



Policy for the Strategic Development of the Collections of The Hunterian, University of Glasgow

Policy Name	Hunterian Collections Development Policy
Approved by	Hunterian Strategic Development Board
Date Approved	21 November 2024
Last Reviewed	11 March 2013
Date of next review	November 2029

1 The Hunterian

1.1 The Hunterian's statement of purpose is:

Mission:

As an integral part of the University of Glasgow, the Hunterian preserves and develops its collections and expertise for innovation and engagement, to create meaning, value and relevance with academic, museum and civic communities.

Vision:

The Hunterian aims to be an ethical and accessible museum organisation that engages critically with its historic legacy for the benefit of all of its stakeholders and audiences in support of the University's effort to positively affect society.

- 1.2 The Hunterian Strategic Development Board, acting with authority delegated by the Court of the University of Glasgow, will ensure that both acquisition and disposal are carried out openly and with transparency.
- 1.3 By definition the Hunterian has a long-term purpose and holds collections in trust for the benefit of the public in relation to its stated objectives. The Hunterian Strategic Development Board therefore accepts the principle that sound curatorial reasons are established before consideration is given to any acquisition to the collection, or the disposal of any items in the Hunterian's collection.
- 1.4 Acquisitions outside the current stated policy will only be made in exceptional circumstances and subject to approval by the Hunterian Strategic Development Board.
- 1.5 The Hunterian recognises its responsibility, when acquiring additions to its collections, to ensure that care of collections, documentation arrangements and use of collections will meet the requirement of the Museum Accreditation Standard. This includes using Spectrum primary procedures for collections management. It will take into account limitations on collecting imposed by such factors as staffing, storage and care of collection arrangements.
- 1.6 In principle, disposal should not be motivated principally by financial reasons. Where the method of disposal will therefore be by sale and the procedures outlined below will be followed. In cases where disposal is motivated by financial reasons, the Hunterian Strategic Development Board will not undertake disposal unless it can be demonstrated that all the following exceptional circumstances are met in full:
 - the disposal will significantly improve the long-term public benefit derived from the remaining collection
 - the disposal will not be undertaken to generate short-term revenue (for example to meet a budget deficit)
 - all proceeds from the sale will be used for the benefit of the collection
 - extensive prior consultation with sector bodies has been undertaken
 - the item under consideration lies outside the Hunterian's established core collection
- 1.7 This Policy is to be read in conjunction with other Hunterian Policies available online at <https://www.gla.ac.uk/hunterian/about/policies>.

Specific reference is to be made to the following policies:

- The Hunterian Strategy 2021-2025
- Hunterian Academic Engagement Strategy
- Hunterian Human Remains Policy
- Hunterian Repatriation Policy

1.8 This Policy will be published and reviewed when required, at least once every five years. The date when the Policy is next due for review is noted above. Museums Galleries Scotland will be notified of any changes to this Policy, and the implications of any such changes for the future of existing collections.

2. History of the collections

The Hunterian cares for some of Scotland's finest collections that cover subjects as diverse as the history of medicine, zoology and art. The Hunterian's whole collection is 'Recognised' as nationally significant in Scotland.

The Hunterian's founding collection came through the bequest of Dr William Hunter (1718-1783) and, since we opened at the University of Glasgow in 1807, the collections have been developed in ways that reflect our deep relationship with empire, transatlantic slavery, colonialism and migration.

The Hunterian collections include outstanding Roman artefacts from the Antonine Wall; vast natural and life science collections; scientific instruments used by James Watt, Joseph Lister and Lord Kelvin; one of the world's greatest collections of coins and medals and objects and belongings brought to Glasgow from around the world during hundreds of years of trade, empire, exploitation and migration.

The Hunterian is also home to one of the most distinguished public art collections in Scotland and features the work of James McNeill Whistler, various works by the Glasgow Boys and Scottish Colourists, the largest single holding of the work of Scottish artists Margaret MacDonald and Charles Rennie Mackintosh, along with The Mackintosh House, the reassembled interiors from their Glasgow home. The Hunterian has also developed an important collection of works by leading contemporary artists.

3. Overview of current collections

Anatomy

(5,500 items)

The collections comprise mainly of anatomical and pathological wet preparations of human and animal tissues and organs, but there are also significant amounts of skeletal material, calculi, animal taxidermy specimens, medical instruments and equipment, and teaching models. There are approximately 4,000 individual human remains.

The origins of this collection are the medical teaching materials amassed by Hunter in his career as anatomist, obstetrician and doctor. Further additions were made to the anatomy and pathology collections in later years by members of the University of Glasgow Anatomy Department including Prof. Allen Thomson, Prof. John Cleland, Sir William Macewen, Prof John H. Teacher and Prof J.A.G. Burton.

Collections or items of note: more than 700 human skulls, the majority of which came from a burial site in Glasgow but also include remains from people from around the world; around 500 calculi or stones from both humans and animals; 19th century Ziegler wax developmental models used for teaching; wet specimens of organs of the extinct thylacine or Tasmanian tiger; and specimens made using recent techniques such as corrosion and plastination. Some of the most striking specimens in the Anatomy collection are those associated with Hunter's research leading to his most significant contributions to the advancement of medicine; examples include the series of plaster casts made from the bodies of unknown women who died during the ninth month of their pregnancies, as illustrated in Hunter's work, *The Anatomy of the Gravid Uterus Exhibited in Figures* (1774).

Archaeology

(Approximately 70,000 items)

The Hunterian Archaeology collection is large, diverse, and complex. Primarily a collection of Scottish archaeology, its strengths include Roman distance slabs, altars and material culture from the Antonine Wall, as well as Iron Age and Early Medieval assemblages from excavations undertaken by the museum and the University's Archaeology department during the 20th century. The donation of chance finds, and the collecting activities of the museum's major private donors over the last two centuries, most notably Andrew Henderson Bishop and James Walls Cursiter, have also given the Hunterian strong collections of Mesolithic, Neolithic, and Bronze Age date from the whole of Scotland, and particularly Strathclyde and western Scotland. The museum also holds a significant collection of Palaeolithic tools from England and France.

Although there are some Mediterranean artefacts which were in William Hunter's founding bequest, and others were donated during the 19th century, the bulk of our collections from Egypt and the Levant stem from the University's financial support of the British Schools of Archaeology in Egypt and Jerusalem during the early-to-mid 20th century. Particularly notable assemblages stem from the excavations of Flinders Petrie, Dorothy Garrod, John Garstang and Kathleen Kenyon, at well-known sites such as Thebes-Luxor, Amarna, Jericho, Jerusalem, and Mount Carmel. The museum also holds a small collection of Greek, Etruscan and Roman ceramics, which are actively used for teaching, research, and exhibition alongside the remainder of this diverse collection.

Mineralogy and Petrology

(Approximately 162,500 specimens)

The Hunterian Museum holds over 120,000 rock and mineral specimens, with around 40,000 rock thin sections, as well as around 1500 cut gemstones, and 70 meteorites. The mineral collections include several very important older collections including those of William Hunter (one of the few surviving 18th century mineral collections anywhere), Thomas Brown of Lanfine (Scottish and world minerals), Frederick Eck (South American, and world minerals), James "Paraffin" Young (world-wide), Frank Rutley (world-wide; the author of *Rutley's Elements of Mineralogy*), and Alexander Thoms (mostly Scottish), plus many more. Particular areas of strength include Leadhills-Wanlockhead minerals, Scottish Carboniferous zeolites, greenockite, old East European mining localities, old South American mining districts, Australian gold deposits, and gemstones.

The rock collections include much material resulting from the research activities of Glasgow University geologists over the past two centuries. Particular strengths include Antarctic and sub-Antarctic islands; Iceland, Jan Mayen and Spitzbergen; Bernard Leake's extensive Connemara rock collections, the geology of Mull, JW Gregory collections including Yunnan, Burma, Peru, and Australia, meteorites (including the High Possil meteorite which fell in

Glasgow in 1804); GW Tyrrell's collections from Russia, Iceland, and Scotland; building stones, Alex Herriot's collection of thin-sections and rocks, and a huge range of other research, teaching and display rocks from around the world.

Numismatics

(Approximately 100,000 objects)

The Hunterian houses one of the world's great numismatic collections containing coins, medals, tokens and related objects. The original Hunter bequest, assembled 1770-83, comprises over 30,000 items and was second only in importance to the French Royal cabinet at the time.

The collection contains an outstanding range of coinage, most notably Ancient Greek, Roman (Republican and Imperial), Byzantine, Scottish and English medieval, also modern British and world issues. Historical medals from the Renaissance to contemporary Scotland are also well represented, in particular Jacobite material and Papal issues. Many of these items are unique or extremely rare. Other significant numismatic holdings include communion tokens, medals relating to the University of Glasgow and its alumni, and an extensive series of Scottish countermarked dollars.

Palaeontology

(Approximately 152,000 specimens)

The catalogued palaeontological collections at the Hunterian include over 10,000 fossil plants, 10,000 vertebrates, 50,000 corals, 5,000 graptolites, 10,000 trilobites, 6,000 other arthropods, 40,000 molluscs, 10,000 microfossils, 5,000 brachiopods, 9,000 echinoderms, 10,000 thin sections of plants and other fossils, and several thousand Type and figured fossils. Important acquisitions include the first discovered Scottish dinosaurs from the 1980s and dinosaur material collected by the famous Georgian general practitioner, Gideon Mantell. Other key collectors from whom material had been acquired include Alfred Leeds (Jurassic of Peterborough), the Reverend David Ure (earliest figured fossils from Scotland (1793)). The trilobite collection is one of the most important in the World, with research collections built up over the last 200 years from collectors and researchers in Scotland including Elizabeth Anderson Gray, Dr Keith Ingham, and George Rae. The George Rae bequest includes over 6,000 specimens of ammonites, fish, plants, but mostly trilobites.

Scientific and Medical History

(5,760 objects)

The Hunterian cares for a large number of scientific and medical instruments collected from the 18th century onwards. Much of this material was used for research and teaching activities at the University of Glasgow. Items primarily relate to physics, chemistry, experimental psychology, engineering, obstetrics and surgery. Notable amongst the instruments is the University's model Newcomen Engine, which was repaired by James Watt and provided significant inspiration for his improvements to steam power technology. The large collection of instruments associated with William Thomson (Lord Kelvin) includes apparatus used in his pioneering research into electricity, telegraphy, navigation, and thermodynamics, as well as examples of electrical instruments commercially produced through his various business partnerships. There are items used or created by William Hunter, Joseph Lister, James Prescott Joule, Frederick Soddy and other notable scientists. There is a large collection of early to mid-20th century mechanical and electronic calculating machines, examples of early 20th century medical physics glassware, a significant collection of mid-20th century thermionic valves, and tide gauges used in the 19th and 20th century to record tides along the River Clyde. There is also a collection of items from the Glasgow

College of Nursing, as well as early 20th century examples of hospital furniture and assistive technologies.

University History

(800 objects)

The Hunterian houses objects relating to the history, buildings, staff and alumni of the University. There are fragments from the structure of the Old College built in the 17th century and demolished in 1870 when the University relocated to the Gilmorehill campus. Highlights include the University's silver-gilt mace dating from 1465, the 18th century Blackstone Chair once used for oral examinations, and 1809 furniture from the original Hunterian Museum in Glasgow.

Western Art

(42,000 objects - decorative and applied art – 1,745; drawings – 1,300; oil paintings – 970; prints – 36,000; sculpture – 130; watercolours – 1,000; contemporary film - 15)

For almost 350 years, the University of Glasgow has actively commissioned, purchased, and exhibited artwork. Initially focused on enhancing its identity and academic stature, the University started collecting the likenesses of historical figures reflecting its allegiances as well as professors and notable alumni in the late 17th century. When the Hunterian opened in 1807, it became the first museum in Britain to house a gallery of paintings. The collection consisted of 58 paintings, complemented by prints reflecting Hunter's desire to support the rise of a "British School" and emphasize his belief that art should follow nature closely, through the representation of artists including Stubbs, Ramsay, and Chardin. The Art collection has grown through further significant bequests, donations, and purchases. Today, it spans, chronologically, the 15th to the 21st century and mostly consists of Western Art. Over a thousand paintings and more than forty thousand works on paper are complemented by a small but significant group of sculptures, as well as applied and decorative art objects.

The extensive collection of prints reflects the development of western printmaking from the 15th century to the present day. It includes prints by Dürer and other early German engravings; Italian prints from 1500-1700; 17 and 18th century portraiture; 18th and early 19th century caricatures; 19th and early 20th century prints. The modern and contemporary collection strength lies in its breadth, with significant work from across Europe and North America and most particularly in its representation of 20th century British, especially Scottish, and German Expressionism. In addition, there are approximately 1200 drawings spanning various periods, including a few Old Master drawings, although British works from the 18th century onwards dominate.

Works by the Glasgow School and the Scottish Colourists are among the best to be found in public collections. Many of the artists involved with the rise of a distinctive Scottish school of painting over the late 18th century and through the 19th century are also represented. The Mackintosh collection, centred on the architect's Estate and the Davidson Gift of 1945, provides in-depth representation of all aspects of Mackintosh's output, from furniture and interior design to architecture, graphic design and watercolour painting. Highlights include the reassembled principal interiors of the Mackintosh's Glasgow house, presented as The Mackintosh House, a permanent installation within the Art Gallery. It is complemented by strong holdings of the work of Margaret and Frances Macdonald and J. Herbert McNair, and representative examples of works by other Glasgow Style designers, including Annie French, Jessie M. King and George Walton.

The Whistler collection, founded on major gifts made by Whistler's sister-in-law and heir, Rosalind Birnie Philip, in 1935, 1954 and a bequest upon her death in 1958, provides a particularly good representation of Whistler's late work and his portraiture, and comprises furniture, silver and ceramics, an extensive holding of the artist's materials, and a varied

group of personalia. It is complemented by a small but important group of works by some of Whistler's contemporaries, including French Impressionists.

More recently, art produced after the Second World War in Britain, Europe and America has become an important addition to the Hunterian art collections. Between the 1960s and the 1980s, a period of intense collecting resulted in the acquisition of exceptional examples of Pop, abstract expressionist, and non-figurative art by internationally renowned artists.

These collections are complemented by a small holding of European sculptures, spanning widely in style and chronology from the 18th to the 21st century, with strength in the 20th century. Highlights are the impressive entrance doors to the Hunterian Art Gallery that were specifically commissioned from Paolozzi and the small collection of 20th century works by British artists.

The Hunterian also holds some important works of 21st century art in varied media, including works on paper, sculpture and digital moving image works. Artists such as Ulrike Ottinger, Adam Pendleton, Elizabeth Price, Charlie Prodger, Lis Rhodes, Jimmy Robert, Georgina Starr and Cathy Wilkes have joined the collection through commissions and acquisition grants, such as Art Fund's Moving Image Fund for Museums.

Although not a major part of the Hunterian collections, European decorative arts are represented mostly through 19th century Scottish ceramics donated by Harry Kelly in 1998 and bequeathed in 2008; material previously classified as belonging to the Historical Collection such as 17th – 19th century pewter and glass.

World Art and Material Culture (Approximately 4,000 items)

The World Art and Material Culture collection contains historical and contemporary material culture from across the world, preserving and expressing the richness of humanity's living material and artistic heritage. Given the nature of previous collecting and acquisition methods, the names of many of the artists and makers of these items are unknown. The collection's largest geographical sections comprise art and artefacts from Africa, Oceania, and Asia, alongside smaller collections from the Americas and Europe. The collection's principal strengths include figural sculpture; dress, textiles and jewellery; arms and armour; tools and implements.

African collections include a substantial West African collection, with strengths in Yoruba and other Nigerian art traditions, largely attributable to the agency of Frank Willett; a significant collection of Southern African archaeology and art accumulated by PW Laidler; and a large East African (primarily Kikuyu) collection made by Church of Scotland missionary Marion Scott Stevenson.

Pacific collections include Polynesian and Melanesian items acquired during the three voyages of Captain James Cook; a large 19th-20th century collection of pan-Pacific artworks acquired by the London Missionary Society missionary George Turner and his descendants; Melanesian items collected by labour-trade regulator Douglas Rannie; Aboriginal Australian material collected by Emile Clement.

Asian collections include Indian arms & armour collected in the late 19th century by the Mumbai-based Campbell family of East India merchants; an interesting collection of early-20th century Bengali arts and crafts donated by Lord Pentland; a significant collection of dress & textiles from northern Myanmar collected by Leslie Langley; and a diverse collection of Chinese artefacts carved in jade and other stones donated by Ina Smillie.

Collections from the Americas include Nuu-Chah-Nulth material collected at Nootka on

Cook's third voyage; Chimu and Chimu-Inca ceramics excavated near Trujillo in northern Peru; and several interesting items from Guyana and Surinam. European collections are primarily Scottish, including a range of traditional weaponry, dress items, and musical instruments, as well as items connected with the history of the university, Glasgow, and Scotland.

Zoology

(Entomology – 518,000 specimens; Zoology – 73,200 specimens)

The Zoology collections represent most of the major groups of animals but with particular strength in the insects. The historical core of the collection is Hunter's natural history material of which shells, insects and corals survive today, some specimens from which are associated with major 18th century figures such as Captain Cook, Joseph Banks, Johann Christian Fabricius and Daniel Solander. Reflecting its growth as the University's teaching and reference collection, there is broad coverage of the animal kingdom with good mammalian osteology and a spirit collection of several thousand specimens representing mainly invertebrates and the lower vertebrates. The entomology collections were enhanced in the mid-20th century by two major donations of Coleoptera from T.G. Bishop and the British insects of JJFX King. University staff added significant material in the areas of economic, medical and regional (Scottish) entomology. Other notable study collections include John Graham Kerr's South American lungfish, both recent and historical mollusc shells from around the world, Himalayan and Australasian bird skins, resin burrow casts of marine organisms and the Hansell collection of animal artefacts (the National Nest Reference Collection, insect nests and other constructions)

4. Themes and priorities for future collecting

The development of the Hunterian collections since the 18th century have been both opportunistic and focused. While the bulk of the collections have been driven by the teaching and research activities of the University of Glasgow, there have also been acquisitions made possible by the wishes of private benefactors. The Hunterian has a responsibility to this past, while maintaining and further developing its relationships across the University, Glasgow, Scotland and beyond. Future collections development will recognise these relationships and prioritise development with specific reference to the aims of The Hunterian Strategy¹.

4.1 General themes and priorities

As a multi-disciplinary museum and gallery with an active development programme, the collections are international in scope, and acquisitions are wide-ranging and not limited to particular time periods, localities or even material types. However, some geographic and temporal criteria may apply within specific collection areas.

The Hunterian will develop individual collecting programmes for curatorial areas covering small scale and low value items, e.g. the National Nest Reference Collection. These programmes will be focussed on specific areas of the collections and connect to known research, teaching and/or exhibition activity. Consequently, these programmes will normally be time-limited and subject to **quarterly reporting** and **annual review**.

For all areas of the collection, the existence of good quality associated information and stories will be important criteria when considering the acquisition of pre-existing collections.

4.2 Collection-specific themes and priorities

¹ Available at <https://www.gla.ac.uk/hunterian/about/reportsandpolicies/>

While the following are the main spheres of current collecting interest, the development of the collections is not limited to these and the Hunterian does not discount other areas of acquisition falling within the existing collection areas and curatorial skills and resources.

The Hunterian will prioritise the development of collections which contribute to its Strategic aims:

- Support and enhance University of Glasgow teaching and research programmes and priorities.
- Develop thematic connections across multiple Hunterian collection areas.
- Critically examining the legacies of Glasgow's, Scotland's and the United Kingdom's imperial history
- Support the redevelopment of Hunterian temporary exhibitions and permanent displays.
- Connect to and encourage engagement between the Hunterian and communities in Glasgow, Scotland and beyond.

Collection-specific priorities are:

4.2.1 Anatomy

The Anatomy collection is closed to new acquisitions, except for Hunter or Hunter-related European specimens coming to light, or historically significant human remains being transferred from the School of Medicine, Dentistry and Nursing. Modern anatomy and pathological human tissue specimens are the responsibility of licensed anatomists and facilities of the School of Medicine, Dentistry and Nursing, under the terms of the Human Tissue (Scotland) Act 2006. The Hunterian does not input into this and does not receive specimens from these processes.

4.2.2 Archaeology

Collecting priorities include material originating at or very near western Scottish sites, primarily of Roman and Iron Age date; Mesolithic assemblages; Neolithic and Bronze Age ceramics, organic finds, and metallurgy; Medieval and post-Medieval assemblages; closely complementary material of similar date from elsewhere in Western Scotland; material originating from the excavation, collecting, or academic activities of the University, of which the museum already holds significant collections; well-provenanced non-British material which has been in Scotland for more than 50 years.

4.2.3 Mineralogy and Petrology

The principal areas of collecting activity include Scottish rocks and minerals, especially those representing the geology of the west of Scotland; non-Scottish material which particularly complements the existing collections. Priority areas include material collected by minority/underrepresented individuals and groups, and material that has a strong community-based connection

4.2.4 Numismatics

The principal areas of collecting interest include Greek, Roman, Byzantine, Medieval and Scottish coins, which contribute to teaching, research, exhibitions and the enhancement of the collection. Also, European coins that circulated in Scotland; Scottish banknotes; Scottish trade and communion tokens; Scottish paranumismatica; Scottish-related modern art medals; historical, prize and war medals, orders and decorations, and other numismatic

objects particularly relating to the University of Glasgow, City of Glasgow and West of Scotland.

4.2.5 Palaeontology

The principal areas of collecting activity include fossils of Scottish origin, especially those from the west of Scotland; non-Scottish material which particularly complements the existing collections.

4.2.6 Scientific and Medical History

Collecting is usually limited to items with a significant association with the history of research or teaching in STEM (Science, Technology, Engineering & Medicine) at the University of Glasgow. Additions to existing collections areas will not normally actively be sought except when they contribute to increasing the representation of historical members of the University whose contributions are currently underrepresented and under-recognised. Recent (defined as post-2010) tangible and intangible heritage of STEM at Glasgow will be proactively identified, documented and collected in specific targeted disciplines and subdisciplines, but it is not the intention for this collecting to be comprehensive or representative of all STEM activity at the University. Although not the only criteria for collection, future display and teaching will be important factors in decision-making, as will meeting the needs of priority audiences identified by the Hunterian.

4.2.7 University History

Collecting is limited to items with a significant association with the history of the University.

4.2.8 Western Art

The principal focus of collecting is on consolidating, complementing, and strengthening the existing collections. Specific areas of priorities are works by women artists and other under-represented groups; works that strengthen the international scope of the collections; works that shed light on the development of Scottish art; works produced by, or related to, the Glasgow Four and Whistler. In addition, the Hunterian is developing a wider collection of contemporary art and intends to broaden the collection of sculpture from the 14th century to the 20th century.

4.2.9 World Art and Material Culture

The principal focus of collecting is on consolidating, complementing, and strengthening the existing collections. Specific areas of priorities are textiles and basketry; ceramics; woodcarvings; jewellery; tools; contemporary and tourist art.

4.2.10 Zoology (including entomology)

The principal areas of collecting activity include British bird nests augmenting the National Nest Reference Collection; vertebrate material particularly mammalian and avian osteology; terrestrial and aquatic non-insect invertebrates that complement the existing collections, including corals, arachnids, molluscs and brachiopods; Scottish insects.

5. Themes and priorities for rationalisation and disposal

5.1 The Hunterian recognises that the principles on which priorities for rationalisation and disposal are determined will be through a formal review process that identifies which collections are included and excluded from the review. The outcome of review and

any subsequent rationalisation will not reduce the quality or significance of the collection and will result in a more useable, well managed collection.

5.2 The procedures used will meet professional standards, the Museums Association Disposal Toolkit and Spectrum. The process will be documented, open and transparent. There will be clear communication with key stakeholders about the outcomes and the process.

5.3 General areas for review include:

- Collections without context and supporting documentation and/or data.
- Objects/specimens in poor condition beyond reasonable use or which present a risk to Hunterian staff and audiences.
- Objects/specimens containing known hazards which present a risk to Hunterian staff and audiences.
- Objects/specimens which have an identifiably greater use, utility or relevance in another public museum, gallery or research organisation.

6. Legal and ethical framework for acquisition and disposal of items

6.1 The Hunterian recognises its responsibility to work within the parameters of the Museum Association Code of Ethics when considering acquisition and disposal.

7. Collecting policies of other museums

7.1 The Hunterian will take account of the collecting policies of other museums and other organisations collecting in the same or related areas or subject fields. It will consult with these organisations where conflicts of interest may arise or to define areas of specialism, in order to avoid unnecessary duplication and waste of resources.

7.2 Specific, but not exclusive, reference is made to the following museums and other key collecting institutions with complementary collections:

Scotland:

Glasgow Museums
Glasgow School of Art
The National Galleries of Scotland
The National Museums of Scotland
The National Trust for Scotland
The Royal College of Surgeons of Edinburgh
The Royal College of Physicians and Surgeons of Glasgow

Other UK national museums and collecting organisations, including:

British Geological Survey
The British Museum
The Natural History Museum
The Science Museum Group
Tate
The Victoria & Albert Museum

8. Management of archives

8.1 As the Hunterian holds archives, including photographs and printed ephemera, its governing body will be guided by the Code of Practice on Archives for Museums and Galleries in the United Kingdom (third edition, 2002). Where necessary the Hunterian will consult with the University of Glasgow Archives and Special Collections on the care and management of archival material

9. Acquisition procedures

9.1 All proposed acquisitions and acquisition programmes will be submitted will be submitted on the standard Acquisition Proposal Form (see Appendix I). They will be discussed at the monthly Hunterian Collections Development Group which then makes recommendations for ratification at the monthly Hunterian Leadership Team meeting.

9.2 The Hunterian will exercise due diligence, and make every effort not to acquire, whether by purchase, gift, bequest or exchange, any object or specimen unless the governing body or responsible officer is satisfied that the Hunterian can acquire a valid title to the item in question.

9.3 The Hunterian will not acquire any object or specimen unless it is satisfied that the object or specimen has not been acquired in, or exported from, its country of origin (or any intermediate country in which it may have been legally owned) in violation of that country's laws. (For the purposes of this paragraph 'country of origin' includes the United Kingdom).

9.4 In accordance with the provisions of the UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, which the UK ratified with effect from 1st November 2002, the Hunterian will reject any items that have been illicitly traded. The governing body will be guided by the national guidance on the responsible acquisition of cultural property issued by the Department for Culture, Media and Sport in 2005.²

10. Human Remains

10.1 As the Hunterian holds and may acquire human remains from any period (subject to the terms of 5 Limitations on Collections above), it will follow the guidelines in the 'Guidance for the Care of Human Remains in Scottish Museums' issued by Museums Galleries Scotland in 2011³.

11 Biological and geological material

11.1 So far as biological and geological material is concerned, the Hunterian will not acquire by any direct or indirect means any specimen that has been collected, sold, or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of the United Kingdom or any other country, except with the express consent of an appropriate outside authority.

² *Combating Illicit Trade: Due Diligence Guidelines for Museums, Libraries and Archives on collecting and borrowing Cultural Material* (DCMS, October 2005)

³ <https://www.museumsgalleryscotland.org.uk/advice-article/introduction-to-human-remains-in-museums/>

11.2 Fossil collecting will be undertaken in accordance with the guidelines set out in the Scottish Fossil Code as endorsed by the Scottish Executive and published on the 5th June 2007⁴, or in any subsequent updates to the Code.

11.3 The Hunterian will consider the potential environmental and ethical implications of any incoming specimens, as well as their scientific and educational value.

12. Archaeological material

12.1 The Hunterian will not acquire archaeological antiquities (including excavated ceramics) in any case where the governing body or responsible officer has any suspicion that the circumstances of their recovery involved a failure to follow the appropriate legal procedures.

12.2 In Scotland, under the laws of *bona vacantia* including Treasure Trove, the Crown has title to all ownerless objects including antiquities. Scottish archaeological material cannot therefore be legally acquired by means other than by allocation to the Hunterian by the Crown. Where the Crown chooses to forego its title to a portable antiquity, a Curator or other responsible person acting on behalf of the University of Glasgow, can establish that valid title to the item in question has been acquired by ensuring that a certificate of 'No Claim' has been issued on behalf of the Crown.

13. Exceptions

13.1 Any exceptions to the above clauses will only be because the Hunterian is:

- acting as an externally approved repository of last resort for material of local (UK) origin
- acting with the permission of authorities with the requisite jurisdiction in the country of origin

In these cases, the Hunterian will be open and transparent in the way it makes decisions and will act only with the express consent of an appropriate outside authority. The Hunterian will document when these exceptions occur.

14. Spoliation

14.1 The Hunterian will use the statement of principles 'Spoliation of Works of Art during the Nazi, Holocaust and World War II period', issued for non-national museums in 1999 by the Museums and Galleries Commission.

15. The Repatriation and Restitution of objects and human remains

15.1 Following the procedures laid out in the Hunterian's *Human Remains Policy* and *Repatriation Policy*, both available online, the Hunterian's governing body may take a decision to return human remains, objects or specimens to a country or people of origin.

15.2 The deaccession, repatriation, restitution or disposal of human remains will follow the guidelines in the 'Guidance for the Care of Human Remains in Scottish Museums' issued by Museums Galleries Scotland in 2011.

⁴ <https://www.nature.scot/scottish-fossil-code>

15.3 The Hunterian will take such decisions on a case-by-case basis; within its legal position and taking into account all ethical implications and available guidance. This will mean that the procedures described in 16.1-5 below will be followed but the remaining procedures are not appropriate.

16. Disposal procedures

16.1 All disposals will be undertaken with reference to the Spectrum primary procedures on disposal.

16.2 The governing body will confirm that it is legally free to dispose of an item. Agreements on disposal made with donors will be taken into account.

16.3 When disposal of a museum object is being considered, the Hunterian will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to the original grant will be followed. This may include repayment of the original grant and a proportion of the proceeds if the item is disposed of by sale.

16.4 When disposal is motivated by curatorial reasons the procedures outlined below will be followed and the method of disposal may be by gift, sale, exchange or as a last resort – destruction.

16.5 The decision to dispose of material from the collections will be taken by the governing body only after full consideration of the reasons for disposal. Factors including public benefit, the implications for the museum's collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. Where relevant, expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities and others served by the museum will also be sought ensure that the disposal process is carried out openly and with transparency.

16.6 A decision to dispose of a specimen or object, whether by gift, exchange, sale, or destruction (in the case of an item too badly damaged or deteriorated to be of any use for the purposes of the collections or for reasons of health and safety), will be the responsibility of the Hunterian Strategic Development Board, itself acting on the advice of the professional curatorial staff. All proposals will, in the first instance, require the recommendation of the Hunterian Collections Development Group and support of the Hunterian Leadership Team.

16.7 Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain. It will therefore be offered in the first instance, by gift or sale, directly to other Accredited Museums likely to be interested in its acquisition.

16.8 If the material is not acquired by any Accredited museum to which it was offered as a gift or for sale, then the museum community at large will be advised of the intention to dispose of the material normally through a notice on the MA's Find an Object web listing service, an announcement in the Museums Association's Museums Journal or in other specialist publications and websites (if appropriate).

16.9 The announcement relating to gift or sale will indicate the number and nature of specimens or objects involved, and the basis on which the material will be transferred to another institution. Preference will be given to expressions of interest from other Accredited Museums. A period of at least two months will be allowed for an interest

in acquiring the material to be expressed. At the end of this period, if no expressions of interest have been received, the museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

Disposal by sale

- 16.10 Any monies received by the Hunterian governing body from the disposal of items will be applied for the benefit of the collections. This normally means the acquisition of further items, or improvements relating to the care of collections in order to meet, or exceed, Accreditation requirements relating to the risk of damage to and deterioration of the collections. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way. Advice on those cases where the monies are intended to be used for the care of collections will be sought from Museums Galleries Scotland.
- 16.11 The proceeds of a sale will be ring-fenced so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard.

Disposal by exchange

- 16.12 The nature of disposal by exchange means that the Hunterian will not necessarily be in a position to exchange the material with another Accredited museum. The governing body will therefore ensure that issues relating to accountability and impartiality are carefully considered to avoid undue influence on its decision-making process.
- 16.13 In cases where the governing body wishes for sound curatorial reasons to exchange material directly with Accredited or non-Accredited museums, with other organisations or with individuals, the procedures in paragraphs 16.1-5 will apply.
- 16.14 If the exchange is proposed to be made with a specific Accredited museum, other Accredited museums which collect in the same or related areas will be directly notified of the proposal and their comments will be requested.
- 16.15 If the exchange is proposed with a non-Accredited museum, with another type of organisation or with an individual, the museum will place a notice on the MA's Find an Object web listing service, or make an announcement in the Museums Association's Museums Journal or in other specialist publications and websites (if appropriate).
- 16.16 Both the notification and announcement must provide information on the number and nature of the specimens or objects involved both in the museum's collection and those intended to be acquired in exchange. A period of at least two months must be allowed for comments to be received. At the end of this period, the governing body must consider the comments before a final decision on the exchange is made.

Disposal by destruction

- 16.17 If it is not possible to dispose of an object through transfer or sale, the governing body may decide to destroy it.

- 16.18 It is acceptable to destroy material of low intrinsic significance (duplicate mass-produced articles or common specimens which lack significant provenance) where no alternative method of disposal can be found.
- 16.19 Destruction is also an acceptable method of disposal in cases where an object is in extremely poor condition, has high associated health and safety risks or is part of an approved destructive testing request identified in an organisation's research policy.
- 16.20 Where necessary, specialist advice will be sought to establish the appropriate method of destruction. Health and safety risk assessments will be carried out by trained staff where required.
- 16.21 The destruction of objects should be witnessed by an appropriate member of the museum workforce. In circumstances where this is not possible, e.g. the destruction of controlled substances, a police certificate should be obtained and kept in the relevant object history file.
- 16.22 Full records will be kept of all decisions on disposals and the items involved and proper arrangements made for the preservation and/or transfer, as appropriate, of the documentation relating to the items concerned, including photographic records where practical and in accordance with the Museums Association Disposal Toolkit and the Spectrum procedure on deaccession and disposal.