

# UNIVERSITY OF WASHINGTON ARCHITECTURAL COMMISSION

## *Revised Statement of Organization and Function*

*Adopted January 1, 2002; revised and endorsed by the Architectural Commission June 7, 2010; approved by the Board of Regents July 15, 2010.*

The University of Washington Board of Regents established an architectural commission in December 1957 to advise the board and president on matters concerning the design, function, performance, and environmental integrity of the university's buildings, landscapes, infrastructure, and urban amenities.

In its advisory capacity, the commission reviews and evaluates plans and projects that affect the aesthetic character and composition of the university's three campuses. It reviews the selection of building sites, the design of new buildings and public spaces, major additions and modifications to these elements, and campus plans; and it issues general and specific recommendations related to these elements, and to design and planning policies that ensure the aesthetic and historic integrity of the public settings of university life. The commission assists the regents and president in the selection of architects and consultants for all projects that influence the physical and aesthetic character of its campuses, and periodically reviews the design of these projects through all phases of their development. In addition, the commission periodically reviews and evaluates the university campus master and subsidiary plans, and advises the president on related architectural and environmental issues as they may arise, including historic conservation.

### I. Number of members and representation

Nine voting members and four non-voting ex-officio members constitute the University of Washington Architectural Commission. The board of regents appoints all nine voting academic and professional members: the dean of the College of Built Environments or his or her designee; four design professionals; including at least two registered architects and one registered landscape architect; a representative of the University of Washington Faculty Senate recommended by the senate chair, who shall serve as vice-chair of the commission; a representative of student government jointly recommended by the president of the Associated Students of the University of

Washington and the Graduate and Professional Student Senate; and two voting members-at-large from within or outside the university community, nominated by the university president. The four non-voting ex-officio members of the commission include the senior vice president, the associate vice president for capital projects, the university architect, and the university landscape architect.

The chair of the commission may designate additional ex-officio members as appropriate.

## II. Terms of membership

The board of regents will appoint each professional member for a term of four years; when the board fills a vacancy among the professional members, the appointee will serve for the remainder of the unexpired term. The faculty and representatives and members-at-large will serve a term of two years. Members of the commission may succeed themselves and may serve beyond the appointed term, until the board of regents appoints a successor.

Whenever possible, the terms of professional and at-large members will be staggered, such that no two appointments expire in the same year.

## III. Officers of the Commission, quorum, meetings, and procedures

The dean of the College of Built Environments (or his or her recommended designee as approved and appointed by the board of regents) will chair the commission and preside at its meetings. In the event the chair is absent from a regularly scheduled meeting of the commission, the vice-chair will preside.

When and where appropriate, the chair will represent the commission at meetings of the Board of Regents Finance, Audit, and Facilities Committee (FAF), and at any other meeting where university groups, departments, or academic units seek the perspective of the commission.

Any five voting members will constitute a quorum for the transaction of commission business. Actions constituting commission recommendation must secure the approval of a majority of those present.

The vice provost of planning and budgeting shall authorize appropriate compensation for the professional members.

The University of Washington Office of the Vice Provost for Planning & Budgeting, through the agency of the university architect, will assist the commission in the coordination of its meetings and minutes, and in the preparation and dissemination of official correspondence.

The chair of the commission, working in cooperation with the university architect, may from time to time appoint and convene sub-committees to act on behalf of the commission to expedite the timely review of major projects; review smaller projects that would not otherwise fall under the commission's purview; and undertake special reviews of assignments of projects or the review of other issues related to the urban, architectural, and aesthetic integrity of the university.

#### IV. Advisory responsibilities and referral function

The architectural commission advises the board of regents and president on the planning and development of the university's primary campuses, urban properties, remote facilities, and other significant environmental assets. Its role includes recommending architectural and planning principles and policies appropriate and advantageous in guiding the physical growth, development, and conservation of the university's buildings and grounds and their various physical settings and contexts. Except for minor interior remodeling and renovations, the university refers all campus architectural and planning matters to the commission for its review and recommendations.

#### V. Comprehensive planning

The commission will make recommendations concerning the preparation of a comprehensive general plan for the physical and aesthetic development of the university's campuses, including and especially design principles to guide future growth. The commission will periodically review existing, proposed, and revised campus plans. In its ongoing review of the progress of the campus design and planning efforts, the commission may recommend the selection of firms and consultants for specific projects, and periodically issue related recommendations for approval by the board of regents.

These recommendations shall be documented and may be revised from time to time for the purpose of providing a current guide for the design and performance of campus grounds and buildings. In making recommendations involving campus open space, landscape design, and plantings, the commission will seek consultation of the University Landscape Advisory Committee.

#### VI. Special projects, design requirements, and referral functions

The commission will review the urban and architectural design, performance, and environmental consequences of all projects that influence the character and integrity of the university's campuses including new construction; additions to existing buildings when such additions affect the exterior appearance of buildings; major interior renovations of existing significant buildings; and projects involving the development of the campus grounds, including landscaping, sculpture, monuments, memorials, and public art.

The commission will advise and assist the project designer and the university in the development of all major projects. It will review such projects during and upon completion of feasibility study, prior to the commencement of detailed planning work, and following the commencement of the design process; it will guide the project designers, review the progress of designs, and suggest modifications and adjustments as necessary and appropriate up to the approval of a fully developed design for construction. The commission's recommendations will embody or set forth principles and criteria as they relate to campus plans and to the principles of campus design and such other recommendations deemed proper and important to the design of the project. The commission may recommend approval of the design of projects, or recommend changes in the design. Recommended changes that significantly affect the scope of work must secure the concurrence and approval of the senior vice president prior to their implementation.

#### VII. Recommendations for awarding of design contracts

The voting members of the commission shall make recommendations to the president and the board of regents for awarding of major design contracts for new construction and

additions to existing buildings when such additions affect the exterior appearance of buildings and major planning and site studies. Major design contracts include any contract that requires the approval of the board of regents.

#### VIII. Procedure

In its meetings and deliberations the formal procedures of the commission will be governed by *Robert's Rule of Order*, latest revised edition.

#### IX: Conflict of interest

Commission members or their firms are not eligible to accept design or major consulting contracts with the University of Washington on any projects during the time of their tenure on the commission.

UNIVERSITY OF WASHINGTON  
Office of the  
Executive Vice President

February 20, 1970

Professor Richard B. Walker, (Chairman) )  
Professor Stanley P. Gessel )  
Mr. John W. Harding, Secretary )  
Professor Norman J. Johnston )  
Mr. Brian O. Mulligan )  
Assistant Professor Donald K. Sakuma )  
Associate Professor Mehmet A. Sherif )  
Associate Professor Charles W. Smith )  
Mr. Mike Tumlinson )  
CPSS Representative to be appointed )  
  
Mr. Rolfe P. Kellor, ex officio )  
Mr. H. S. Thomson, ex officio )

ADVISORY COMMITTEE ON  
UNIVERSITY LANDSCAPING  
AND PLANTING

Dear Colleagues:

I am asking you to serve as a Committee on University Landscaping and Planting with Professor Richard B. Walker to serve as Chairman and Mr. John W. Harding to serve as Secretary. The purpose of this Committee is to advise Mr. H. S. Thomson, Director of Facilities Planning and Construction, on matters pertaining to the general landscaping of the campus.

At the present time the University is undergoing a study of its master landscaping program with emphasis upon the unification of the campus, the correction of obvious landscaping deficiencies, and the selection of planting materials which can assure maximum aesthetic and academic values of the campus, as well as reasonable maintenance costs.

The Committee's mandate will be, first, to familiarize itself with past and present landscape plans and review proposed modifications to insure that campus landscaping is of high aesthetic value. Second, the Committee should develop a list of satisfactory and desired species of trees, shrubs and herbaceous materials, encouraging the use of a wider variety of plant materials in new plantings. This list of desired species should be prepared for continual reference by planning groups.

The Committee's recommendations on old and new plantings will be sought early in the planning process. Such recommendations and comments should concern themselves both with the landscaping master plan, as well as planting plans for individual structures. Consultation with the Committee shall be made a part of the regular University planning process.

In addition, the Committee should develop standards and review proposals for the placement of memorial benches, fountains, statues, dedicatory plaques, and similar objects.

While I recognize that the Committee's mandate is broad in scope, its deliberations should result in continuity and value and as such will be a great contribution to the University community. Members of the Committee are encouraged to seek advice and counsel from fellow faculty members with specific interests, as well as those members of the University staff such as the grounds manager and the University landscape architect. I would hope that the Committee can begin its deliberation as soon as possible in order to give assistance and direction to the current campus master landscape plan. Will you please telephone Mrs. Darleen Treneer at 3-5010 if you are unable to accept this appointment.

Sincerely yours,

John R. Hogness  
Executive Vice President

JRH:bj  
cc: Mr. H. S. Thomson

12/8/77

## ADVISORY COMMITTEE ON UNIVERSITY LANDSCAPING AND PLANTING

Since its establishment in 1970, the scope of the committee has broadened and its function developed to provide advice not only to the Director of Facilities Planning and Construction, but also the Director of Physical Plant, various consulting and landscape architects and other related University committees as well. Thus, the stated purpose of the committee has been revised to encompass this larger responsibility. The revised statement of purpose is: "The purpose of this committee is to advise University authorities having responsibilities for campus physical facilities and development on matters pertaining to the general landscaping of the campus."

The original mandate to the committee remains essentially the same: to review proposed modifications to insure that campus landscaping is of high esthetic quality; to develop and maintain for continued reference for planning groups a list of satisfactory and desired species of trees, shrubs, and herbaceous materials; to encourage the use of a wider variety of plant materials in new plantings, to recommend plantings for use in the University's master plan as well as in plans for individual structures, to serve in an advisory capacity in the regular University planning process; and to develop standards and review proposals for the placement of memorial benches, fountains, statues, dedicatory plaques, and similar objects.

The committee should continue to seek advice and counsel from fellow faculty members with specific interests in landscaping and plantings on campus as well as from members of the University staff with similar interests and responsibilities, such as the Superintendent of Shops and Trades and the University landscape architect.



UNIVERSITY OF WASHINGTON  
SEATTLE, WASHINGTON 98195

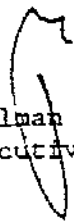
*Office of the President*

December 11, 1990

Dr. William P. Garberding  
President

The Advisory Committee on University Landscaping and Planting has been in existence since February, 1970 (see enclosed letter) and has a distinguished history of advising on the development of the campus. The membership is made up of specialists from various fields including Horticulture, Landscape Architecture, Building Construction, Architecture, Forestry, Botany, Campus Planning, and Grounds Maintenance, and includes student members from ASUW and CPSS.

The name of the committee is cumbersome and, therefore, seldom used correctly. I recommend, and the Committee concurs, that the name be changed to the Campus Landscape Advisory Committee.



Tallman Trask III  
Executive Vice President

Encl.

cc: Professor George Rolfe, Chair  
Members of the Committee  
Mr. Edward Duthweiler  
Mr. Rolfe Kellor  
Mr. Bill Talley  
Mr. Alan K. Tarr

**Overview:**

The University Landscape Advisory Committee plays a key role in helping to preserve and enhance the unique character of the University's outdoor spaces and attain high quality campus environments. The Committee, succeeding the Campus Landscape Advisory Committee established in 1970, is advisory to the Architectural Commission, the University Landscape Architect and the Associate Vice President of Facilities Services concerning design review of projects proposed for construction in relation to their influence on the outdoor environment. In addition, the Committee is involved in review and comment of University planning and other site related issues as may arise. While the major focus of the Committee's responsibility is with the Seattle campus, it may also be called upon to advise on issues affecting other campuses and field stations when they are on the Architectural Commission agenda or as requested by location.

The committee is charged with the responsibility of reviewing significant matters relative to University planning and landscape design for new construction or renovation. Issues reviewed include, but are not limited to: site circulation for vehicles and pedestrians; parking location, screening and development; placement and selection of site furnishings, signage, and lighting; the location of memorial objects and public art; open space development and connectivity; preservation of existing and selection of new vegetation; irrigation performance; and conformance with the Campus Master Plan.

In order to properly carry out this mission, the Committee is composed of faculty, staff and student representatives with specific interest and expertise in such areas as landscape architecture, botany, forestry, horticulture, architecture, art, urban design, planning and related fields. The Committee also includes design professionals from outside the University. In addition to its members, the Committee seeks advice and counsel from other faculty and professional staff with similar interests and abilities.

**Membership:**

The Committee shall consist of a total of thirteen members appointed by the Executive Vice President of the University. To provide broad representation from the University community and the technical expertise needed for the Committee's discussions and deliberations, membership shall be as follows:

- One member from the College of Architecture & Urban Planning nominated by the Dean of the College of Architecture and Urban Planning
- Two faculty members from the Department of Biology, College of Forest Resources and/or the Center for Urban Horticulture nominated by the Faculty Senate
- Two design professionals appointed at-large who shall be registered landscape architects. Recommendations for member-at-large appointments shall be made with the concurrence of the Executive Vice President, the Chair of the Committee, and the University Landscape Architect. The Executive Vice President shall authorize appropriate compensation for time and expenses incurred by design professionals to attend meetings.
- One Professional Staff representative at large nominated by the Professional Staff Organization Board
- One student member jointly nominated by the President of the Associated Students of the University of Washington and the President of the Graduate and Professional Student Senate, to serve a 1-year term.
- One individual to be nominated by the Committee to represent the institutional history of the Committee
- The University Architectural Advisor
- The Campus Art Administrator
- The University Landscape Architect
- Two representatives from Facilities Services and Grounds Maintenance

Additional Professor Emeritus, Grounds Maintenance staff or other campus representatives may serve as ex-officio members without a vote. The Chair of the Committee may designate up to two additional ex-officio members as appropriate to serve 1-year terms.

**Term of Membership:**

Professional appointments are for a term of three years and may be extended for additional terms. When a vacancy occurs in the at-large, professional membership of the Committee before the term of appointment expires, the person appointed to fill the vacancy shall serve for the remainder of the unexpired term. Student memberships shall be for a term of one year. Members of the Committee may succeed themselves and may serve beyond the appointed term until a successor is appointed. Membership terms shall be staggered, in so far as is practical, so that approximately one-third of the professional appointments expire in the same year.

**Officers of the Committee – Quorum – Meetings - Procedure**

The faculty Committee member from the College of Architecture & Urban Planning shall be Chair of the Committee and preside at its meetings. In the absence of the Chair, the University Landscape Architect shall serve as interim Chair.

Seven voting members shall constitute a quorum for the transaction of business. Actions constituting committee recommendations must secure the approval of a majority of those present.

The Committee shall meet quarterly and shall be scheduled to meet the week before the Architectural Commission meetings, whenever feasible. Sub-committee meetings can be scheduled as necessary at any time of the year. The Chair of the Committee is authorized to appoint sub-committees as necessary to act on behalf of the Committee, to expedite timely review or to review small projects which would not otherwise be reviewed by the Committee.

Where it is necessary that formal procedures shall be followed in meeting of the Committee, they shall be governed by "Robert's Rules of Order, latest revised edition."

**Advisory Responsibilities – Staff Assistance**

The Committee shall serve in an advisory capacity to the Architectural Commission, the University Landscape Architect and the Associate Vice President of Facilities Services on matters related to the outdoor environment. The Committee will be represented at all Architectural Commission meetings by the

Committee Chair in order to respond to questions and comments by the Commission. The Capital Projects office will provide staff assistance to the Committee for documentation of official meeting minutes, coordinating meetings and preparing official Committee correspondence.

**Special Projects – Design Requirements – Referral Functions**

It shall be the function of the Committee to make recommendations concerning the landscape architectural design of specific projects. These projects shall include new construction, additions to existing buildings when such additions affect the appearance of the surrounding site, major renovations of significant open spaces, revisions to master plans, and projects involving the development of the campus grounds. Such projects shall be referred to the Committee prior to the commencement of detailed planning work, and it shall be the function of the Committee to make recommendations for the guidance of project landscape designers. Such recommendations shall set forth planning and aesthetic principles as they relate to the campus plans and to the principles of campus design and such other recommendations deemed proper and important in the design of the project.

The work of project designers shall be referred to the Committee from time to time and at the completion of schematic and preliminary phases of the work. It shall be the function of the committee to advise and recommend changes in the project designer's work or may recommend approval. Recommendations involving major changes in the scope of the project shall receive the concurrence of the Architectural Commission.

**Conflict of Interest**

Committee members or their firms shall not be eligible to accept design or major consulting contracts with the University of Washington on any projects during their time on the Committee.

### **Overview**

The University Landscape Advisory Committee plays a key role in helping to preserve and enhance the unique character of the University's outdoor spaces and attain high quality campus environments. The Committee, succeeding the Campus Landscape Advisory Committee established in 1970, is advisory to the Architectural Commission, the University Landscape Architect and the Associate Vice President of Facilities Services concerning design review of projects proposed for construction in relation to their influence on the outdoor environment.

University projects are reviewed by the Committee in site programming, pre-design, and early and late in both schematic design and design development phases. The Committee also reviews a summary of the SEPA (State Environmental Policy Act) document findings and requirements and reviews Architectural Opportunity Reports for projects. In addition, the Committee is involved in review and comment of University planning and other site related issues as may arise. While the major focus of the Committee's responsibility is with the Seattle campus, it may also be called upon to advise on issues affecting other campuses and field stations when they are on the Architectural Commission agenda or as requested by location.

### **Review Process**

The following suggested criteria have been developed as a guide to project managers and consultants for understanding the objectives of the review process of the Campus Landscape Advisory Committee and the process format.

Both the distinctive character and the historic context of each of the University's campuses are the driving forces in the design review process. The campuses and field stations of the University of Washington each have distinctive qualities and have evolved by design to best serve the mission of the University through their appropriate environments. Recognition of the unique elements which define each place – views, historic landscape areas, significant groupings of plants or trees, architectural details, etc. - is important in protecting the historical context of the campus, reinforcing the connections to the surrounding community, and creating memorable experiences.

### **Site Program**

Before design work begins for each major new building project, a site programming committee is established consisting of University faculty, staff and students. The committee, working with a consultant, is charged with establishing a set of objectives, both functional and aesthetic, on the purposes, scope and general requirements for site improvements associated with the project. The result is a site program document which is used to guide the project development. More information regarding what is included in the site program document is available at <http://depts.washington.edu/fsesweb/fdi2005/02A-F%20Sitework/03-2B%20Site%20Improv.pdf>.

### **Schematic Design Phase Review:**

The Committee will meet with the selected design team at the completion of the Site Program/start of Schematic Design, and one to two times during Schematic Design, to provide design review. Consultants will initiate their presentation by demonstrating how the project has responded to issues cited in the Site Program and Architectural Opportunities Report (AOR). Members of the Committee will offer comments and ask questions about the project and may ask the firm to consider changes and adjustments of the design. The Committee may either recommend approval of the project, or not, or recommend approval subject to proposed changes. The Campus Landscape Architect will attend the Architectural Commission meeting to respond to questions when the Commission considers schematic design approval of the project, especially as it relates to site development.

The following is a summary of information to be presented to the Committee:

- Landscape & site concept narrative
- Site analysis showing opportunities & constraints
- Building plans

- Illustrative site plan
- Grading plan showing existing and proposed contours for sites with significant change of grade
- Site circulation diagram highlighting pedestrian and vehicular circulation patterns including locations for parking, bicycle storage, service and ADA access
- Open space diagram highlighting hierarchy of existing and new open space(s) and connectivity of adjacent open space. Diagram should extend beyond the project limits to include all adjacent open spaces.
- Existing vegetation diagram highlighting existing vegetation to be removed or to remain and be protected, including types of vegetation and size of existing trees
- Proposed vegetation diagram highlighting types and location of plant material and conformance to Plant Association Master Plan
- Irrigation diagram showing existing or proposed point of connection and type of system
- Site model if available

#### **Design Development Phase Review:**

The Committee will meet and provide design review at the end of Design Development phase of the project. Project review will begin with a review of the Site Program for the project. Members of the Committee will offer comments and ask questions about the project and may ask the firm to consider changes and adjustments of the design. The Committee may either recommend approval of the project, or not, or approval of the project subject to recommended changes.

In addition to providing access to plans and diagrams presented for Schematic Design Review for reference, the consultant shall present the following information to the Committee:

- Material and Layout plan to include pathways, roadways, parking areas, site furnishings, pavement materials, site walls, etc.
- Planting plan and plant list
- Grading plan
- Irrigation diagram revised to highlight existing system to remain, areas not irrigated, and proposed zones and point of connection
- Utility plan to illustrate existing utilities to remain, be removed or relocated and proposed new utilities and connections
- Construction staging and laydown area plan
- Site sections
- Site details for site walls, custom benches and special site features
- Site furnishings and materials to include catalog cutsheets and material samples when possible
- Building plans and sections
- Site and building models as available

#### **Preliminary Design Phase Review:**

For single phase projects, a Preliminary Design phase replaces the Schematic and Design Development phases of the project. Review of projects in this phase comprises a combination of the Schematic Design and Design Development phase review outlined above. Information to be included must incorporate all required materials listed.

#### **Construction Documents:**

There is no Construction Document review by the Campus Landscape Advisory Committee. The University Landscape Architect reviews these documents for inclusion of Committee comments and concerns and completeness of information provided.

#### **Post Construction Evaluation:**

The Capital Projects Office will conduct a post construction evaluation of the project once it is built and occupied. This review will include an evaluation of the Site Program document, its clarity and helpfulness and the degree to which the built project has achieved the program and the goals established. The review may include a tour of the site and a meeting with the project design team to assess the effectiveness of the Site Program. CPO will report the findings of the evaluation of the Site Program to the Committee.

**Master Planning:**

The Committee will provide review and comment regarding campus landscape and master planning work including both overall master planning and sub area planning and planning detail. The Committee may, from time to time, recommend that aspects of campus master plan be reviewed and revised based on the experience of the Committee on specific projects. All master planning updates will be reviewed by the University Landscape Advisory Committee and recommendations for approval or modifications will be offered to the Architectural Commission.

**Other Activities:**

The Committee may be asked to consider and comment on specific issues of concern to the University related to architectural, landscape architectural and planning issues effecting the environment of the campus.

**Reference Materials:***Seattle Campus:*

- Access Guide for Persons with Disabilities (<http://www.washington.edu/admin/ada/>)
- Campus Master Plan ([http://www.washington.edu/community/cmp\\_site/final\\_cmp.html](http://www.washington.edu/community/cmp_site/final_cmp.html))
- Facilities Design Information (FDI) Manual (<http://www.washington.edu/admin/facserv/engr/fdi.php>)
- Plant Association Master Plan (contact Kristine Kenney, University Landscape Architect for copy of plan and recommended plant lists and [kkenney@u.washington.edu](mailto:kkenney@u.washington.edu) or 206.685.6430)

*Bothell Campus:*

- 2006 Campus Facilities Master Plan ([http://www.uwb.edu/admin/pdf\\_files/2006masterplandoc.pdf](http://www.uwb.edu/admin/pdf_files/2006masterplandoc.pdf))

*Tacoma Campus:*

- UWT Campus Master Plan ([http://www.tacoma.washington.edu/construction\\_projects/master\\_plan/master\\_plan\\_2003.pdf](http://www.tacoma.washington.edu/construction_projects/master_plan/master_plan_2003.pdf))

# UW Policy Directory



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## Presidential Orders

### Executive Order

**No. 37**

### University of Washington Public Art Commission

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#### 1. General Policy

In order to encourage efforts to provide a pleasant and stimulating environment in which to carry out the University's various academic responsibilities and to meet and serve the general public as well, the University seeks to acquire artwork for permanent and temporary display in its buildings and grounds.

The Campus Art Collection Committee was established in 1969 as advisory to the President to facilitate these efforts. The name of this committee was later changed to the University of Washington Public Art Commission (UWPAC). The primary purpose of this commission is to oversee the acquisition of artwork for the University campuses through the Washington State Arts Commission Art in Public Places Program (WSAC-AIPP). In addition, UWPAC is responsible for reviewing department-sponsored art programs and private gifts through its three subcommittees: the Campus Art Committee (for the Seattle campus and various smaller locations, such as Pack Forest and Friday Harbor); the UW Tacoma Art Committee (for the UW Tacoma campus); and the UW Bothell Art Committee (for the UW Bothell campus).

#### 2. Membership

The University of Washington Public Art Commission is composed of ten members, four of whom are nominated by the Washington State Arts Commission to serve when UWPAC meets to discuss projects developed

ADMINISTRATIVE POLICY STATEMENTS (APS)

BOARD OF REGENTS GOVERNANCE (BRG)\*

EMPLOYMENT AND ADMINISTRATIVE POLICIES (EAP)\*

FACULTY CODE AND GOVERNANCE (FCG)\*

PRESIDENTIAL ORDERS (PO)\*

STUDENT GOVERNANCE AND POLICIES (SGP)\*

WASHINGTON ADMINISTRATIVE CODE: TITLE 478 WAC - UW RULES (WAC)

PRINT THIS PAGE

\*Formerly part of the University Handbook

through WSAC-AIPP. The Director of the Henry Art Gallery is the chair of UWPAC. At least one member is a student nominated to the position by the Associated Students of the University of Washington (ASUW) or by the Graduate and Professional Student Senate (GPSS). The remaining members are University faculty and staff.

The Campus Art Committee is composed of those members of UWPAC appointed by the President and representative(s) from ASUW and GPSS. The members of the UW Tacoma Art Committee and the UW Bothell Art Committee are appointed by their respective chancellors.

### **3. Specific Functions**

- A.** To develop and maintain an inventory of all University-owned works of art, except those in the collections of the Henry Art Gallery, Burke Museum, or UW Medical Center and, in consultation with appropriate members of the University faculty and staff, to recommend to the President where art acquisitions will be displayed, to relocate them if necessary, and to maintain and ensure their security.
- B.** To encourage University faculty, staff, students, and friends to donate works of art for permanent display in various outdoor areas, buildings, and other facilities of the University. UWPAC shall recommend to the President appropriate action for the acquisition and display of such gifts.
- C.** To consider and to recommend to the President approval of art acquisitions through gift and purchase for permanent and/or temporary addition to the University's art holdings, but not to include recommendations with respect to the Henry Art Gallery, Burke Museum, or UW Medical Center collections.

UWPAC shall in appropriate cases consult with the Office of Development regarding installation or other costs associated with gifts of art.

In particular, UWPAC shall coordinate art acquisition activities in new University buildings and remodeled University spaces. Moreover, UWPAC shall consult with the University's Architectural Advisor, Campus Landscape Architect, and various consultants on building projects with respect to works of art proposed for acquisition for new or remodeled buildings and office.

- D.** To represent the University, on behalf of the Board of Regents and the President, in matters relating to WSAC-AIPP in accordance with the guidelines established by the State Legislature for the administration of that program.



#### 4. Approval of Acquisitions

UWPAC shall recommend to the President all works of art to be acquired for the University, other than the holdings of the Henry Art Gallery, Burke Museum, or UW Medical Center, by gift, purchase, loan, or by acquisition through WSAC-AIPP, as well as make recommendations concerning the display of such works of art.

#### 5. Staff

UWPAC is staffed by the UW Campus Art Administrator who reports to the Director of the Henry Art Gallery.

*November 7, 1969; June 25, 1987; May 21, 2008.*

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For related information, see:

- *Board of Regents Governance*, Standing Orders, Chapter 1, Sections [8](#) and [9](#), "Gift Evaluation and Acceptance" and "Disposition of Gifts"
- *Board of Regents Governance*, Standing Orders, [Chapter 3](#), "Gifts to the University"
- *Board of Regents Governance*, Regent Policy [No. 6](#), "Facilities and Spaces Naming Policy"
- Executive Order [No. 41](#), "Gifts to the University"
- Administrative Order [No. 5](#), "Delegated Authority for Gifts to the University"
- *Employment and Administrative Policies*, [Chapter 205](#), "Campus Art Policies"