

## UNDERSTANDING PROPOSALS FOR CREATIVE PROJECTS IN PUBLIC SPACES AT THE UNIVERSITY OF TEXAS AT AUSTIN

Creative Projects in Public Spaces, as defined in [Handbook of Operating Procedures Section 4-1290](#) at The University of Texas at Austin, are evaluated through an official process that is led by the Committee for the Review of Art (CRA). The following offers a framework for understanding reviews and approvals. For guidelines to develop a proposal, please refer to [Proposal Guidelines for Creative Projects](#).

Please note that these procedures exclude the activities of Landmarks, the university's public program, as well as the exhibition programs of the Blanton Museum of Art, Harry Ransom Center, Visual Arts Center, Texas Memorial Museum, Art Galleries at Black Studies, and similar curated and archived exhibitions and collections.

These guidelines do not apply to signs or banners at the university. For information about review and approvals for signs or banners, please consult the Office of Campus Planning.

Also, please note that the university's Facilities and Space Council adopted a moratorium on honorific bronze statues in February 2008. While proposals honoring distinguished individuals are welcome, figurative honorific statues continue to be discouraged.

### DEFINITIONS

**Official Public Art Policy:** [HOP 4-1290](#) is the policy that governs public art acquisitions at UT Austin. The below guidelines build upon the official procedures to provide clarification for Creative Projects on campus.

**Committee for the Review of Art (CRA):** A committee comprised of knowledgeable art academics and professionals who review the Non-programmatic Art Proposals. The name of the CRA chairperson can be found by contacting the chairperson of the Art and Art History Department or the Landmarks Director.

**Creative Projects:** This is a broad term used to capture an array of creative activities that the Committee for the Review of Art may review and approve as a university art installation in Public Spaces. It includes works of art such as monuments, sculptures, murals, performative actions, new media, happenings, and time-based works, as well as decorative arts, artistic infrastructure, and the like. Creative Projects may not be used to promote or advertise commercial enterprises. Creative Projects are submitted as a Non-programmatic Art Proposals, as defined in HOP 4-1290.

**Landmarks:** The University's public art program. [Landmarks](#) curates a collection of public art across the university campus that is broadly accessible and free to all. The program is overseen by a director and operates within the College of Fine Arts.

**Permanent Works:** Creative Projects that do not have an end date. These projects should have a funding source and plan for ongoing care and maintenance.

**Public Spaces:** For purposes of the CRA, this includes all sites exterior to buildings, and interiors that are generally open and accessible to people such as entrances, atria, trafficked corridors, and open reception areas. Public Spaces typically do not include areas such as conference rooms and private offices.

**Temporary Works:** Creative Projects that have an end date. These projects should include a funding source and plan for the removal of the project.

## **CRA REVIEW PROCESS**

### **PERMANENT CREATIVE PROJECTS**

The CRA Review Process governs all proposed Creative Projects in Public Spaces at UT Austin that fall outside the scope of Landmarks. This process is outlined in [HOP 4-1290](#):

1. The requesting unit must submit a proposal to the chairperson of the CRA.
2. The CRA will review and share its recommendation with the Provost and copy the Landmarks Director and Director of Campus Planning.
3. The Provost (or designee) will be responsible for gathering any additional feedback and submitting its recommendation to the President with a copy to the CRA, the Landmarks Director, and the Director of Campus Planning.
4. If the art is a gift, then Board of Regents' approval may be required and follow the process set forth by [Regents Rule 60101](#).
5. Decisions will be communicated in writing from the President to the CRA, with copy to the Provost, the Landmarks Director, the Director of Campus Planning, and any additional stakeholders.

### **TEMPORARY CREATIVE PROJECTS**

Temporary Creative Projects in exterior spaces follow the CRA Review Process with two additional steps that include:

- Sponsorship from a dean or director as expressed through a letter of recommendation to the CRA chair with copy to the Landmarks director and Director of Campus Planning.
- Review from the Office of Campus Planning and its recommendation to the CRA chair with copy to the Landmarks director.

With these additional pieces in place, the proposal may begin the CRA Review Process. After the CRA Review Process, final approval must be authorized by the university President.

## **CONSIDERATIONS**

### **TIMING**

Completed proposals must be submitted to the CRA at least 90 days prior to the desired start date. Please note that the review and approval process often requires longer than 90 days to complete. The longer the duration of the project, the more scrutiny it receives.

## **LOCATION MATTERS**

**Exteriors:** Proposed exterior Creative Projects follow the CRA Review Process.

### **Interiors:**

- Deans and directors have discretion to decorate and design their interior Public Spaces according to their programmatic needs.
- Donated gifts of art for interior spaces may be accepted at the Dean or Director's discretion without CRA review.
- Creative Projects may be incorporated in interior spaces as long as they do not include the purchase or commission art.
- All art purchases and artist commissions for interior spaces must either be submitted by Landmarks or follow the CRA Review Process

## **GIFTS OF ART**

Donated works of art in exterior spaces must follow the CRA Review Process, which includes approval by the Board of Regents (see [Regents Rule 60101](#)). Donated works of art for interior spaces may be accepted at the discretion of the Dean or Director without CRA review. Decisions to decline proposed donations of art may be communicated to the donor by the UT Development Office.

## **ADDITIONAL REVIEWS**

All proposed Creative Projects are subject to the review of multiple committees and offices. Although applicants should NOT contact these offices directly, they are listed to suggest the types of units that may be consulted during the review process.

- Campus Master Plan Committee
- Division of Diversity and Community Engagement
- Environmental Health and Safety
- Facilities, Planning, & Management - Landscape Services
- Facilities, Planning, & Management - Technical Review Team
- Fire and Life Safety
- Registered Accessibility Specialists
- University Code Official
- University of Texas Police Department
- Utilities and Energy Management

## **UNAUTHORIZED CREATIVE PROJECTS**

Unauthorized Creative Projects shall be removed at the University's discretion and may result in the loss of property, fines for damages, and disciplinary action.

## **ADDITIONAL DEPARTMENTAL CREATIVE PROJECTS**

The College of Fine Arts and the School of Architecture each have longstanding procedures for the display of student work at their facilities.

- To submit a proposal to display student work at the College of Fine Arts, visit <https://utexas.app.box.com/v/installation-approval>.
- For the School of Architecture, please submit your request to the building manager and the Assistant Dean of Administration.