

INSTRUCTIONAL RESOURCES

ED
(REGULATION)

- USE OF LAKE ECKERT Lake usage shall be closely coordinated with the Maintenance Department, which has the responsibility for maintaining the lake and its resources. All fishing permits shall be issued through the Director of Physical Plant.
- FINE ARTS GALLERY Guidelines for exhibits in the Fine Arts Gallery follow:
1. Method of Application for Exhibit:
 - a. For student shows, each student may submit a specified number of works for selection by the art faculty to be hung in the gallery.
 - b. For nonstudent exhibits, the artist will present ten representative works or slides of work for consideration. The College will inform the artist of the decision within two weeks after receiving the entries.
 - c. The College may request that an artist exhibit in the gallery.
 - d. All exhibitors must submit work matted and/or prepared for hanging.
 2. Security and COM Responsibility

The gallery staff will take all possible precautions during the exhibition to avoid damage, loss, or theft, but will not be financially responsible for damage, loss, or theft. Some gallery exhibits will be insured.
 3. Hanging Exhibits:

The Gallery Director will be responsible for uncrating, hanging the exhibit, dismantling, and crating the exhibit for shipping, making shipping arrangements, training student helpers in handling and crating procedures.
 4. Continuing Education Exhibitions

At least two weeks per year will be allocated to Continuing Education for exhibiting the work of noncredit students and community artists.