

SAMUEL DORSKY MUSEUM of ART

State University of New York at New Paltz

Guidelines for Faculty Use of Museum Resources

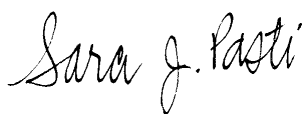
Dedicated in 2001 and comprising more than 9,000 square feet of exhibition space distributed over six galleries, the Dorsky Museum is one of the largest museums within the SUNY system. The museum's mission is to (1) support and enrich the academic programs at the university, (2) present a broad range of national and international art for study and enjoyment, and (3) serve as a center for Hudson Valley arts and culture of both the past and the present.

What is today the Samuel Dorsky Museum of Art at SUNY New Paltz began over 40 years ago, when a number of interested faculty of the College began collecting objects intended for use in their teaching. In short order, this collection became the nucleus of the College Art Gallery, founded in 1964 and directed by Peter Bohan, a member of the Art History faculty. Under the later direction of Neil C. Trager, the College Art Gallery's mandate was broadened, expanding both its exhibition program and its collections, leading to its transformation into the Dorsky Museum.

Today, the museum hosts a regularly revolving series of exhibitions that address a wide range of time periods and cultures, with a special emphasis on work made by artists in the Hudson Valley and Catskill Mountain region. Its collections include over 5,500 objects, with special strengths in photography (2,500 prints, plus long-term storage of 1,500 works from the collection of the Center for Photography in Woodstock) and in metals (with over 150 examples). In addition, the Museum's holdings encompass work from ancient Egypt to Australian aboriginal bark paintings, from 20th-century paintings to folk-art ceramics, to artists' books, with many more eras and genres in between.

In keeping with the Dorsky's original *raison d'être*, the museum's small but dedicated staff are available to help the teaching faculty use its resources in their courses. Attached is a summary of the basic policies and procedures involved in arranging class visits to exhibitions, and in using objects from the collections for class purposes.

We encourage you to find effective ways to use the resources of the Dorsky to engage your students and expand their understanding of art, culture, history, science, and many other disciplines through their encounter with the wide range of objects in the museum's collections. If you have any practical or pedagogical questions regarding use of these important resources in your teaching, please feel free to contact the Dorsky Museum Faculty Liaison, Beth E. Wilson, whose contact information is listed at the end of these guidelines, along with that of other key museum personnel. All of us on the staff are here to help facilitate the use of the museum and its collections by our teaching faculty, in order to support the College's educational mission.



Sara J. Pasti
The Neil C. Trager Director

Class visits to museum exhibitions

The regular opening hours of the museum are Wednesday through Sunday, 11 am to 5 pm (closed on select school holidays and over intersession). Unfortunately, due to staffing limitations, we are only able to offer access to the exhibitions during these hours.

If you would like to conduct a self-guided tour of one or more of the museum's exhibitions with your class during regular opening hours, you must call x3844 or email pickeria@newpaltz.edu with your request. (We reserve the right to refuse classes arriving without prior approval, especially if there is already another class on the schedule for that time period.) Such requests are granted on a first-come, first-served basis, so you should submit your inquiry as early as possible to avoid being disappointed. If you are teaching a large class (30 or more students), you might consider splitting the class into two groups, leading each on a separate tour for half of your normally scheduled class period, to facilitate individual engagement with the objects on display.

If you have special requests or specific procedural questions about organizing your class visit, please feel free to contact Beth E. Wilson, the museum's Faculty Liaison, at x3896 or via wilsonb@newpaltz.edu.

Using objects drawn from the collections

If you are interested in using specific objects not currently on view from the museum's collections, you will need to work with Wayne Lempka, the Art Collections Manager. Wayne may be reached at x3845 or by email at lempkaw@newpaltz.edu. Given the logistics of pulling the work, and displaying it for your class, we ask that you place your requests at least one month in advance of the class meeting in question.

Your first step will be to determine which work(s) you would like to use. The Museum uses a collection database called EmbARK, which is accessible to faculty via a dedicated kiosk in the museum offices. (The museum recently received a major grant to digitize the collections for access via the internet, a process that will not be complete for several years.) Please make an appointment with Wayne Lempka to consult our holdings via the kiosk in the museum offices; he can also offer suggestions based on his knowledge of the collections to assist you in selecting appropriate work.

Given the demands placed on the facility to display collection work, we ask that you schedule such visits on either Monday or Tuesday, days when the museum is normally closed to the public. The space used to display the work to your class will vary depending on the size of the group and the objects being used. The museum has a seminar room that can accommodate up to 12 students (plus the instructor) at one time, and is equipped with a picture rail and a large conference table to display the work. If a larger space is needed, we can set up work tables in an open space in one of the galleries for the duration of your class visit.

Basic rules of the road

When visiting the museum, we ask that your classes observe the following rules and regulations, which have been designed with the protection of the artworks and the access of the public (during regular opening hours) in mind. It would be helpful if you could familiarize your students with these basic rules in advance of your class visit.

1. When entering the museum, we ask that students deposit all large bags, packages, and backpacks in a location indicated by museum staff.
2. NO food or drink (including water bottles) are permitted in the museum.
3. Students should take notes in the galleries only in pencil (no pens please!).
4. All visitors must remain at least two feet away from the artwork—please no pointing or gesticulating close to the work (even by the instructor!).
5. Please also do not touch or lean on the walls of the museum—the museum has clipboards available to enable students to complete worksheets, etc. if necessary.
6. If visiting during normal public viewing hours, we ask that students position themselves so as not to block access to the work for an extended period of time by other visitors.
7. In all cases, the directions of museum staff (including gallery attendants) must be followed. Failure to do so may result in ejection of the offending individual(s) from the museum.

Museum Staff

Name	Title	Email	Phone
Sara Pasti	Director	pastis@newpaltz.edu	x3846
Brian Wallace	Curator	wallaceb@newpaltz.edu	x3847
Wayne Lempka	Art Collections Manager	lempkaw@newpaltz.edu	x3845
Amy Pickering	Visitor Services	pickeria@newpaltz.edu	x3844
Beth E. Wilson	Faculty Liaison	wilsonb@newpaltz.edu	x3896