

Collections Management Policy

The American Alliance of Museums outlines a few key elements that should be considered in developing a Collections Management Policy

(<http://aam-us.org/docs/continuum/developing-a-cmp-final.pdf>) . Based on these guidelines, please use this template to draft your own Collections Management Policy.

Mission Statement

To foster an understanding of man's first civilization.

Our goal is to promote the history of the early Mesopotamian people. We owe a lot to these ancient people, who gave birth to civilization, who created the art of writing, and founded the first codes of law. The museum aims to put its visitors in the place of the pioneers into brave new world, never before experienced by mankind.

Code of Ethics

Athenæum Babylonia adheres to a ethics policy. We aim to remain a secular institution while showing religious arguments in a fair and unbiased position. All decisions made are for the benefit of the institution and for the artifacts themselves.

Scope of Collections

Describe how and what the museum collects, including how it plans to grow its collection. Athenæum Babylonia collects and present photographs, painting, and drawings of Mesopotamian artifacts. It plans to grow by expanding the collection to included the latter Mesopotamian cultures (i.e. Neo-Babylonians, Neo-Assyrians).

Categories of Collections (optional)

If there might be different categories in your collection, outline those here.

Accessioning Policy

All artifacts must meet the criteria proposed by the following questions.

- I. Does it relate directly to an exhibit?
- II. Is it legal to use?
- III. Is it from a reputable source?
- IV. Does it go against the museum's Code of Ethics?

Conservation and Risk Management

All of the site's information will be backed up on a monthly (or weekly) basis on a physical hard drive. All artifacts that require permission will be obtained via physical letter or email, either of which would be kept in records as proof of loanship. Any physical artifacts will be put in a secure place (possibly another museum's vault).

Documentation, Collections Records and Inventories

My accession log will catalogue the date the artifact is acquired, along with the item's name and what exhibit it will be in. The author or creator will be noted as well as the type of source acquired, and its webpage URL.

Ruiny Eridu	Eridu	Photograph	Tais Gilo	2015.01.01	2/9/2015	CC
Reconstruction of Peir at Eridu	Eridu	Painting	Balage Balogh	2015.01.02	2/9/2015	CC
Model of Temple VII	Eridu	Model		2015.01.03	2/9/2015	CC
Turrus Babel	Babel	Drawing	Athanasius Kircher	2015.01.04	2/9/2015	CC
Etemenanki Reconstruction	Babel	Model		2015.01.05	2/11/2015	CC
Building the Tower of Babel	Babel	Painting	James Jaqcues Joseph Tissot	2015.01.06	2/11/2015	CC
Library of Ashurbanipal The Flood Tablet	Cuneiform	Photograph	Fæ	2015.02.01	2/12/2015	CC
Basic Baylonian Vocabulary	Cuneiform	Document		2015.02.02	2/24/2015	School Resources
Development of Writing	Cuneiform	Picture		2015.02.03	2/24/2015	School Resources
Cuneiform Tablet	Cuneiform	Picture	Dean Ayers	2015.02.04	2/24/2015	CC
Amagi	Law & Liberty	Picture		2015.03.01	2/24/2015	CC
Cone of Liberty	Law & Liberty	Photograph	Mbzt	2015.03.02	2/24/2015	CC
Song of Ur-Nammu	Law & Liberty	Photograph	Rama	2015.03.03	2/24/2015	CC

Code of Hammurabi	Law & Liberty	Photograph		2015.03.04	2/24/2015	CC
Gilgamesh & Lion	Literature	Photograph	Jastrow	2015.03.05	2/25/2015	CC
Library at Nineveh	Literature	Painting		2015.03.06	2/26/2015	CC
Marduk & Tiamat (Enuma Elis)	Literature	Photograph		2015.03.07	2/26/2015	CC
Flood Tablet	Literature	Photograph		2015.03.08	2/26/2015	CC
Atra-Hasis	Flood	Photograph	Jack1956*	2015.04.01	2/26/2015	CC

Access

Curators will have access to records. Any museum employee will need specific permission to access the records. Any administrator for the museum will have full access to any and all records. Any other circumstance is up to the head most curator's discretion.

Legal and Ethical Considerations, Intellectual Property

All items will be obtained legally either with direct consent or by right of common use. The museum will strive to not create tension in the religious world, but rather foster a discussion for it. The museum will remain as unbiased as possible