Visual Arts Gallery Exhibitions Committee is a department representative body charged with choosing two artists for fall exhibition slots in the Visual Arts Gallery two years in advance. The committee convenes once each fall semester to review proposals submitted during the previous year by artists and faculty members.

i. Membership

The Visual Arts Gallery Exhibitions Committee shall consist of eight (8) members. Of the eight (8) members, four (4) shall be standing members determined by their position at the university, and four (4) shall be rotating members selected to represent the department constituents.

1. Standing Members

- a. Director/Curator, University Collections (Committee Chair)
- b. Assistant Curator
- c. Secretary of Galleries, Museum, and Collections
- d. Chair of the Art/Art History Department

2. Rotating Members

The four (4) rotating positions shall be filled by representatives drawn from the following two (2) areas:

- a. Two (2) Art History Faculty members
- b. Two (2) Studio Art Faculty members

III. Exhibition Spaces

Exhibition galleries at DePauw University are programmed by the gallery staff in accordance with input from the two committees outlined above. The gallery program schedule is maintained 2-3 years in advance. Each space is regulated by duration of exhibitions, the committee that oversees it, and selection criteria particular to that space. The following exhibition spaces are maintained by the gallery program staff at DePauw University:

- a. Emison Building

The Emison Galleries are housed in the Emison Building first floor lobby, which includes the Office of Admission and Financial Aid. Consideration for audience and visitors to the building is important in determining how exhibitions in this building will be utilized. Opportunities to highlight student engagement, curatorial opportunities, and the extended studies program should be leveraged whenever possible.

i. Shidzuo Iikubo '23 Gallery of Asian Art (500 sq. ft.)

The Iikubo Gallery is restricted to the display of artworks from the DePauw University permanent art collection of Asian art. Whenever possible, the gallery program should update the gallery as part of a Winter Term or May Term course. This provides students with an opportunity to guest curate the exhibitions and earn credit in a hands-on capacity.

1. Duration:

- a. Rotate light sensitive works 1-2 times per year
- b. Review/revise exhibition layout every three years

2. Committee:

- a. Overseen by Exhibitions Advisory Committee

3. Selection Criteria:

- a. The Iikubo Gallery is restricted to the display of artworks from the DePauw University permanent art collection of Asian art

ii. South Gallery (500 sq. ft.)

The South Gallery has historically displayed highlights from the African art collection. Like the Iikubo Gallery, it should be re-interpreted with assistance from students and faculty whenever possible to provide curatorial opportunities for credit.

1. Duration:

- a. Rotate light sensitive works 1-2 times per year
- b. Review/revise exhibition layout every three years

2. Committee:

- a. Overseen by Exhibitions Advisory Committee

3. Selection Criteria:

- a. The South Gallery has historically displayed highlights from the African art collection.

b. Peeler Art Center

The Peeler Art Center houses three gallery spaces, two on the first floor, and one on the second floor, and a display case on the second floor. Consideration for audience and visitors to the building is important in determining how exhibitions in this building will be utilized. Opportunities to highlight working contemporary artists, national and international touring exhibitions, and exhibitions curated from our permanent collection should comprise the majority of exhibitions in these spaces.

i. University Gallery, lower level (3,550 sq. ft.)

1. Duration:

- a. Rotate exhibition once per semester

2. Committee:

- a. Overseen by Exhibitions Advisory Committee

3. Selection Criteria:
 - a. Should have high teaching value for students and faculty at DePauw
 - b. Contemporary art exhibitions of national and international stature
 - c. Opportunity for students, faculty, staff, and families in Greencastle to see the latest in contemporary artwork
 - d. Interdisciplinary topics should appeal to a wide range of audiences and disciplines on campus
 - e. Cost and shipping expenses are usually important considerations
 - f. May occasionally feature a large exhibition curated from the permanent art collection
- ii. University Gallery, upper level (1,750 sq. ft.)
 1. Duration:
 - a. Rotate exhibition 1-2 times per semester
 2. Committee:
 - a. Overseen by Exhibitions Advisory Committee
 3. Selection Criteria:
 - a. Should have high teaching value for students and faculty at DePauw
 - b. Student-faculty curated exhibitions from the permanent art collection
 - c. Highlights from the permanent art collection
 - d. Film/multimedia exhibitions due to superior light control
 - e. Art historical exhibitions
 - f. Collaborative projects between gallery staff and faculty, both from within and outside the department of art and art history
 - g. Opportunity to produce small publications
- iii. Visual Arts Gallery (2,200 sq. ft.)
 1. Duration:
 - a. Rotate exhibition 2-3 times per semester
 2. Committee:
 - a. Overseen by Visual Arts Gallery Exhibitions Committee
 3. Selection Criteria:
 - a. Should have high teaching value for students and faculty at DePauw
 - b. Relate to the mission of the Peeler Art Center galleries
 - c. Provide students with access to a diverse body of artists and artistic styles not easily found within the city of Greencastle
 - d. Whenever possible, provide interdisciplinary connections across campus and outside the department of art and art history

- e. Availability of artist and artwork for specific exhibition slot. Availability includes artwork for loan, artist available for guest lecture, and financial availability
 - f. When possible, integrate hands-on installation and de-installation workshops for students in to the artist's visit schedule
 - g. Does not promote the financial profit of any individual, organization, or commercial enterprise
 - h. Relation to other events or exhibits in the DePauw and Greencastle communities
 - i. Appropriateness of subject, technique, and style for intended location and audience
 - j. Educational content ranging from general informational value to advanced scholarly study
 - k. May need to discuss/debate the inclusion of faculty and alumni exhibitions in the rotation schedule
- iv. 2nd Floor Display Case
- 1. Duration:
 - a. Rotate case 1-2 times per academic year
 - 2. Committee:
 - a. Overseen by Exhibitions Advisory Committee
 - 3. Selection Criteria:
 - a. Should have high teaching value for students and faculty at DePauw
 - b. Student-faculty curated exhibitions from the permanent art collection

IV. Security

Please see the Peeler Art Center AAM General Facilities Report and the Collection Management Policy for information on security specifications.

V. Insurance

A Certificate of Insurance (COI) must be obtained from the Service Center as proof of insurability. The Registrar is responsible for obtaining a COI for each exhibition.

VI. Shipping

Please see the Peeler Art Center AAM General Facilities Report and the Collection Management Policy for information on shipping specifications.