



The policies of the Associated Students Incorporated are in compliance with the regulations of California State Polytechnic University, Pomona, the CSU Chancellor and the CSU Board of Trustees as well as all applicable state and federal laws.

Department: Recreation, Programs & Marketing

Policy Category: Program

Subject: ASI Art Program Policy

Objective: To define the purpose, scope and administrative framework for the ASI Art Program.

Legal Basis: None

Policy Statement: It is ASI's Art Program policy to create an engaging and stimulating environment by acquiring and displaying works by living artists that reflect diversity. Because artists play a critical role in culture and society, one of the program's goals is to advance the intellectual life of the campus community through art.

As an auxiliary to the University, ASI Art Program Staff frequently engages in partnerships with Cal Poly Pomona clubs, organizations, and departments in support of programs and services for students and campus constituencies. ASI also enters into partnerships with external organizations with respect to endeavors that contribute to the mission of ASI. These joint endeavors will be managed appropriately, in compliance with the Sponsorship and Partnership Policy.

DEFINITIONS

- "The Gallery" shall represent ASI and the Recreation, Programs and Marketing department and Art Program staff.
- "Artist" shall signify any and all individuals, groups, or exhibitions brought as a part of the ASI Art Program.

EXHIBIT PRIORITY

The ASI Art Program gives priority to Cal Poly Pomona students, faculty and staff as partners in the Bronco Exhibit Gallery. Anyone seeking to enter into a partnership or sponsorship should first meet with the ASI Art Program staff to discuss the exhibit concept. If it is determined that the partnership falls within the mission of the ASI Art Program and there are adequate resources to enter into an agreement, the Art Program staff shall classify the partnership and designate the roles and responsibilities.

Priority is given in the following order:

1. Cal Poly Pomona students, faculty and staff
2. Cal Poly Pomona Alumni
3. Local artists, external institutions and organizations

PROGRAM ADMINISTRATION

- Gallery Initiated Exhibit—The Gallery will issue a prospectus, a statement of intent or concept for the proposed exhibit, that outlines the theme for each individual exhibit. Based on the number of submissions, the Gallery may invite jurors (Cal Poly Pomona students, faculty or staff) to participate in the selection of the work for exhibit.
- Artist Initiated Exhibit—The proposed theme for the exhibit will be reviewed by the Gallery staff and if approved, the artist will develop an exhibit statement that characterizes the piece(s) of artwork submitted.
- Exhibit Content and Artist Requirements – Artwork is not limited to subject, medium or content as long as it meets the ASI Art Program Mission Statement, Exhibit Prospectus and falls within the physical constraints of the gallery spaces. Additionally, the Artist Contract and Loan Agreement must be signed and the Artist Statement of Intent is required prior to installation.
- Length of Exhibit - The starting dates and length of the exhibit will be at the discretion of the Gallery Staff coordinating the exhibit.
- Exhibit Publicity – The Gallery Staff is responsible for all publicity and promotions for the advertisement of the program. Marketing to external audiences must be pre-approved by the Director of Programs and Marketing and be agreeable to both the artist and ASI. All marketing material shall include the Bronco Exhibit Gallery identity.
- Exhibit Authorization and Approval—The Artist Contract, Artwork Loan Agreement and Exhibit Statement of Intent should be submitted prior to accepting the work. Partnerships will be determined and finalized with the Director of Programs and Marketing.

CARE OF ARTWORK

- Care of Artwork - The Gallery is not responsible for the artwork. The care of the artwork will be as if the Gallery owned it and the work(s) will be returned in the best condition possible. If the artwork on loan to the Gallery is damaged beyond

- repair during the time under which it is in the care of the Gallery, ASI will compensate the artist for the piece at fair market value, which is subject to the final determination of a third party expert selected by ASI.
- Transportation of Artwork - Artist is solely responsible for all transportation of work, unless agreed upon by ASI Art Program Staff and the Director of Programs and Marketing.
 - Installation and Display of Artwork – The ASI Art Program maintains administrative responsibility for the installation of artwork in the Bronco Student Center and all ASI facilities. Although it is not a requirement for the artist to assist in the installation of the work, the artist may choose to arrange a time in order to be present during the installation process. Gallery Staff must be present at all times during the installation and removal of the artwork. ASI reserves all rights to the exhibit location and may change the location of an exhibit at any time during the exhibition.
 - Sale of Artwork – ASI shall receive 25% commission of the sale of any purchased work in the Bronco Exhibit Gallery. The commission shall reflect the Artist's selling price and not the total sale, not including sales tax. Artwork in the ASI Permanent Collection is not for sale. A memo is created for the artist to sign that reflects the sale, along with the ASI Art Program Staff and submitted to ASI Business Services.

THE GALLERY SPACE

- Exhibit Locations—The locations in the Bronco Student Center (BSC) consist of the Lobby Space, Hallway Space, Digital Space, and Atrium Space on the second floor of the BSC and the Games Room Space on the first floor.
- Limitations of the Exhibit Gallery Spaces – The artist shall make no alterations of the exhibit space without the approval of the Gallery Staff and the Associate Executive Director or designee.

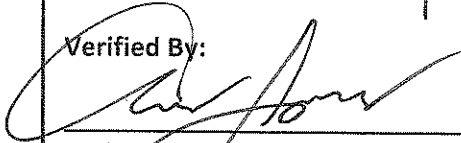
ASI ART COLLECTION

- The ASI Art Collection is a collection of artwork that is consistent with ASI's mission. The collection consists of artwork that has been purchased, donated and/or commissioned.
- Additions to the ASI Art Collection shall be reviewed by the Art Acquisition Committee and recommended to the Director of Programs and Marketing. Each year the members of the Art Acquisition Committee alternate with a mix of ASI professional and student staff, Cal Poly Pomona faculty, staff and alumni.
- The disposition of the ASI Art Collection shall also be recommended by the Art Acquisition Committee to the Director of Programs and Marketing.

FOR ASI USE ONLY:

ASI Senate Approval Date: 1/12/2012

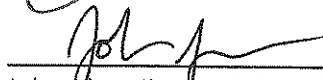
Verified By:



1/17/2012

Anthony Juarez, ASI Attorney General / Date

Approved By:



1/18/2012

Johnathan Jiant, ASI President / Date