

Policy on Temporary Installation of Artwork in Public Spaces

The Watkins College of Art fully supports students' right to artistic expression and recognizes the merits of performance and installation art. In order to provide a safe and healthy learning environment for everyone, students must comply with Belmont University (BU) policies as stated below.

REQUIRED APPROVALS

Performance, installation, and sound art projects must be approved by the appropriate authority before exhibition on the BU campus. To submit a request, complete the attached **Public Art Application and Agreement of Responsibility** and submit it to the appropriate individual as follows:

LCVA Public Spaces

All Leu Center for Visual Arts common areas located outside of the classroom shall be considered public spaces including, but not limited to, hallways and stairwells. Performance, installation, and sound art proposals for public spaces within LCVA for a course related purpose are reviewed by the correlating instructor. Performance, installation, and sound art proposals for public spaces within LCVA for a non-course related purpose are reviewed by the Director of Galleries, Katie Mitchell (katie.mitchell@belmont.edu).

Galleries

Installation or performances in galleries must obtain prior authorization from the Director of Galleries, Katie Mitchell (katie.mitchell@belmont.edu). A written proposal may be required.

BU gallery spaces include:

- Leu Galley Foyer: located in the Bunch Library
- Gallery 121: located in LCVA
- LCVA Lobby: includes curved and wallpapered walls
- Meaders Gallery: LCVA first floor back hallway
 - Student-run space; contact Kappa Pi for details at kappapibelmont@belmont.edu
- WAG: located inside the Packing Plant in Wedgewood-Houston
 - See WAG Application for details for this space.

Other Campus Locations

Artists who would like to display or install performance, installation, or sound art in public spaces on BU's campus (outside of LCVA and galleries) must obtain prior written authorization from University Scheduling (sally.dodd@belmont.edu). This is necessary to ensure that desired space is available and property damage and safety hazards will not result. Installations or performances in classrooms during class time do not need prior authorization; however, they must comply with this Policy on Temporary Performance, Installation, & Sound Art in Public Spaces.

GENERAL REQUIREMENTS FOR STUDENT ART IN PUBLIC SPACES

These requirements apply to student performance, installation, and sound art regardless of its location on the BU campus.

- The space must be returned to its original state following installation or performance art. This includes all public walls, floors, ceilings, and furniture.

- Graffiti and defacement of BU buildings and public or private property are not considered artwork under this policy. Violators will be subject to disciplinary action.
- The use of hardware on ANY public surface must be approved by the appropriate approver as identified above. This includes tacks, nails, screws, tape (of any kind), hooks, putty, etc.
- The public surface must be free from any previous alteration.
- All installations must be without cost to BU in terms of maintenance, materials, labor, placement, satisfactory clean up, and security.
- Installations must appear professional for the duration of their exhibition.
- Student artists are responsible for removing the installation by the strike date agreed upon by the appropriate approver.
- Student artists must follow the Agreement of Responsibility or they will forfeit the privilege to apply for another installation for the remainder of the academic year.

SPECIFIC PROHIBITIONS[†]

Students and other participants in performance, installation, and sound art must comply with all BU policies regarding drugs, alcohol, weapons, explosives, and other hazardous materials. Health and Safety concerns must be taken into consideration and any activity that may cause potential injury/harm to the artist, other participants/performers, audience members, animals, property, or others is strictly prohibited.

Items/occurrences specifically prohibited in BU buildings and on BU property include but are not limited to the following:

Prohibited Physical Objects *(Please note that artwork may depict imagery of prohibited physical objects.)*

- Fire
- Fireworks, explosives, or any similar device
- Knives, guns, or any other weapons
- Alcohol and illegal drugs
- Unsafe chemicals, hazardous materials, blood, urine, fecal matter, or other elements of concern

Prohibited Imagery *(Please note that artwork may not depict nor involve the occurrence of prohibited imagery.)*

- Sexually explicit imagery
- Vulgar language
- Cruelty— animal, human, or otherwise

Prohibited Locations

- No blockage of fire exits or doorways of any kind
- Hallways, doorways, and other spaces must maintain the 36-inch clearance required for wheelchair accessibility
- Materials may not be hung from ceiling pipes or other utility infrastructure
- Secured spaces (i.e., network closets, mechanical rooms, custodial closets, etc.)

[†]The Watkins College of Art supports the [D.O.J.'s Citizen's Guide to U.S. Federal Law on Obscenity](#), and the Supreme Court's [current definition](#) of constitutionally unprotected obscenity (Miller v. California).

ART EXHIBITION APPLICATION

Artist Name: _____ BUID: _____

Artist Email: _____ Artist Phone: _____

Artist Local Address: _____

Artwork Title: _____

Description of Artwork (please also attach images if possible): _____

Desired Artwork Site: _____

Artwork Material: _____

Artwork Dimensions: _____

Requested Display Start Date: _____ Requested Display Strike Date: _____

AGREEMENT OF RESPONSIBILITY

As the applicant, I take full responsibility for the installation and display of my artwork as described above.

I understand that all temporary art installations must be without cost to Belmont University in terms of maintenance, materials, labor, placement, satisfactory clean-up, and security. I understand that I will be held responsible for the removal and any related costs including, damages, etc. with respect to this project.

I agree to bear the risk of loss or damage to my artwork so long as it is displayed. If my artwork is damaged while on display, I agree to immediately repair or remove it from exhibition. I understand that Belmont University does not provide insurance on my artwork.

I warrant that my artwork does not infringe upon any copyrights or other rights of any third party and that my artwork complies with Belmont University's Policy on Temporary Performance, Installation, & Sound Art in Public Spaces and any applicable laws, regulations, ordinances and with all necessary care, skill, and diligence. I understand that if any part of the construction and/or final form does not substantially agree with the initial proposal and drawings, the installation will be removed immediately.

Safety and security will be a primary consideration in the approval process and Belmont University cannot assume responsibility for injury to the project participants or the public, or for property damage. I hereby indemnify and hold harmless Belmont University from any injury or damage to person or property related to my art installation including infringement.

I understand that it is necessary to reserve space for the project, and that installations that conflict with reserved areas and dates will be denied. An extension of the display period can be requested no earlier than 2 weeks prior to the removal deadline and no later than 1 week prior to the removal deadline with approval from the appropriate individual (supervising faculty member, Director of Galleries, or University Scheduling and Event Services). I agree to abide by the decisions of the approving individual.

Applicant Name (print): _____

Applicant Signature: _____ Date: _____

To be completed by Approving Individual (supervising faculty member, Director of Galleries, or University Scheduling and Event Services, as applicable):

Signature: _____ Date: _____

Name (print): _____ Title: _____

Approved Location (be specific): _____

Approved Date of Installation: _____ Approved Date of Strike: _____