

GUIDE TO PUBLIC ART SUBMISSION UNIVERSITY OF CALIFORNIA RIVERSIDE

Campus Public Art can enrich the cultural life of UCR students, faculty, staff, and the general public. It also enhances the role of the campus in teaching, conducting research, and engaging in public service. The University is a national leader in higher education and campus art should reflect this high standard. As such UCR welcomes and encourages proposals for public art that will enhance the campus setting and complement its buildings, grounds, and natural features. The University seeks to exhibit fine art in a variety of media and styles, including: **three-dimensional works of art, sculptural forms, bas-reliefs, sculptural adornment of buildings or structures, two-dimensional art, and landscaping.** Through these forms of art, UCR strives to memorialize important aspects of University tradition and campus culture, while also creating enjoyment for the campus community and the general public.

In efforts to maintain a high standard of art on campus, public art submissions should exhibit one or more of the following characteristics:

- High artistic merit or beauty
- Great creative skill and imagination
- Great technical skill
- Uniqueness in concept or execution
- Conveyance of an important idea
- Conveyance of an important emotional feeling

UC Riverside hopes to host a wide variety of art installations on campus, and accepts proposals of the following types of art, each of which has a specific form and/process for submission and approval:

- Temporary Art –art on loan for one or more years (Temporary Public Art Proposal Form 700-40A)
- Donations, gifts, bequests (Donated Public Art Proposal Form 700-40B)
- Commissions and purchases (submitted via Request for Proposal (RFP))
- Institutional loans and special exhibits (requires a specific agreement)

Submission Process

To begin the process of placing art in the public areas of the UC Riverside campus, the appropriate Public Art Proposal Form (700-40A or 700-40B), or response to a RFP must be completed and submitted. In general these proposal forms/RFPs ask for the following:

- Artist and/or donor information
- Artist qualifications
- Written description of the art
- Graphic description of the art (photos, drawings, models etc.)
- Installation needs and site/location suggestions (final location determined by UCR)
- Costs associated with installation and maintenance
- Statement evaluating the appropriateness of the art

All RFPs should be returned as directed in accompanying documentation. All proposal forms should be submitted electronically to:

UCR Advisory Committee on Campus Art
c/o Jeffrey Holmes
Architects & Engineers
900 University Avenue
Riverside, CA 92521

Once the appropriate proposal submission and all necessary documentation are completed, the proposal will be reviewed at a meeting of the ACCA. Please note that a completed proposal submission is not a guarantee of acceptance by the ACCA. You will be notified of the schedule and procedures of the review process, and will be given the opportunity to make a presentation to the committee as well. Upon review, if your submission is incomplete or if there are preliminary issues with the proposal that are of concern, you will be contacted for clarification prior to the proposal being advanced. The site/location of the proposed artwork will be reviewed by the ACCA as well as UCR's Design Review Board and will be approved, or else an alternate site will be proposed.

If the ACCA accepts the proposal, it will be forwarded to the Design Review Board and/or the Capital Program Advisory Committee (CPAC) for review and comment. Should the required committees approve the submission, it will be forwarded to the chancellor's office for final review and approval. Upon receiving all required approvals, installation logistics and timelines will be coordinated with previously planned campus construction projects and campus events. Please note that proposals may be denied or returned for further clarification at any time by the reviewers mentioned previously.

If a proposal is submitted during the academic year, the review process will take three to four months before a recommendation to the chancellor. The ACCA does not meet during the summer months and, as such, proposals made during this time may be deferred until the fall quarter.

Thank you for considering to enhance the public art environment on the campus of UC Riverside. Should you have any questions or concerns, please contact Jeffrey Holmes at (951) 827-1397 or Jeffrey.holmes@ucr.edu.

Support Materials:

UCR Campus Art Policy 700-40
UCR ACCA Temporary Public Art Proposal Form 700-40A
UCR ACCA Donated Public Art Proposal Form 700-40B