

## Conservation Principles and Practice, 2013

MUSE 706, AM S 714, GEOL 780, HIST 722, BIO 700

### Class time and location:

Thursdays, 9:30 AM – 12:00 PM; (ten-minute break at roughly halfway point)

Johnson Room, 350 Spencer Research Library

### Instructor:

Whitney Baker, Head, Conservation, KU Libraries

[wbaker@ku.edu](mailto:wbaker@ku.edu), 864-3568, Stannard Conservation Laboratory, Watson Library Room 135 (basement level)

Available by appointment 8:30-5 M-F (I can generally arrange my schedule to accommodate you)

### Purposes of the class: To study:

- the aims of conservation, its practitioners, professional organizations, and value systems
- how the physical and chemical characteristics of museum objects affect their susceptibility to deterioration
- how the environment affects permanence and durability of materials
- how to properly store collection materials

### Readings:

#### Textbook:

- Caple, Chris, ed. 2011. Preventive conservation in museums. London and New York: Routledge. "PCM" in syllabus.

#### Blackboard:

Indicated readings, weekly reading questions, an electronic version of the syllabus, and other pertinent class documents appear on Blackboard, which may be accessed through the Kyou portal. (Noted as "BB" in syllabus)

### Helpful websites:

Conservation Online (CoOL): <http://cool.conservation-us.org/>

American Institute for Conservation: <http://www.conservation-us.org/>

Canadian Conservation Institute: <http://www.cci-icc.gc.ca/>

Heritage Preservation: <http://www.heritagepreservation.org/>

Society for the Preservation of Natural History Collections (SPNHC): <http://www.spnhc.org/>

Image Permanence Institute: <http://www.imagepermanenceinstitute.org/>

### EXPECTATIONS:

Because this is a graduate class, I expect students to behave in a professional manner reflecting their status. Students should come to class having read the required readings and having formulated personal responses to the questions posed for each week's readings. Attendance at weekly classes is required; please inform me *ahead of class time* in person, by email, or by phone if you will not be able to attend class. Attendance will be one component of the final grade.

Students in the class benefit from everyone's active participation. The weekly thought-provoking questions should aid you in formulating comments for classroom discussion. Participation will also factor into the final grade.

We are required to abide by the regulations of Kenneth Spencer Research Library. All food, beverages, and tobacco must be left outside the Library. All personal items not needed for class (coat, briefcase, purse, backpack, computer bag) must be placed in a locker in the locker room located near the third-floor entrance. Only pencils may be used to take notes. Cell phones must be turned off during class.

**ASSIGNMENTS AND GRADING SCALE:**

Attendance at weekly classes is essential. Much of the information for the midterm exam and final project will be based on class discussion and lectures. Grades will be based upon a condition review assignment, a supply catalog assignment, a one-hour midterm exam, a short presentation on an assigned article, the final project and presentation, and attendance and participation. Assignments should be turned in no later than the due date; late assignments will not be accepted.

The grade weighting will be:

Midterm	30%	(March 14, one hour)
Condition report assignment	10%	(Assigned January 31; due Feb. 14)
Storage (catalog) assignment	10%	(Assigned Feb. 14; due for in-class discussion February 28)
Ethics article discussion	5%	(Assigned April 11; due for in-class discussion May 2)
Group project	40%	(Assigned March 28; due for presentation May 9)
Attendance and participation	5%	

The grading scale will be:

92-100%	A	for high achievement
83-91%	B	for satisfactory achievement
74-82%	C	for minimal achievement
65-73%	D	failure
below 64%	F	failure
	I	incomplete

An incomplete will be given only in extraordinary circumstances.

**ACADEMIC INTEGRITY:**

Plagiarism (using another’s words without proper credit) and/or cheating (copying someone’s work or collaborating on individual projects) will not be tolerated. Any instance of plagiarism and/or cheating may result in failing the assignment or the class. Make sure to cite your sources! Please see the KU Graduate School Catalog for more information.

Course materials prepared by the instructor, together with the content of all lectures and review sessions presented by the instructor, are the property of the instructor. Video and audio recording of lectures and review sessions without the consent of the instructor is prohibited. On request, the instructor will usually grant permission for students to audiotape lectures, on the condition that these audiotapes are only used as a study aid by the individual making the recording. Unless explicit permission is obtained from the instructor, recordings of lectures and review sessions may not be modified and must not be transferred or transmitted to any other person, whether or not that individual is enrolled in the course.

**DISABILITY ACCOMMODATION:**

The KU office of Disability Resources coordinates accommodations and services for all students who are eligible. The DR office is located in 22 Strong Hall; its phone number is 785-864-2620 (V/TTY). Information about DR services can be found at [www.disability.ku.edu](http://www.disability.ku.edu) or [achieve@ku.edu](mailto:achieve@ku.edu).

## CLASS SCHEDULE

### Week 1: JANUARY 24

#### Introduction

**Session 1:** Class logistics: syllabus, Spencer Library regulations, orientation to class

**Session 2:** Introduction to preventive conservation, the conservator, and conservation ethics

- Caple, Chris. History of and introduction to preventive conservation. **PCM**, 1-18.
- American Institute for Conservation of Historic and Artistic Works
  - *Code of ethics*: <http://www.conservation-us.org/index.cfm?fuseaction=page.viewPage&pageID=858&nodeID=1>
  - *Guidelines for practice*: <http://www.conservation-us.org/index.cfm?fuseaction=page.viewpage&pageid=1026>
  - *Conservation terminology*: <http://www.conservation-us.org/index.cfm?fuseaction=page.viewpage&pageid=620>
  - *Guidelines for selecting a conservator*:  
<http://www.conservation-us.org/index.cfm?fuseaction=Page.viewPage&pageId=1345&parentID=472>

(Note that there is an online form to select an appropriate conservator in your region.)

### Week 2: JANUARY 31

#### Introduction to the object

**Session 1:** Examination and documentation of collections: Sofía Galarza Liu, Collection Manager, Spencer Museum of Art

- Museums and Galleries of New South Wales. Fact sheet on condition reports.  
<http://mgnsww.org.au/uploaded/ConditionReports.pdf>
- National Park Service. *NPS Museum Handbook, Part II, Appendix C: Cataloging guidelines*.  
<http://www.nps.gov/history/museum/publications/MHII/mh2appc.pdf>
- National Park Service. How to read an object. [http://www.nps.gov/history/museum/tmc/docs/How\\_to\\_Read\\_an\\_Object.pdf](http://www.nps.gov/history/museum/tmc/docs/How_to_Read_an_Object.pdf)
- Buck, Rebecca A., and Jean Allman Gilmore. 1998. *New Museum Registration Methods*. Washington, DC: American Association of Museums (**BB**):
  - Collections management: Handling (by Reba Jones): pp. 45-48
  - Collections management: Measuring (by Holly Young): pp. 49-52
  - Collections management: Condition reporting (by Marie Demeroukas): pp. 53-62

**Session 2:** The objects we conserve; proper handling of materials (video in class)

- Miles, Gwen. Object handling. **PCM**, 57-62
- Pye, Elizabeth. 2001. *Caring for the past: Issues in conservation for archaeology and museums*. London: James and James. Read *Chapter 4: The meaning of objects*, 57-76. (**BB**)

**Object description assignment—due in two weeks—February 14**

### Week 3: FEBRUARY 7

#### Environment

**Session 1:** Temperature and relative humidity; Environmental monitoring

- Costain, Charlie. Framework for preservation of museum collections. **PCM**, 23-38. (skim)
- Caple, Chris. Introduction to Part Two-Section Six. **PCM**, 337-338.
- Erhardt, David, and Marion Mecklenburg. Relative humidity re-examined. **PCM**, 339-354.
- Michalski, Stefan. Relative humidity: A discussion of correct/incorrect values. **PCM**, 355-368.
- Michalski, Stefan. Relative humidity and temperature guidelines: What's happening? **PCM**, 367-368.

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- Cassar, May. Environmental management: Zonation, building management, and environmental conditioning, *PCM*, 375-394.

**Session 2: Light**

- Caple, Chris. Introduction to Part Two-Section Five, *PCM*, 301-303.
- Thomson, Garry. Museum environment--Light. *PCM*, 305-335.
- Padfield, Timothy. 1996. The effect of light on museum objects. [http://www.padfield.org/tim/cfys/fading/light\\_i.php](http://www.padfield.org/tim/cfys/fading/light_i.php)

**Week 4: FEBRUARY 14**

**Discuss object assignment**

*Properties of materials*

**Session 1: Material science concepts and terminology**

- Conservation Resources. 2005. Archival papers. <http://www.conservationresources.com/Main/S%20CATALOG/Archival%20Papers.htm>
- Burgess, Helen. Other cellulosic materials. In *Storage of Natural History Collections*, 291-303. (BB)
- Conservation Unit of the Museums & Galleries Commission. 1992. *Adhesives and coatings*. Science for conservators, v. 3. New York: Routledge. Chapter 2: The chemistry of polymers, 23-45. (BB)

*Care of collections*

**Session 2: Collection storage**

- Caple, Chris. Conservation skills: Preventive conservation—storage. *PCM*, 79-84.
- Tate, James, and Theo Skinner. Storage systems. *PCM*, 85-97.
- Gaylord. *Guide to collections care*. (Will be handed out in class)

**Storage assignment due in two weeks—February 28**

**Week 5: FEBRUARY 21**

*Environment*

**Session 1: Air Quality: Jae Chang, Associate Professor of Architecture**

- Caple, Chris. Introduction to Part Two-Section Four. *PCM*, 221-223.
- Stanniforth, Sarah, Sophie Julien, and Linda Bullock. Chemical agents of deterioration. *PCM*, 225-238.
- Lee, L.R., and D. Thickett. Selection of materials for the storage and display of museum objects. *PCM*, 239-257.
- Tétreault, Jean. Airborne pollutants in museums, galleries, and archives—particulates. *PCM*, 266-279.

**Session 2: Mold**

- Florian, Mary-Lou. 2002. *Fungal facts: Solving fungal problems in heritage collections*. London: Archetype, 21-61. (BB)
- Guild, Sherry, and Maureen MacDonald. 2004. *Mould prevention and collection recovery: Guidelines for heritage collections*. CCI Technical Bulletin 26. Chapter 1: Mould prevention, 1-14. (BB)

**Week 6: FEBRUARY 28** Storage assignment due

**Discuss storage assignment**

**Session 1: Hazardous materials; historic pesticides.**

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- Boyer, Leslie, et al. 2005. Understanding the hazards: Toxicity and safety, and Appendices A-B. In *Old poisons, new problems: A museum resource for managing contaminated cultural materials*, eds. Nancy Odegaard and Alyce Sadongei, 73-90. Walnut Creek, CA: Altamira Press. (BB)
- National Park Service. *NPS Museum Handbook, Part I: Museum Collections*. Chapter 11: Curatorial health and safety. <http://www.nps.gov/history/museum/publications/MHI/CHAP11.pdf>

#### Session 2: Pest management

- Caple, Chris. Introduction to Part Two-Section Three. *PCM*, 165-167.
- Pinniger, David. 2001. *Pest management in museums, archives, and historic houses*. London: Archetype, pp. 11-45 and 83-100. (BB)
- Pinniger, Dave, and Peter Winsor. Integrated pest management. *PCM*, 169-196.
- Florian, Mary-Lou. 1997. Procedures for freezing insect pests for eradication in dry heritage objects made of adsorbant organic material. In *Heritage eaters: Insects and fungi in heritage collections*. London: James & James, 73. (BB)

### Week 7: MARCH 7

#### Environment

#### Sessions 1-2: Disaster preparedness

- Caple, Chris. Introduction to Part Two-Section Two. *PCM*, 113-115.
- Martin, John. Emergency planning. *PCM*, 129-145.
- Hunter, John E. Museum disaster preparedness and planning. *PCM*, 146-163.
- Walsh, Betty. 1997. Salvage at a glance. *WAAC Newsletter* 19 (2).  
<http://cool.conservation-us.org/waac/wn/wn19/wn19-2/wn19-207.html>
- Artim, Nick. 1994. An introduction to automatic fire sprinklers, part 1. *WAAC Newsletter* 16(3): 20.  
<http://cool.conservation-us.org/waac/wn/wn16/wn16-3/wn16-309.html>
- Artim, Nick. 1995. An introduction to automatic fire sprinklers, part 2. *WAAC Newsletter* 17(2).  
<http://cool.conservation-us.org/waac/wn/wn17/wn17-2/wn17-206.html>

### Week 8: MARCH 14

#### Session 1: MIDTERM EXAM first hour

#### Session 2: FIELD TRIP to Stannard Conservation Laboratory (library and archival materials), Watson Library

-----MARCH 21—SPRING BREAK—Relax and enjoy!

### Week 9: MARCH 28

#### Discuss midterm

#### Care of collections

#### Session 1: Conservation surveys and assessments

- Keene, Suzanne. Collections condition. *PCM*, 395-412.
- Dollery, Diane. Methodology of preventive conservation for a large, expanding and mixed archaeological collection. *PCM*, 420-429.
- Museums and Galleries Commission. Levels of collection care: A self-assessment checklist. *PCM*, 473-491. (Skim)

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- Heritage Preservation website: <https://www.heritagepreservation.org/CAP/index.html>. Please familiarize yourself with the Conservation Assessment Program (CAP)

## Session 2: Preservation planning

- Ashley-Smith, Jonathan. Risk analysis. *PCM*, 39-50.
- Buck, Rebecca A., and Jean Allman Gilmore. 1998. *New Museum Registration Methods*. Washington, DC: American Association of Museums (BB):
  - Risk Management and Insurance: pp. 352-359
- Waller, Robert. Risk management applied to preventive conservation. In *Storage of Natural History Collections*, 21-27.

Hand out and discuss final project—due May 9

## Week 10: APRIL 4

Work day at final project site

## Week 11: APRIL 11

Care of collections

### Session 1: Exhibitions, loans, handling of collections

- Marcon, Paul. Six steps to safe shipment. *PCM*, 63-78.
- Payton, Robert. Safety by numbers. *PCM*, 109-112.
- Nightingale, Catherine. Designing an exhibition to minimize risks to costume on open display. *PCM*, 511-528.
- Raphael, Toby J. 2005. Preventive conservation and the exhibition process: Development of exhibit guidelines and standards for conservation. *Journal of the American Institute for Conservation* 44(3): 245-257. (BB)
- Conserve-o-grams on packing and shipping museum objects (17/1-17/4):  
[http://www.nps.gov/history/museum/publications/conservoogram/cons\\_toc.html](http://www.nps.gov/history/museum/publications/conservoogram/cons_toc.html)

### Session 2: Exhibit design: **FIELD TRIP** to Spencer Museum of Art (CONFIRMED)

Richard Klocke, Exhibit Designer, Spencer Museum of Art

Hand out ethics article—in-class discussion on May 2

## Week 12: APRIL 18

Work day at final project site

## Week 13: APRIL 25

**FIELD TRIP** to Nelson-Atkins Museum of Art Conservation Department (paintings and objects), Kansas City, MO

<http://www.nelson-atkins.org/art/ConsIntro.cfm>

No reading assignment!

More details to follow. Tour will start promptly at **10:00 AM** and last approximately an hour and a half.

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**Week 14: MAY 2**

*Conservation ethics*

**Session 1:** Ethics case studies

- Caple, Chris. Introduction to Part Three-Section Two. **PCM**, 431-433  
**Discussion of ethics articles**

**Session 2:** Questions about final projects?

**Week 15: MAY 9: Final group projects due**

Presentations of final papers

**Week 16: MAY 16 —finals week**

*No class—we're done!*