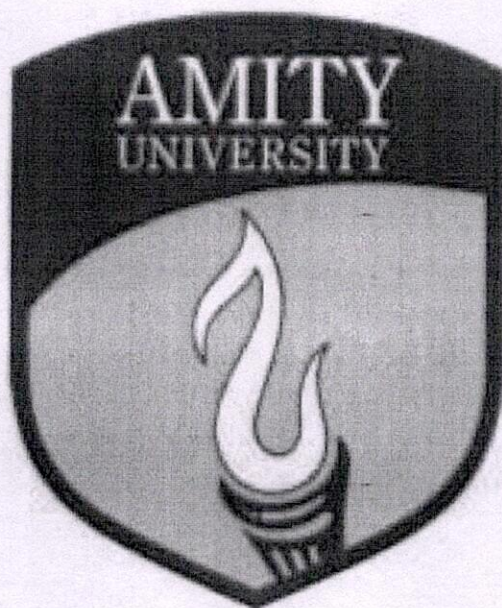


# **AMITY UNIVERSITY MADHYA PRADESH**



**Public Access to Museums Policy  
(Total 05 pages)**

Ref: AUMP/RO/2023/98(a)

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## **Policy Guideline on Public Access to Museums**

### **1. Introduction**

#### **1.1. Purpose**

The purpose of this policy is to provide guidelines for facilitating public access to university museums in a manner that balances openness and accessibility with security and preservation. The policy aims to support educational outreach, cultural engagement, and community involvement.

#### **1.2. Scope**

This policy applies to all university museums and covers access for visitors, including members of the general public, schools, external researchers, and special interest groups. It also covers the responsibilities of university staff, museum personnel, and stakeholders involved in managing museum operations.

### **2. Policy Objectives**

**The objectives of this policy are as follows:**

**Enhance Public Access:** Ensure that university museums are accessible to the public for educational, cultural, and research purposes.

**Preserve Collections:** Implement security and preservation measures to protect the university's museum collections from damage, theft, or deterioration.

**Promote Learning and Engagement:** Foster a learning environment that encourages the public to explore and engage with the museum's exhibitions, programs, and resources.

Support University Goals: Align museum access with the university's mission of public education, research, and cultural enrichment while maintaining the integrity of its collections and facilities.

Ensure Inclusive Access: Promote equitable access to museum spaces and resources for diverse audiences, including individuals with disabilities, underrepresented groups, and the broader community.

### **3. Guiding Principles**

The following principles guide the implementation of public access to university museums:

#### **3.1. Open and Accessible Spaces**

The university museum shall remain open to the public during specified hours. Operating hours will be clearly communicated through the university website, museum entrances, and other communication channels. Areas of the museum open to the public, such as galleries, educational spaces, and public reading rooms, will be accessible without discrimination.

#### **3.2. Protection and Preservation**

To protect collections, all visitors must adhere to rules regarding the handling of exhibits and artifacts. Items on display should not be touched unless otherwise specified (e.g., interactive exhibits). Museum staff will enforce security measures, including the use of alarms, cameras, and access controls, to ensure the safety of artifacts and visitors alike.

#### **3.3. Visitor Conduct**

Visitors are expected to maintain respectful behavior while in the museum. Activities that disrupt the museum environment or endanger the exhibits, such as loud talking, running, or inappropriate use of mobile devices, are prohibited. Photography and video recording may be restricted in certain areas to protect sensitive exhibits and collections.

#### **3.4. Accessibility and Inclusivity**

The museum shall ensure that its spaces are accessible to individuals with disabilities by providing

ramps, elevators, and accessible restroom facilities. Programs and exhibitions will be designed to accommodate diverse audiences, with interpretive materials available in multiple languages where possible, and accessible formats such as audio guides, large print, and braille.

### **3.5. Safety and Security**

Security personnel will be stationed at museum entrances and within galleries to monitor visitor activity and respond to any incidents. In the event of an emergency, such as fire or medical issues, visitors must follow the museum's evacuation procedures and instructions from staff.

## **4. Programs Supporting Public Access to Museums**

The university is committed to enhancing public engagement with its museums through the following programs and services:

### **4.1. Community Engagement Programs**

The museum will host workshops, lectures, and hands-on learning sessions aimed at engaging the community and encouraging exploration of the museum's collections. School groups, educators, and community organizations may schedule group tours that offer tailored educational experiences, guided by museum staff or trained docents.

### **4.2. Research Access**

The museum will provide access to its collections for external researchers, educators, and students from other institutions. Research access may require advance notice and approval from museum administration, especially for access to restricted collections or archives. Scholars may also be invited to participate in collaborative research projects, public lectures, and symposia.

### **4.3. Volunteer and Internship Opportunities**

The museum will offer volunteer and internship programs, allowing students and members of the community to engage with the museum's collections and contribute to public education and curation efforts. Volunteers will be trained to assist with guided tours, event organization, and visitor services.

#### **4.4. Public Membership Program**

The museum may establish a membership program for community members and alumni, offering benefits such as exclusive access to exhibitions, discounted event tickets, and participation in members-only programs and tours.

#### **5. Promoting Exhibitions and Events**

To maximize public engagement with museum exhibits and programs, the following strategies will be implemented:

##### **5.1. Marketing and Communications**

The university's communications team will work with museum staff to promote exhibitions, events, and special programs through various media channels, including social media, newsletters, university websites, and local news outlets. Regular updates will be provided on upcoming exhibitions, public lectures, and workshops, encouraging wider community participation.

##### **5.2. Special Exhibitions and Events**

The museum will host special exhibitions, showcasing thematic collections or works on loan from other institutions, to attract broader audiences. These exhibitions may be timed to coincide with cultural festivals or significant events in the academic calendar. Special events such as gallery talks, artist-in-residence programs, and curator-led tours will be organized to enhance the visitor experience and encourage deeper engagement with the exhibits.

##### **5.3. Collaborations with Local Institutions**

The museum will collaborate with local cultural institutions, schools, and libraries to co-host exhibitions, lectures, and workshops, expanding its reach and contributing to the cultural fabric of the community. These partnerships will help share resources, expand collections on view, and promote joint educational programming.

#### **6. Conclusion**

This policy is designed to foster an open and inclusive environment in university museums while protecting valuable collections and promoting educational and cultural engagement. By offering

accessible programs, exhibitions, and events, the museum aims to serve as a cultural bridge between the university and the public, contributing to lifelong learning and community enrichment.

Regular reviews of this policy will ensure that it remains aligned with the evolving needs of both the university and the public it serves.

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