

POLICIES FOR PERPETUAL CURATION OF ARCHAEOLOGICAL COLLECTIONS

Repository for Archaeological and Ethnographic Collections
Department of Anthropology
University of California, Santa Barbara
Phone: (805) 893-7098

UCSB serves as repository for archaeological and ethnographic collections because of their continuing research, educational, and heritage values. UCSB's Repository is available for the perpetual curation of archaeological collections in accordance with the provisions outlined below.

A. Priorities for Accepting Collections

1. First priority for storage in the repository will be given to collections generated by UCSB-employed researchers and active UCSB students.
2. Governmental agencies and private firms may establish long-term contractual agreements with UCSB for the curation of specimens. In such instances, it is the responsibility of the agency or firm to arrange for the curation of collections rather than an individual contractor in its employ.
3. Requests from non-UCSB individuals or UCSB employees or students acting in non-UCSB sponsored capacities will be considered on a space-available basis subject to all provisions of this document.

B. Origin and Types of Acceptable Materials

1. Materials that will be accepted for curation are those originating in the UCSB service area which includes Santa Barbara County (including offshore islands) and adjacent portions of neighboring counties. Materials originating outside of this area will be referred to appropriate institutions; only when other possibilities have been exhausted will special mitigating circumstances allow such collections to be curated at UCSB.
2. Human remains will be accepted for curation only if legally sanctioned. This normally requires written approval from the affected Native American group.

C. Conditions of Acceptance

1. Acceptance of a collection for curation by UCSB will be contingent upon the following minimal conditions:
 - a. the Repository must have available space;

- b. release of the materials to UCSB for curation must be legally documented;
- c. the collection must be in compliance with the *Procedures for the Submission of Archaeological Collections for Curation* issued by this repository; and
- d. the place of origin must be identified.

2. A curation fee will be assessed after the collection has been accepted for curation. This fee covers the cost of perpetual storage, storage containers, incidental curatorial supplies, and expenses and services of the curator.

If excessive amounts of staff time are required to prepare a collection for curation, additional charges will be made. The curation fee and additional charges are subject to change as cost of curation and associated charges increase.

3. Agreements to accept collections not derived from contract work must comply with all policies and procedures outlined previously.

D. Consequences of Acceptance:

In accepting the collection for curation, it is understood that:

1. Unless otherwise specified, the University is acting to safeguard significant cultural resources from physical damage and loss of assemblage integrity.
2. Materials accepted for curation at the request of a public agency frequently are regarded as property of that agency and may be recalled with due notice in accordance with memorandum of agreement arranged between the agency and UCSB. Service fees paid will not be returned.
3. Reasonable care will be taken to ensure the physical security of the collections accepted; however, UCSB will not be liable for losses that may inadvertently occur.
4. At the discretion of the Assistant Curator or the Faculty Director, collections accepted for curation may be made available to qualified individuals for research, education, and/or temporary display purposes.
5. All policies herein defined are subject to compliance with federal, state, UC Regents, and other relevant legal requirements.
6. Collections that do not originate with public agencies become property of the University upon acceptance for curation unless otherwise specified in a memorandum of agreement between the concerned parties.

Gifts

Agreements to accept gifts for curation (ethnographic and archaeological) must comply with the following:

1. In-kind gifts must be approved according to established University guidelines.
2. If the donor wishes a statement from UCSB for tax purposes, the donor must provide the Repository with a copy of all information prepared by a certified appraiser regarding a gift. It is the donor's responsibility to select and pay for the qualified appraiser. UCSB personnel are not able to certify the valuation of any gift for tax purposes.
3. If there is a question concerning the origin (e.g. burial goods) or acquisition of object(s), the donor must provide the Repository with a copy of all documentation regarding acquisition and/or ownership thereof.

Inquiries

Questions regarding the UCSB Repository should be directed to:

Assistant Curator
Repository for Archaeological and Ethnographic Collections
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(805) 893-7098