



University of Toronto

OFFICE OF THE VICE-PRESIDENT, RESEARCH

APPENDIX "A" TO REPORT NUMBER 155
OF THE ACADEMIC BOARD – March 6, 2008

Item 7

TO: Committee on Academic Policy and Programs

SPONSOR: Professor R. Paul Young, Vice-President, Research

DATE: February 26th, 2008

ITEM IDENTIFICATION: University of Toronto Collections Policy

JURISDICTIONAL INFORMATION: The Committee on Academic Policy and Programs reviews research policies on behalf of the Academic Board. The Academic Board is required by its terms of reference to consider research policies and forward recommendations to the Governing Council.

BACKGROUND: In 2006, the Vice-President, Research and Associate Provost appointed a committee to review the collections policies of the University of Toronto as they exist within separate divisions and departments with the aim of developing a collections policy for the entire University, with consideration specific to particular programs. The attached Collections Policy would establish the following principles for the accessioning, management and de-accessioning of collections within the University under the general authority of the Vice-President, Research and the Vice-President and Provost:

- Collections may be comprised of any set of objects or materials that the University has decided to assemble, safeguard and share for scholarly purposes. Examples could include historical artifacts, biological materials, geological samples, copyright works or indeed any materials of scholarly interest, to the extent that the University may possess such items lawfully.
- To recognize items as a University collection, a formal decision to accession must be made by the University, normally by the head of the academic division in which the collection is to be held.
- Even where no formal decision to accession has been made, items in the care and control of members of the University community remain governed by all applicable policies and procedures, and legal and contractual requirements.
- Members are encouraged to propose accessioning to ensure that collections are maintained and made accessible in accordance with the highest academic and ethical standards, in a manner that deploys University resources responsibly.
- The Vice-President, Research and Vice-President and Provost may issue guidelines to provide further guidance on collection management and compliance with applicable regulatory frameworks.

PREVIOUS ACTION TAKEN: The Collections Policy has been presented at meetings of the Research Advisory Board, the Provost's Advisory Group, Principals & Deans and Principals, Deans Academic Directors and Chairs.

FINANCIAL AND/OR PLANNING IMPLICATIONS: N/A

RECOMMENDATION:

That the Collections Policy be approved.

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