

THE UNIVERSITY OF EDINBURGH UNIVERSITY COLLECTIONS 2015-2020

The Mission of the University of Edinburgh

The Mission of The University of Edinburgh is the creation, dissemination and curation of knowledge.

Vision for Library & University Collections

A library and university collection that is at the heart of education, research and engagement at Edinburgh, with an international reputation for innovation, quality and excellence.

Statement of Purpose of University Collections

Preserving, promoting and providing access to the University's historic and cultural collections.

To achieve this mission and statement of purpose, the University is committed to expanding, maintaining and enhancing its collections in order to make the best possible use of them not only for scholarly research and teaching, but also as a source of knowledge exchange between the University and the wider community at local, national and international levels.

The Collections Management Policy

Governing Body: The University of Edinburgh Court

1.0 Introduction to the Collections Management Policy

The purpose of this document is to bring together in one place the policies of The University of Edinburgh which relate to the management of the collections that are owned or cared for by the University of Edinburgh and that are currently held at the locations listed below and also in store at the Library Annexe. Collections are displayed at the same locations, the Talbot Rice Gallery and in the Main Library Exhibition Gallery.

1.1 Collections Management Policy Contents

This policy statement (Section 1 – Collections Management Policy) serves as an introduction to the following discrete policy areas

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1.2 Scope of the CMP

The collections covered:

Rare Books and Manuscripts (Centre for Research Collections)

- Printed named special collections
- Pre-1900 printed books
- Western medieval manuscripts
- Oriental manuscripts

Archives and Manuscripts (Centre for Research Collections):

- Archives of the University of Edinburgh
- Private papers and manuscripts created by individuals or organisations out with the UoE
- Archives of predecessor, associated or affiliated bodies or organisations
- Archives of research projects or research strengths of the UoE
- Lothian Health Services Archive

Museum collections (Information Services)

- Musical Instrument Museums Edinburgh (MIMEd), (Centre for Research Collections, St Cecilia's Hall, Reid Concert Hall)
- Art Collection (CRC, Talbot Rice Gallery, Edinburgh College of Art, Library Annexe)
- Museum Heritage Collection (CRC and distributed)

Museum collections (Colleges)

- Geology Collections (Cockburn Museum of Geology, Grant Institute)
- Natural History Collections (Ashworth Laboratories)
- Anatomical Collections (Old Medical School)
- School of Chemistry Collection (Joseph Black Building)
- Classics Teaching Collection (50 George Square)
- Polish School of Medicine Historical Collection (Chancellor's Building)

1.3 The University of Edinburgh Vision

To recruit and develop the world's most promising students and most outstanding staff and be a truly global University benefitting society as a whole.

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1.4 External context - Legal constraints, ethical codes and professional standards

These policy statements refer to relevant legislation and to existing ethical codes, professional standards and codes of practice for cultural collections where appropriate.

In particular these policies have been written with reference to the principles guidelines laid down in the following:

- Accreditation Scheme for Museums in the United Kingdom (ACE, 2011)
- PAS 197:2009 Code of Practice for Cultural Collections Management (BSI, 2009)
- PAS 198:2012 Specification for managing environmental conditions for cultural collections (BSi, 2012)
- PD5454:2012 Guide for the storage and exhibition of archival materials
□ The Museums Association Code of Ethics (Museums Association, 2008)
- Archives and Records Association Code of Conduct (June 2012)
- The Human Tissue (Scotland) Act 2006
- Freedom of Information (Scotland) Act 2002
- Data Protection Act 1998

- Archive Accreditation Standard (June 2014)
- Copyright, Designs and Patents Act 1988
- Museums Association Principles for Sustainable Museums

1.5 Internal context - University Policy

These policy statements refer to University of Edinburgh policy, including but not limited to the following documents:

- University of Edinburgh Strategic Plan 2012-2016
- Social Responsibility and Sustainability Strategy 2010-2020
- Equality and Diversity Strategy (includes Widening Participation)
- Quality Estates Strategy 2020

1.6 Review

This policy was adopted by the University of Edinburgh in 2015 as part of the process of defining its mission and guiding more precisely its work to expand, maintain, enhance and make accessible the collections that are in its care. It sets out principles to guide the detailed work on the collections that will be undertaken over the coming years. To be effective, the policy will need to be reviewed regularly.

This policy will be reviewed no later than 2019 and at a minimum of every 5 years thereafter.

1.7 Policy Audience

At the time of its adoption, this document is for internal use by the University of Edinburgh. However, in future, it may be appropriate to share elements of the policy with the public, researchers or other organisations. The University of Edinburgh will consider the need for this as part of regular policy reviews.

If you require this agenda or any of the papers in an alternative format e.g. large print please contact **LAUC Admin** on **650 3381** or email lauc.admin@ed.ac.uk

Policy 1 – Collections Information Policy

1.0 Introduction

This Collections Information Policy has been adopted by the Court of the University of Edinburgh as part of a wider integrated Collections Management Policy. The University of Edinburgh recognises the need to maintain a system, procedures and processes which will enable them to know at any time exactly which items it is legally responsible for (including all permanent collections and loans) and where each item is located.

1.1 Legal constraints, ethical codes and professional standards

In fulfilling its Information Policy, University Collections will ensure compliance with the Data Protection Act 1998 and relevant copyright legislation. This policy has been written with reference to:

- the Accreditation Standard for UK Museums (MLA, 2011)
- SPECTRUM The UK Museum Documentation Standard (Collections Trust, 2009)
- PAS 197:2009 Code of Practice for Cultural Collections Management (BSI, 2009)
- PAS 198:2012 Specification for managing environmental conditions for cultural collections (BSi, 2012)
- PD5454:2012 Guide for the storage and exhibition of archival materials
- Freedom of Information (Scotland) Act 2002
- Archive Accreditation Standard (June 2014)
- Archives and Records Association Code of Conduct (June 2012)

1.2 Existing information

Collection level records are available here: <http://collections.ed.ac.uk/>

While University Collections maintain basic information to the relevant professional standards (such as SPECTRUM for museums, ISAD (G) 2nd Edition for archives; MARC, RDA and DCRM(B) for rare books), there is a range of methods for capture, management and dissemination of this information at individual service level. These range from excel spreadsheets to a formal Collections Management Systems (CMS). They are also made available through a number of reading lists and collection guides.

1.3 Overall Policy aims

The overall policy aim for the documentation of University Collections is to ensure that the information relating to the collections is accurate, secure,

reliable and accessible and that systems are developed in line with current good practice.

It is University Collections policy to prioritise Collections documentation. To achieve this, University Collections will seek guidance and commit appropriately qualified staff, interns and volunteers and resources to carry out the work. University Collections ensure that each Collection adheres to relevant collection documentation standards, formalised in documentation manuals and guidance, supplemented by regular training. University Collections ensure that information systems are kept secure and up-to-date. Security copies of key information are held off-site in a secure format.

1.4 People

University Collections will appoint appropriately trained staff to carry out all aspects of work as part of any temporary and/or ongoing projects. Alternatively, existing staff, interns or volunteers will be adequately trained and allocated time for the execution of any additional documentation work. In terms of succession planning, we will identify and support internal staff with potential to lead and further develop our key aims and strategies. All volunteers, placement students and interns will be supported to reach their full potential. We will offer a range of positions to suit everyone from volunteers, to interns, to studentships, to year-long placements and traineeships.

Volunteers and interns are an important part of all of our museums, libraries and archives services and contribute a great deal towards our overall success. A variety of roles are available working on a range of projects and tasks, and we support anyone interested in gaining experience of working in a museum, library or archive, or someone with a relevant vocational or subjectspecialist interest. We also take placements from a number of local academic courses and from other related University courses.

All volunteers and interns are supported by all staff and are each allocated a supervisor. Volunteers and interns all receive a thorough introduction to the department and our activities, and are asked to sign an agreement when they start work with us. They are provided with a Volunteer or Intern Handbook. They receive training regarding handling of collection items and any other training required as part of their specific role.

1.5 Planning, implementation and review

Compiling effective collections information with appropriate accompanying documentation procedures is essential for the effective management of University Collections. The process of recording the Collections will be carefully planned with allocation of adequate time and resources. In particular this work is closely linked to the policy aims of the Collection Development Policy (Policy 4 – Collection Development Policy) and efforts will be made to

plan the implementation of these two policies in a timely and integrated way. Collections information work will be included in forward plans and will be allocated budget and staff time on an ongoing basis after the completion of the initial inventory.

This policy will be reviewed at least every 5 years or more frequently if development is required. The date of the next review will therefore be no later than 2019.

1.6 Definition

Collections Management System (CMS): a computerised catalogue system. The content can be built up over time starting with basic accession information and going on to include full catalogue entries with research findings, exhibition information, records of conservation, loans etc.

Policy 2 – Collections Care and Conservation Policy

2.0 Introduction

This Collections Care and Conservation Policy has been adopted by the Court of the University of Edinburgh as part of a wider integrated Collections Management Policy. The Court of the University of Edinburgh recognises the need to maintain procedures and processes which will enable them to know both broadly and to a significant extent individually the conservation condition of the collections together with the environmental management parameters which will ensure the long term preservation of the collections.

The word collections is here defined as all the collection items in the permanent or temporary care of University Collections, including items awaiting accession into the collections, and any loaned objects owned by others that may be held on a temporary basis whether short or long term (Policy 1 – Collections Information Policy).

2.1 Legal constraints, ethical codes and professional standards

In fulfilling its Collections Care and Conservation policy, University Collections will ensure compliance with the Data Protection Act 1998 and other relevant statutes.

This document sets out University Collections aims and priorities for the various activities included in collections care and conservation. In the development of this Policy the following documents were consulted:

- PAS 197:2009 Code of Practice for Cultural Collections Management (BSI 2009)
- PAS 198:2012 Specification for managing environmental conditions for cultural collections
- PD5454:2012 Guide for the storage and exhibition of archival materials
- National Preservation Office: Basic Preservation Guidelines for Library and Archive Collections (Revised Edition Feb 2008)
- National Preservation Office: Managing the Preservation of Library and Archive Collections in Historic Buildings (September 2002)
- Benchmarks in Collection care
(<http://www.collectionslink.org.uk/programmes/benchmarks-for-collections-carecollections-care>)
- European Confederation of Conservator-Restorers' Organisations (ECCO) Professional Guidelines (<http://www.ecco-eu.org/abouthttp://www.ecco-eu.org/about-e.c.c.o./professional-guidelines.html>)
- Institute of Conservation Code of Conduct

- National Preservation Office: Photographic Collections
http://www.bl.uk/aboutus/stratpolprog/collectioncare/publications/booklets/preservation_of_photographic_material.pdf
- Endangered Archives Programme Guideline for Film Preservation
http://eap.bl.uk/downloads/guidelines_film.pdf

2.2 Overall Policy Aims

University Collections aims to preserve the collections in its care within their historic context relating to the collections listed in section 1.2. Within this context, University Collections will store, handle, display and use the Collections in such a way as to minimise the risk of damage and deterioration, thereby increasing long-term access to and appreciation of the Collections by the public and any other interested parties.

2.2.1 Preventive Conservation

The most cost-effective and satisfactory approach to the preservation of collections in the long term is to concentrate on preventive conservation, defined as preventing damage and slowing down deterioration by employing appropriate collection care procedures and putting into place measures to manage the environment.

The preventive conservation approach cannot entirely eliminate the need for interventive conservation treatment, as accidents or other incidents may occur from time to time, and both new accessions and existing collections might already exhibit mechanical and/or chemical damage. When interventive treatment is required, it should go hand in hand with identifying and addressing the cause of the damage in order to prevent items from being exposed again to the hazard that caused the damage in the first place.

In general, “restoration” of collection items should be avoided as has the potential to compromise the authenticity of an item. However in some cases a traditional restoration approach to conservation problems may be appropriate and should not be entirely excluded by policy and practice, for example the historic musical instrument collection items required in playing condition.

2.2.2 The Risk Management Approach

It is recognised that the Collections are subject to various hazards that may cause damage and deterioration and even loss. University Collections will be guided by the principle of Risk Management in the care of its Collections to guide preventive conservation activities and counter perceived hazards and risks.

The risk management approach involves assessment of the issues that threaten the Collections, followed by the development of a programme to address these in a structured way, with the following goals:

- gathering information by the monitoring of the environment and the commissioning of condition assessments of Collections items and groups;
- setting out aims for conservation and preservation of the Collections, and developing plans and procedures to achieve them.

2.3 Detailed Policy Aims

Risk Management

University Collections will consider all collections-based advice, information and activities as required when drawing up a Collections Care Plan that will guide the care and conservation of the Collections in the future.

Environmental Control and Monitoring

University Collections aims to provide appropriate environments to preserve the Collections, while recognising the constraints imposed by resources, the nature of historic buildings, and University Collections traditions of Collections use, display and interpretation.

In conjunction with Estates, University Collections will maintain all collection-containing buildings and their systems to the appropriate standard to provide safe protective envelopes for the Collections. The condition and functionality of the building envelope will be regularly monitored with regard to the protection of the Collections, and action taken either on a routine basis or in response to information received.

University Collections comply University's framework on Social Responsibility & Sustainability Policy 2010 – 2020. University Collections liaise with the University's Engineering Operations Manager, when planning for new environmental plant or equipment. The University recognises recent advances in the understanding of sustainable environmental management for cultural collections.

University Collections will review and develop the Environmental Monitoring Programme that will ensure that data on temperature, relative humidity and light is gathered at the appropriate level; recorded and analysed in a reporting format that ensures that management and staff are aware of the ambient storage/access conditions; and where and how environmental issues may impact on the care of collections.

University Collections understands the value of environmental control systems in maintaining appropriate environments for collections, and will provide and

run such systems according to the preservation needs of the Collections as indicated by expert advisers, and the resources of University Collections.

Housekeeping

University Collections will ensure maintenance of Housekeeping Plans which define the activities undertaken, together with their schedules are kept current and relevant. The housekeeping activities are reported and recorded for consideration and future review. All staff are required to sign up to the relevant collection Operational Manual.

Pest Control and Monitoring

University Collections will maintain a formal Integrated Pest Management programme to ensure that pest problems are avoided as far as possible, and are dealt with quickly and effectively if detected. University Collections have a pest monitoring programme and train staff to carry it out and gather the data. University Collections take measures to avoid the introduction of pest species into storage and access spaces. Where expert advice is required, for instance to identify insect species or advise on control measures, it will be brought in.

Storage and Display

University Collections will maintain collection stores which meet the required standard for collections storage, namely that they are 'clean, watertight, accessible and pest-free' spaces to ensure that collection items are stored safely and securely when not in use.

University Collections will allow continued access to items in store or from display where the appropriate case is made (Policy 3 - Collections Access Policy) and will consider the use of surrogates such as copies and replicas of objects as an alternative to continued permanent display of fragile originals.

Handling and Moving

University Collections manage the handling and moving of Collections items to prevent damage by the establishment of handling procedures and the training of staff (including volunteers) in the appropriate techniques and equipment. University Collections will observe the regulations established by the Health and Safety at Work Acts, especially the use of Risk Assessments and Method Statements as routine procedures when undertaking any activities that may cause hazards to the staff, contractors and the public (Health and Safety Policy). Staff adhere to the Safe System of Works (Manual Handling Operations), a best practice document ratified by the University Health & Safety department.

Visitors/Users and Wear & Tear

University Collections recognises that wear and tear caused by visitors/users is a hazard that must be managed as far as possible to prevent damage. University Collections will monitor visitor/user numbers and their effects, and will respond to any issues that arise based on the Risk Management approach. University Collections have detailed procedures for special access

to collections by researchers and academics. Where objects are too fragile to be handled, access may be limited or prevented for conservation reasons (Policy 3 - Collections Access and Loans Policy).

Events

University Collections aims to hold events in a manner which minimises the hazards and the risk of damage to collections. When new events are introduced, risk assessments will be carried out to ensure that the hazards and risks are minimised.

Record Keeping

University Collections will ensure that collections care activities undertaken inhouse and involving items or groups of items from the Collections are fully recorded. Relevant staff should be aware of the existence of the documentation and have appropriate access to it to enable regular review (Policy 1 – Collections Information Policy).

Emergency or Incident Planning

University Collections has a Disaster Response & Recovery Plan to guide its response to incidents whether large or small. The Disaster Response & Recovery Plan includes a section guiding the response of University of Edinburgh staff when incidents affect, or have the potential to affect, the preservation of collections. The Disaster Response & Recovery Plan is reviewed annually.

Condition assessments

University Collections will undertake condition assessments of Collections items before any significant activities take place, including conservation work and loans to other institutions. Conservation condition assessments will normally be commissioned from qualified staff and where appropriate, accredited professional conservators.

Treatment of unstable or damaged items

University Collections will ensure that remedial conservation activities are governed by procedures which ensure that: a condition assessment is always provided; the proposed treatment is appropriate, and approved by University Collections officers and advisers; treatment will be carried out by a qualified professional or under their supervision; and the details of any conservation treatment is fully recorded, with records made available to University Collections. Conservation treatment will be carried out according to professional standards and the priorities laid down in the Collections Care Plan.

University Collections will develop procedures to govern the cleaning of Collections items as this is an important task that must be carried out in a sensitive manner. Where appropriate, staff and volunteers may undertake certain specific cleaning activities using previously agreed methods and techniques while meeting statutory health and safety requirements. Where

expert cleaning or conservation treatment is required, expert advisers will be called in. All collection care activities including cleaning will be recorded on a database that is accessible to staff (see Record Keeping below).

Advice and services

University Collections will from time to time require collections care and conservation advice from qualified professionals and arrangements will be made to ensure that this is available. University Collections will ensure that staff are aware of sources of collection care information and assistance and that they call on them as appropriate. Written advice and summaries of verbal advice will be kept on file.

2.4 People

The responsibility for enforcement of the Collections Care and Conservation Policy and the development and implementation of procedures are allocated formally to named persons.

Those members of staff and volunteers involved in collections care or conservation activities will be offered and expected to take up appropriate training.

2.5 Planning, implementation and review

University Collections will develop conservation and collections care procedures together with a planned programme for implementation of actions through a Collections Care Plan. The Collections Care Plan will be linked to other plans and procedures that impact on the conservation and preservation of collections.

Resources will be made available to allow the development of the Collections Care Plan; where in-house resources are not available, external assistance will be sought.

This policy will be reviewed every 5 years, or at any time when the policy and procedures have been found to be challenged by changes or events that affect the condition of the collections.

Policy 3 – Collections Access and Loans Policy

3.0 Introduction

This Access and Loans Policy has been adopted by University Collections as part of a wider integrated Collections Management Policy. The policy sets out the broad principles for enabling and increasing access to University Collections for academic and public engagement (teaching, learning, research and enjoyment). It also provides guidelines for facilitating access to the Collections through loans from University Collections, and to encourage incoming loans of relevant material to enhance the interpretation of the existing Collections.

Access issues are integrated closely with wider collections management work and this policy relates closely to those on conservation and collections care and security (Policy 2) in order to ensure adequate protection for the Collections.

3.1 Legal constraints, ethical codes and professional standards

In reviewing and planning for improved access to University Collections, the Court of the University of Edinburgh will ensure compliance with the Disability Discrimination Act 2004, Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and relevant copyright legislation.

This policy has been written with reference to

- Accreditation Standard for UK Museums (MLA, 2004)
- PAS 197:2009 Code of Practice for Cultural Collections Management (BSI, 2009)
- Ethical Guidelines 4 – Access, Museums Association.
- PD5454:2012 Guide for the storage and exhibition of archival materials
- Freedom of Information (Scotland) Act 2002
- Archive Accreditation Standard (June 2014)
- Archives and Records Association Code of Conduct (June 2012)

3.2 Existing access arrangements

At the time of adoption of this policy, access to the Collections is provided by

- Published open hours (regular and by appointment)
- Permanent exhibitions and temporary displays
- Research access (via Centre for Research Collections and in-museum access by arrangement)
- Special open days and events (Doors Open Days, University Open Days)
- Extensive internships, volunteer opportunities and placements

- Online access to collections information
- Websites and social media
- Enquiry service
- Widening Participation activity
- Global loans out policy

3.3 Overall Policy Aims

University Collections aims to make the Collections at all locations accessible to all, within the reasonable constraints of resources, conservation and security.

In particular, University Collections aims to enhance, improve and increase access for the general public and researchers. University Collections will take expert advice from interpretation and access specialists to ensure that the University and its Collections are accessible to a broad range of users. University Collections will work to reduce barriers to both physical and intellectual access.

University Collections will consider requests from other public collecting institutions for the loan of Collections items in order to enhance the public understanding of the Collections in line with University Collections' stated purpose.

3.4 Detailed Policy Aims

3.4.1 Maximise Access

University Collections will encourage members of all sectors of the community to access Collections and venues and will make no discrimination regarding access on the basis of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation.

University Collections will provide access to the Collections, and information about the Collections. Efforts will be made appropriately to facilitate access to dispersed collections.

University Collections aims to offer improved physical and intellectual access to Collections by alternative means where possible, including through lectures, events, digital and social media and publications. University Collections will follow good practice guidance on accessibility when developing access through websites e.g. PAS 78: Guide to Good Practice in commissioning accessible websites. University Collections advertise in publicity material, on its websites and social media sites and in the local and national press and other media.

University Collections promotes and encourages study of the Collections through its website and provides secure spaces for use by researchers. As a means of increasing access to the Collections the University of Edinburgh will consider requests for loans from University Collections from other museums, libraries and archives. (See Loans Out, paragraph 4.9)

3.4.2 Audience Development

Academic and Public Engagement are at the core of making our collections available and diversifying our audience. Our approach includes recognising that this is a two-way relationship and ranges from formal Knowledge Exchange to crowd-sourcing initiatives. University Collections' policy is to develop a user-focussed approach to access.

University Collections plans are formulated in response to stakeholder and visitor feedback, the outcomes of internal and external reviews (such as Areas for Improvement identified in Accreditation Scheme assessments, in-house security reviews, and internal audits, the annual review of the Disaster Response & Recovery Plan and continuous improvement plans).

University Collections actively and purposefully identify and monitor audiences particularly through mailing list analysis, event up-take and through development with partner organisations who bring specific audiences. A range of proactive feedback and evaluation mechanisms and methods are employed on a collection-by-collection basis. This information is analysed regularly at operational meetings and used to inform forward planning, identify gaps or trends and potential new users. These include but are not limited to direct feedback from both physical and virtual visitors/users (visitors books, suggestion boxes, social media), questionnaires at specific regular and special events (e.g. Doors Open Day, University Open Days, in-museum events, outreach activities), project-specific consultation activity (e.g. consultants employed to support projects), external visitor analysis.

There are a number of Friends organisation who comment on University Collections programmes, and Collections staff are involved in these groups. All staff are responsible for engagement, and there are a number of specific posts dedicated to audience development.

Annual participation in Edinburgh Festivals gives valuable access to cultural tourists from across Scotland, the UK and abroad, through the use of shared events, cross-promotion and large scale PR.

3.5 Limitations to Access

Access must be balanced against the need for conservation, care and security of, and any ethical sensitivity to, Collections to ensure their long-term survival. Accordingly, University Collections may refuse any request for access that

might jeopardise the long-term preservation of Collections. We also take into account the welfare of the individual accessing particularly sensitive material. University Collections will offer full reasons for a refusal if that is the decision. However, the opportunity to examine a photograph or replica of the objects or Collections concerned will be granted if appropriate.

For the safety of the Collections, the University of Edinburgh reserves the right to restrict access to items of particular fragility or sensitivity (physical or content) to scholars and others with a demonstrable need to see the material. The University may limit access to particular parts of the Collections due to the need to comply with Health & Safety legislation or legal requirements.

Copying or reproduction of any University Collections information or materials will be subject to compliance with current copyright legislation.

University Collections will not grant access to items of specific cultural significance when there is reason to suspect that there is an intention to trivialise or sensationalise the items or if the request fails to meet any access requirement restrictions.

University Collections will deal positively with requests for collection-related information while following the requirements of the Data Protection Act 1998 and any other relevant legislation. It may sometimes be necessary for University Collections to restrict or to keep confidential information regarding the acquisition of an item or collection (for instance, in order to respect an individual's request for confidentiality).

3.6 Charges

In general, access to all University Collections is free.

In particular, access to the Collections for academic study is free unless access is required for commercial purposes (for example filming or photography). In such circumstances University Collections reserves the right to levy a fee.

Borrowers from the Collections for temporary exhibition purposes will be expected to cover costs and may be subject to charges. For further details see section 3.8 below.

Provision of information about Collections (for example photographs) may also be subject to charges. Copies of information, where permissible by copyright regulations, may be subject to appropriate charges. Complex and time-consuming requests for information may be subject to charges.

Access to museums and significant centres of collections for events (such as weddings or dinners) or commercial events (such as film-making) will be subject to charges and will be granted in accordance with the Conservation and Collections Care and security policies. (Policy 2).

3.7 Loans In

University Collections will seek to borrow items from other institutions in order to enhance the interpretation of University Collections and in line with the purpose and mission of University Collections. This Policy sets out guidelines for initiating and managing inward loans to the University of Edinburgh. Any items currently on loan to University Collections will now be subject to this Policy and action will be taken to bring the terms of established loans in line with this Policy where possible.

The term Owner is used throughout this Policy on the understanding that the Owner is also the Lender. In the small number of cases where the Lender is not the Owner but a third party, University Collections must ensure that the Lender has the Owner's authority to act on their behalf.

Item(s) may be borrowed by University Collections for the purposes of display or temporary exhibition. The Policy does not apply to Item(s) held as temporary deposits for the purpose of identification or potential acquisition or to Item(s) acquired for handling or other educational purposes which are not to be accessioned into the permanent collection.

Item(s) accepted on loan will normally fall within University Collections' collecting remit or relate to the theme of a specific display or exhibition.

Any consideration of a loan in will include an assessment of the likely costs, risks and benefits accruing from the loan; any hazards associated with the loan Item(s); the provenance and title of the Item(s); the acceptability of any conditions requested by the Owner; the ability to obtain relevant import and export licences.

University Collections will not borrow Item(s) which are not fit to travel, nor will it borrow Item(s) which are not fit to be displayed.

Permanent or indefinite loans are not permitted for any purpose. All loans in will be for a fixed period with the possibility of renewal.

In the case of loans for temporary exhibition, the loan period will be the period of the exhibition plus whatever time is reasonably required for transport, preparation, installation, de-installation, packing and return transport. The initial loan period will be between one month and five years unless some other specific length of time is set.

University Collections will normally bear the cost of borrowing Item(s). This may include costs for transport, couriers, photography, exhibition preparation, insurance and independent valuation.

University Collections will extend the same general level of care and security to borrowed Item(s) as it does to its owned collections. The University of Edinburgh may agree to additional measures of care and security at the request of the Owner or on the advice of specialists.

No Item(s) will be accepted as a loan in without a valuation agreed by both the Owner and University Collections in writing.

University Collections reserves the right to remove Item(s) to a place of safety in the event of an emergency.

University Collections cannot guarantee the display of a loaned Item(s). This will be made clear by University Collections to the Owner or their Agent at the time of arranging the loan.

All loans in will be recorded using a loans-in agreement setting out the obligations and responsibilities of each party (the conditions of loan), agreed by both sides and without opportunity for ambiguity and contradiction.

3.8 Loans Out

University Collections will consider loan requests from other public institutions in order to further the purpose and mission of University Collections. This policy sets out guidelines managing outward loans from the University of Edinburgh's permanent collections. University Collections will not loan any item in their care which is owned by others without the Owner's written agreement.

These policy statements apply to the loan of Item(s) from University Collection's permanent collection. Any items currently on loan from the University of Edinburgh will now be subject to this policy and action will be taken to bring the terms of established loans in line with this policy where possible.

Loans from the University of Edinburgh's Collections will be considered for the purposes of public display/exhibition, public study, research and teaching.

An Item(s) may not be lent to private individuals or companies other than in exceptional circumstances and only if the borrower can guarantee security and care to the standards stipulated in the Collections Management Policy.

The decision to lend will be determined by University Collections reviewing each loan request on its individual merits to ensure that it complies with the conditions set out by University Collections and that it supports University Collections' own priorities and aims.

University Collections will not lend an Item(s) to film and television or media companies including theatrical productions.

University Collections will not lend an Item(s), which is not fit to travel or to be displayed, unless it has made prior arrangements with the Borrower to conserve the Item(s) to display standard as part of the loan agreement.

The Borrower will normally bear the cost of borrowing item(s). This may include costs for transport, couriers, photography, exhibition preparation, insurance and independent valuation for insurance purposes.

University Collections will implement a standard loans-out form stipulating the terms and conditions of all outgoing loans. Loans out will only proceed where the Borrower is prepared to accept University Collections' Terms and Conditions.

3.9 People

University Collections will ensure there are adequate staff/volunteers to meet the needs of visitors and that staff receive appropriate training in customer care.

University Collections will seek expert advice on access, education and interpretation to ensure that major re-development projects meet the needs of users in line with the overall purposes of University Collections. In particular attention will be paid to the University of Edinburgh's obligations under the Disability Discrimination Act 2004 to provide reasonable access for all.

3.10 Planning, implementation and review

Improvements to access and the ongoing review of the needs of both users and non-users will be embedded in University Collection's forward planning for the development of University Collections.

This policy will be reviewed at least every 5 years or more frequently if development is required. The date of the next review will therefore be no later than 2019.

Policy 4 – Environmental Sustainability Policy

1. Introduction

- 1.1 The University Collections' statement of purpose is preserving, promoting and providing access to the University's historic and cultural collections and we accept a parallel responsibility to play our part in the protection of the earth's environment for the benefit of generations to come.
- 1.2 Environmental sustainability is a critical part of the University Collections' overall approach to sustainability including collections care, collections moves (including loans out) preservation and conservation, audience development, staff and volunteer development, succession planning, income generation and fundraising as well as responsible forward planning.

2. Context

- 2.1 The University takes a whole-institution approach to social responsibility and sustainability. This policy statement operates in the context of the following University of Edinburgh policies:
 - Social Responsibility and Sustainability Strategy 2012-2016
 - Quality Estates Strategy 2020
 - Biodiversity Policy 2012
- 2.2 Policy and practice are also supported by the following:
 - Museums Association Principles for Sustainable Museums
 - The National Archives Sustainable Environmental Management
 - University of Edinburgh 'Be Sustainable' information for staff and students
 - PD5454:2012 Guide for the storage and exhibition of archival materials

3. Overall Policy Aims

- 3.1 In the context of compliance with University policy in this area, it is the University Collections' policy to implement the requirements of all relevant sustainability legislation and regulations, and integrate the principles of environmental sustainability within all collections policies and practices, specifically to those relating to:
 - procurement of goods and services
 - waste minimisation and recycling
 - energy saving
 - use of recycled and recyclable materials wherever possible
 - use of energy-efficient equipment
 - monitoring energy use

4. Environmental Sustainability and Collections Care

4.1 University Collections will undertake periodic reviews of standards for environmental control with a view to saving energy or reducing dependency on air-conditioning.

4.2 In all development projects / building projects involving University Collections, the impact of the project, particularly its long-term impact, will be considered at the planning stage and sustainability will be built into all our projects.

5. People

5.1 University Collections encourage staff and volunteers to attend appropriate sustainability training and development. Staff, students, users and visitors are encouraged to walk, cycle or use public transport as the principal means of commuting to work and for travel by staff on University business, or for visiting the Collections.

6. Policy Audience

6.1 University Collections will communicate this policy to staff, volunteers, and other stakeholders, to raise awareness amongst these groups of their own environmental responsibilities and requirement to commit to environmental improvements.

7. Planning, implementation and review

7.1 Continuous improvements and ongoing review of our environmental sustainability will be embedded in University Collections' forward planning for the development of University Collections.

7.2 This policy will be reviewed at least every 5 years or more frequently if development is required. The date of the next review will therefore be no later than 2019.

Policy 5 – Collections Development Policy

Name of museum: University Collections

For full list of individual Collections, see Collections Management Policy p1. Section 2.1

Name of governing body: University of Edinburgh Court

Date on which this policy was approved by governing body: June 2015

Policy review procedure: The collections development policy will be published and reviewed from time to time, at least once every five years. Reviews will be led by relevant curatorial staff, in consultation with senior University managers, users and agreed external organisations as well as Museums Galleries Scotland. Arts Council England/CyMAL: *Museums Galleries Scotland* will be notified of any changes to the collections development policy, and the implications of any such changes for the future of collections. The formal approval route is through University Collections Advisory Committee to Knowledge Strategy Committee before approval by the University Court.

Date at which this policy is due for review: 2019

1. Relationship to other relevant policies/plans of the organisation:

1.1. Statement of Purpose of University Collections

Preserving, promoting and providing access to the University's historic and cultural collections.

1.2. The University Court will ensure that both acquisition and disposal are carried out openly and with transparency.

1.3. By definition, University Collections has a long-term purpose and holds collections in trust for the benefit of the public in relation to its stated objectives. The University Court therefore accepts the principle that sound curatorial reasons must be established before consideration is given to any acquisition to the collection, or the disposal of any items in the University Collections.

1.4. University Collections recognises its responsibility, when acquiring additions to its collections, to ensure that care of collections, documentation arrangements and use of collections will meet the requirements of the Museum Accreditation Standard, Archive Accreditation Standard, PAS 197:2009 and PAS 198:2012. For Museum Collections 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.

- 1.5. University Collections will undertake 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 museum, library or archive can acquire a valid title to the item in question.
- 1.6. University Collections will not undertake disposal motivated principally by financial reasons.

2. History of the collections

The Collections of the University of Edinburgh have evolved over 400 years of collecting.

Specific text on each collection is included in Section 3 and in the individual collections appendices.

3. An overview of current collections

3.1 Musical Instrument Museums Edinburgh (formerly the Edinburgh University Collection of Historic Musical Instruments, EUCHMI)

Musical Instrument Museums Edinburgh (MIMEd) is based at St Cecilia's Hall and the Reid Concert Hall, with the research collection accessed from the CRC, Main Library. MIMEd houses one of the largest and most important collections of musical instruments in the world, including the Shackleton Bequest of woodwind instruments as well as early keyboards from the Raymond Russell Collection and Mirrey Collection. The Collection is open to the public at both St Cecilia's Hall and the Reid Concert Hall. Staff are involved in University teaching (at undergraduate and postgraduate level) through the Reid School of Music, public outreach (for all age groups) and facilitating visits from an international audience of specialist researchers, academics and musicians. Highlights include harpsichords by the Ruckers family and Taskin, a recorder and violins from the mid-16th century by the Bassano family, and the gong used for the recording of the Rank film opening credits.

3.2 Art Collection

The purpose of the Art Collection at the University of Edinburgh is to collect, interpret and make accessible works of art for teaching, research and exhibition, whilst also increasing the enjoyment and enrichment of the

University environment for the University community and general public. The University holds around 3,000 works of art in its collections. The Art Collection is notable for its emphasis on Dutch and Flemish art of the 17th and 18th centuries, Scottish portraits, and modern Scottish art. A significant addition to the collection is around 2,000 works from Edinburgh College of Art (ECA), which merged with The University of Edinburgh in 2012. This strand of the Art Collection contains a unique insight to art education in the 20th Century and comprises works by some of the most respected names in Scottish art, such as John Bellamy, Anne Redpath and S.J. Peplow, as well as the addition of the highly regarded ECA Cast Collection.

3.3 Cockburn Museum of Geology

Originally defined in 1873 as 'a museum for the teaching of geology', the Collections are made up of objects which reflect the entire geological spectrum. Over 130,000 specimens including rocks, minerals, ores, fossils, historical documents, manuscripts and samples (e.g. the Hall collection of early experimental material), maps (geological and topographic), photographs and computer data. The collection is derived from global sources, with an emphasis on Scotland and the British Isles but not to the extent of excluding material from elsewhere. Mantle nodule material, for example, mainly comes from South Africa, Siberia and Brazil. The collection covers the time period from 1790 to the present in terms of the historical documents and maps, but covers the whole time period of Earth history in the case of the geological specimens.

3.4 Natural History Collections

The Natural History Collections contain several thousands of zoological specimens which are still housed in those areas of the Ashworth Laboratories originally created for them by Sir Robert Lorimer. Their national importance rests in part on the fact that they remain one of the few University Natural History Collections which are still largely intact with respect to the invertebrate material and much vertebrate skeletal material. The Collections form an integral part of the teaching of biological sciences in the University, as well as being open to view by the general public.

3.5 Anatomical Collections

The Anatomy Department (now termed the Anatomy Section within the School of Biomedical and Clinical Sciences) has possessed a museum displaying aspects of human and animal structures since the 18th century. Housed since 1886 in the north wing of the present Department, which is located in the Medical School, it originally occupied all 3 floors but is now restricted to the top floor only plus a small annexe on the first floor which contains a large

collection of human skulls. This Museum in its original form displayed one of the finest collections of vertebrate material in this country and contained the premier collection of cetacea outside the British Museum. This cetacean material has now mostly been transferred to the National Museums of Scotland where it is presently stored.

The Museum, now reduced in size, is used as the Anatomy Resource Centre and currently displays artefacts such as potted specimens which are used for the teaching of anatomy, while providing a valuable study and research area. It also has small historical displays of anatomical dissections, microtomes and microscopes. In the next three to five years, Anatomy teaching will move to another location.

3.6 Chemistry Collection

The School of Chemistry Collection contains equipment, archives, photographs, molecular models, crystals and other specimens, on display in the Museum and in cases in corridors. The collection is used for teaching and learning purposes and for outreach. Highlights from the Chemistry Collection include Crum Brown's model of Sodium Chloride and an autographed reprint of Mendeleeff's Periodic Table from 1879.

3.7 Classics Collections

The Classics Department is home to a teaching collection of Greek and Roman pottery, a gallery of casts, and a large collection of photographic slides which are used to illustrate its teaching in Classical Art and Archaeology.

3.8 Polish School of Medicine Historical Collection

The Collection contains many medals with relevance to the history of medicine, wartime memorabilia, artefacts and books about the Polish School of Medicine, written in Polish and English. Some of the medals commemorate well-known Poles who had Edinburgh and/or University connections, like the pianist and composer Fryderyk Chopin who stayed in Warriston Crescent in Edinburgh and the physicist and chemist Marie (Sklodowska) Curie who was awarded an honorary degree by the University of Edinburgh. There are a number of striking sculptures which are the work of the last Dean of the Polish School of Medicine, Professor Rostowski, and a number of bronze busts. The paintings in the Collection include a delightful small oil entitled 'Warsaw Panorama – view from the Vistula' by Josef Mlynarski. There are a number of other photographs, copper plaques and prints of varying artistic merit in the Collection. Other prints and photographs highlighting the story of the Polish School of Medicine and historical links between Scotland, Edinburgh and Poland were cut out from

some of the books and framed. Ceramics, vases and other artefacts comprise a small part of the Collection.

3.9 Museum Heritage Collection

In January 2004, University Collections Advisory Committee recognised the need to conduct an audit of the University's collections not in the formal sense of its museums and well-defined collections, but the numerous cultural items in offices, meeting rooms, corridors and laboratories across the University. The resulting Audit is a database of the distributed collection of the University. This information allows the University to make informed decisions about the care, conservation and insurance of its distributed collection. This collection does not include the historic silver, robes or furniture in the University, though a watching brief is maintained by appropriate curatorial staff. Museums staff are also gradually taking responsibility for objects of material culture which originally came into the University Archives e.g. certain medals, prints, costume and textiles.

3.10 Archives

Our Archives collections comprise both those created by the University itself and those we have acquired from external sources. They represent a rich record of human activity covering many disciplines, locations and periods.

University Archives: The largest single section within our archives collections, these are the records of the University of Edinburgh since it began as the 'Tounis College' in the late 16th century.

Merged Institutions Archives: Through the course of its history, the University has merged with a number of other institutions, all of which have their own distinct archives: Royal (Dick) Veterinary College, Moray House Institute of Education, Edinburgh College of Art.

Personal papers and business records: Acquired from external sources, these collections include personal papers, the records of businesses, literary manuscripts and more.

Lothian Health Services Archive: LHSA is one of the leading National Health Service archives. The holdings comprise the historically important records of NHS Lothian hospitals and other health-related organisations, and have been managed by the University since 1980.

3.11 Rare Books and Manuscripts

Our earliest printed book is a commentary on the Chinese Yi Ching, printed in 1440. Our earliest Western printed book, produced using moveable metal type, is St. Augustine's *De civitate Dei*, printed in about 1468. We have about 300 incunabula (books printed before 1501), many with important provenances and annotations. Early Scottish books are well represented, including the world's finest surviving copy of the Aberdeen Breviary, the first

substantial book produced in Scotland in 1509-1510. The collection is particularly strong in holdings of works relating to the European Reformation, such as the unique copy of Michael Servetus' *Christianismi restitutio* (1553) formerly owned and annotated by John Calvin, who had Servetus burned. We also have the only copy in Scotland of the first book printed in Gaelic, John Knox's liturgy of 1567.

Edinburgh University Library came into being in 1580 when Clement Litill bequeathed his collection to the new college. Major donations followed including the library of the poet William Drummond in 1626. Early individual donations include a unique copy of one of the first books printed in America, John Eliot's *Indian Primer* (1669). The Copyright Act of 1710 gave the library the right to claim a copy of every book published in Britain and Ireland, a right which was maintained until 1837, and which enabled us to build up the bulk of the early modern British collections. There are over 15,000 pre-1801 British or English language books listed on the English Short Title Catalogue (ESTC) as being in Edinburgh University Library. During the 19th and 20th centuries, we acquired some major collections such as the library of J.O. Halliwell-Phillipps with its Shakespeare quartos. More modern special collections books include poetry pamphlets (the Ramage collection) and translations of the novels of Alexander McCall Smith. We now have over 400,000 rare books and acquire up to 20,000 new items every year.

We have books on almost every topic and in a range of languages, but we have a number of named special collections which give particular depth to certain areas. Modern literature and poetry is particularly well represented, with the libraries of Lewis Grassie Gibbon, Hugh MacDiarmid and Norman MacCaig, plus the W.H. Auden collection and the Corson Collection of works by and about Sir Walter Scott. The Scottish enlightenment can be studied through the libraries of Adam Smith and Dugald Stewart. Medical, veterinary and scientific books are found in the collections from the Royal College of Surgeons of Edinburgh and the Royal Medical Society of Edinburgh. There are extensive collections of printed music including the library of Donald Francis Tovey. The history of Edinburgh University is another key area, and we have archive copies of Edinburgh University Press books.

Printed named special collections: We have over 60 named special collections, which are normally kept together with unique shelfmarks. Pre-1900 printed books: All books printed before 1900 in the Main Library are formally the responsibility of Special Collections and processes are being developed to transfer them from general stock.

Western medieval manuscripts: Rare Books and Manuscripts maintains this collection of some 275 manuscripts, including books of hours.

Oriental manuscripts: Rare Books and Manuscripts maintains this collection of some 700 manuscripts, mainly Islamic.

4. Themes and priorities for future collecting

4.1 The themes and priorities for future collecting for the collections are described in this Policy and in the Appendices:

Appendix 1: Musical Instrument Museums Edinburgh

Appendix 2: Art Collection

Appendix 3: Natural History Collections

Appendix 4: Geology Collection

Appendix 5: Anatomical Collection

Appendix 6: Rare Books and Manuscripts

Appendix 7: Archives

5. Themes and priorities for rationalisation and disposal

5.1 University Collections 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 process will be documented, open and transparent. There will be clear communication with key stakeholders about the outcomes and the process.

5.3 The themes and priorities for rationalisation and disposal for the collections are described in this Policy and in the Appendices:

Appendix 1: Musical Instrument Museums Edinburgh

Appendix 2: Art Collection

Appendix 3: Natural History Collections

Appendix 4: Geology Collection

Appendix 5: Anatomical Collection

Appendix 6: Rare Books and Manuscripts

Appendix 7: Archives

5.4 By definition University Collections has a long-term purpose and possesses permanent collections in relation to its stated objectives. The University Court accepts the principle that, except for sound curatorial reasons, there is a strong presumption against the disposal of any items in University Collections.

5.5 However, responsible, curatorial-motivated disposal may take place as part of a programme of review and rationalisation in order to increase public

benefit derived from the collections. In such cases University Collections will abide by clauses in section 16 to 18 of this policy as appropriate.

Such disposal may take place:

- To remove from the collections any item that is too badly damaged or deteriorated to be of any further use for the purposes of University Collections.
- To improve the curatorial care of the collections by the disposal of duplicate or unprovenanced material of low intrinsic relevance to the Collections Development Policy.
- To transfer to the ownership of another accredited museum or archive any item which, by reasons of changes in public, social or educational need, administrative responsibility, or development priorities.

6 Legal and ethical framework for acquisition and disposal of items

6.1 University Collections recognises its responsibility to work within the parameters of the Museum Association Code of Ethics and / or Archives and Records Association Code of Conduct (June 2012) when considering acquisition and disposal.

7 Collecting policies of other museums

7.1 University Collections will take account of the collecting policies of other museums, libraries, archives 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 reference is made to the following organisations:

- National Museums of Scotland
- City of Edinburgh Museums
- UMiS (University Museums Scotland) members
- National Library of Scotland
- National Records of Scotland
- Edinburgh City Archives

8 Management of Archives and Rare Books

8.1 The University's Archive and Rare Books & Manuscripts teams within the Centre for Research Collections provide the management of archives and rare books to professional standards listed in the CMP. Professional procedures have been developed and are in place and these need to be adhered to and followed as the precedent for any archival or rare book collections managed by University

Collections. Management of these collections is undertaken by professionally qualified archivists or librarians.

8.2 As some of the University's museums hold archives and rare books, including photographs and printed ephemera, they will take advice from the University's Archive or Rare Books & Manuscripts Teams and can be guided by the professional archival standards mentioned in this document and the Code of Practice on Archives for Museums and Galleries in the United Kingdom (third edition, 2002).

9 Acquisition

- 9.1 The relevant collections curator or manager is responsible for making recommendations for acquisition through donation, purchase or bequest. Potential donations are discussed and agreed or otherwise through the local senior management team structure. Levels of delegation relating to costs of acquisition are agreed locally. Large scale collections which potentially have significant resource implications are presented to the relevant committee for consideration.
- 9.2 University Collections 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).
- 9.3 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 November 1 2002, University Collections 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.

10 Human remains

- 10.1 As University Collections holds or intends to acquire human remains from any period, it will follow the guidelines in the 'Guidance for the Care of Human Remains in Scottish Museums' issued by Museums Galleries Scotland in 2011.

11 Biological and geological material

- 11.1 So far as biological and geological material is concerned, University Collections 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.

12 Archaeological material

12.1 University Collections will not acquire archaeological material (including excavated ceramics) in any case where the University Court 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, although such material as human remains and environmental samples are not covered by the law of bona vacantia. Scottish material of chance finds and excavation assemblages are offered to museums through the treasure trove process and cannot therefore be legally acquired by means other than by allocation to University Collections by the Crown. However where the Crown has chosen to forego its title to a portable antiquity or excavation assemblage, a Curator or other responsible person acting on behalf of the University Court 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 University Collections is:

- acting as an externally approved repository of last resort for material of local (UK) origin
- Acquiring an item of minor importance that lacks secure ownership history but in the best judgement of experts in the field concerned has not been illicitly traded
- acting with the permission of authorities with the requisite jurisdiction in the country of origin
- In possession of reliable documentary evidence that the item was exported from its country of origin before 1970

In these cases the museum 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 University Collections will document when these exceptions occur.

14 Spoliation

14.1 University Collections 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 University Court, acting on the advice of University Collections professional staff, may take a decision to return human remains (unless covered by the '*Guidance for the Care of Human Remains in Scottish Museums*' issued by MGS in 2011), objects or specimens to a country or people of origin. University Collections 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 will be followed but the remaining procedures are not appropriate.

15.2 The disposal of human remains from museums in Scotland will follow the guidelines in the '*Guidance for the Care of Human Remains in Scottish Museums*' issued by Museums Galleries Scotland in 2011.

15.3 The exception to this is that as, in accordance with the procedures of the Anatomy Act (1984) as amended by the Human Tissue (Scotland) Act (2006), the proper disposal of human remains in the Anatomy collection donated under the Anatomy Act is the legal duty of the Licensed Teacher of Anatomy. In exceptional circumstances the Licensed Teacher may be required to dispose of human remains and to have sole responsibility for the decision. The University Court will be informed of the decision and a clearly documented audit trail will be maintained.

16 Disposal procedures – Museum Collections

16.1 All disposals will be undertaken with reference to the SPECTRUM Primary Procedures on disposal.

- 16.2 University Court will confirm that it is legally free to dispose of an item. Agreements on disposal made with donors will also be taken into account.
- 16.3 When disposal of a museum object is being considered, University Collections 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 University Court only after full consideration of the reasons for disposal. Other factors including public benefit, the implications for University Collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. Expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities and others served by University Collections will also be sought.
- 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 University Court acting on the advice of professional curatorial staff and not of the curator or manager of the collection acting alone.
- 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, University Collections may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

- 16.10 Any monies received by the University Court from the disposal of items will be applied solely and directly for the benefit of the collections. This normally means the purchase of further acquisitions. In exceptional cases, 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 may be justifiable. 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 the Arts Council England/CyMAL: Museums Galleries Scotland.
- 16.11 The proceeds of a sale will be allocated so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard. Money must be restricted to the long-term sustainability, use and development of the collection.
- 16.12 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 practicable in accordance with SPECTRUM Procedure on deaccession and disposal.

Disposal by exchange

- 16.13 The nature of disposal by exchange means that University Collections will not necessarily be in a position to exchange the material with another Accredited museum. The University Court will therefore ensure that issues relating to accountability and impartiality are carefully considered to avoid undue influence on its decision-making process.
- 16.13.1 In cases where the University Court 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.
- 16.13.2 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.

- 16.13.3 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).
- 16.13.4 Both the notification and announcement must provide information on the number and nature of the specimens or objects involved both in the University Collections 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

- 16.14 If it is not possible to dispose of an object through transfer or sale, the University Court may decide to destroy it.
- 16.15 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.
- 16.16 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.
- 16.17 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.
- 16.18 The destruction of objects should be witnessed by an appropriate member of University Collections workforce. In circumstances where this is not possible, eg the destruction of controlled substances, a police certificate should be obtained and kept in the relevant object history file.

17. Disposal Procedures – Archive Collections

17.1 Archive collections are professionally appraised by a qualified archivist to retain items of evidential, legal, transactional and historic value that fit with the overall collections policy. Collections are often appraised after accession and in their raw state. During the appraisal process items deemed incompatible or unworthy of retention are identified and documentation covering the collection is completed and signed off to note decisions on retention and disposal. The University's Records Manager is notified of any part of the University's own archive which is being appraised and they are involved in the sign off of the disposal of current and semi current records. Collections that are deemed archival but do not fall into collecting areas can be offered by transfer to an appropriate alternative professionally managed archive service. This process is documented and signed off by the Head of Special Collections. It is not professional practice at the University of Edinburgh to dispose of archives through the sale of items.

18. Disposal Procedures – Rare Books Collections

18.1 Rare book collections are managed actively to remove material that is duplicated, damaged or which does not fit with overall collections policy. In principle duplicate books are not accepted in the first place, but should duplicates be identified e.g. as part of large donations, they will be withdrawn. Any marks of accession (e.g. bookplates / library stamps) are formally cancelled, any catalogue records amended and items are placed for transfer, sale or green disposal according to the judgement of professional rare books staff. Disposal via sale may take the route of an approved external contractor (for bulk disposals) or through obtaining quotes from recognised antiquarian booksellers / auction houses (for high-value items). Whole collections may only be disposed of through completion of a formal withdrawal form which is approved by the Director of Library & University Collections. The collections are subject to a rolling review which generates disposals as outlined in the 2005 Library Collections Policy.

THE UNIVERSITY OF EDINBURGH UNIVERSITY COLLECTIONS

Appendix A: Collections Development Policy Statement

Musical Instrument Museums Edinburgh (MIMEd)

1. Statement of Purpose of the Musical Instrument Collection

The purpose of the Musical Instrument Collection is to promote the study of the history, construction and functions of instruments of music and all cognate matters, the furtherance of research and the propagation of knowledge of instrumental history.

2. An overview of current collections

Containing some 5,000 keyboard, stringed, wind and percussion instruments, the MIMEd collection includes many items of international importance. As well as being used for teaching and research, parts of the collection are on public display and may be seen at the Reid Concert Hall and St Cecilia's Hall Museums of Instruments. The Reid Concert Hall galleries, built in 1859 and still with their original showcases, are believed to comprise the earliest surviving purposebuilt musical museum in the world. St Cecilia's Hall, opened in 1763, is the oldest surviving purpose-built concert hall in Scotland. It now houses the University's collection of early keyboard instruments.

World-leading collections which form significant components of the MIMEd collection including the founding collection of John Donaldson, the Shackleton Collection (predominantly clarinets), Rendall Collection (wind), Tomes Collection (wind), Macaulay Collection (plucked stringed), Raymond Russell Collection (keyboards), Rodger Mirrey Collection (keyboards), Blades Collection (percussion), HLF-funded Bagpipe Collection and the Brackenbury Collection (mixed instruments).

2.0 Themes and priorities for future collecting

2.0.1 The highest priority will be given to unique instruments with an irreplaceable concentration of information-bearing features, and which relate to the history of substantial performing traditions.

2.0.2 The next highest priority will be given to the rare: prized items by the most skilled makers in history, good instruments of known provenance and the playing instruments of great musicians.

- 2.0.3** The next highest priority will be given to truly historic instruments that are fairly common: the typical elements of private and public collections.
- 2.0.4** Lower priority will be given to superseded instruments: modern or recent instruments not in current manufacture, though surviving in considerable numbers, such as victims of fashion and of pitch standard changes.
- 2.0.5** The lowest priority will be given to the currently replaceable: instruments (including modern copies of old instruments) made using materials, methods and designs actively in use to-day.
- 2.0.6** For the purposes of research, objects which might be regarded as 'duplicates' are of value, and the presence of 'similar' objects will not preclude the acquisition of an object which adds to the existing research strengths of the Collection.
- 2.0.7** For the purposes of teaching and public exhibition display, examples of all types, periods and styles within the overall purview of the Collection are desirable, and objects which fill 'gaps' in the Collection should be acquired.
- 2.0.8** Greater emphasis will be put on the acquisition of objects in unaltered condition, or objects whose alterations are themselves of historical interest, than on objects in 'good condition' resulting from restoration.
- 2.0.9** In all cases, the presence of accompanying knowledge concerning the making, use and previous ownership will increase the desirability of an object being considered for acquisition.

2.1 Instruments of Regional Cultures Worldwide

- 2.1.1** This division of the Collection includes all instruments from non-Western cultures.
- 2.1.2** The core of this division of the Collection was acquired by the Reid Professor of Music in the 1850s. Many further items have come from the Glen Collection, mostly assembled by Robert Glen (1835–1911).
- 2.1.3** Geographical region: worldwide.
- 2.1.4** Number of objects: c330.
- 2.1.5** Location: approximately half on display, half in store.
- 2.1.6** Methods of acquisition: Items from the Glen Collection purchased in 1983 with conditions attached to external funding received; the method

of acquisition practised by the Reid Professor of Music in the 1850s was purchase, some of the accounts survive. Further items are on loan.

- 2.1.7** Evaluation: A representative collection of musical instruments from regional cultures world-wide, even restricted to present-day specimens, would fill a large museum. To trace the historical development of instruments worldwide would be even more ambitious, especially as in many cultures musical instruments are regarded as ephemeral, easily replaced and are not made to last. High demands would be made on curatorial expertise in ethnomusicology and conservation. This division of the Collection does, however, include relatively old (19th-century) items, and a fair sample of the types of instruments used worldwide.
- 2.1.8** Acquisition priorities: The Collection should accept any items offered which demonstrate the historical development of regional instruments and should seek to acquire instruments regardless of their culture of origin which are of distinct types or embody acoustical principles not already represented.

2.2 Plucked and Hammered Stringed Instruments

- 2.2.1** This division of the Collection includes zithers, lutes, citterns, guitars, harps, and related instruments.
- 2.2.2** The core of this division of the Collection was donated to the University by Mrs Anne Macaulay in 1977 and 1985. Other items have come from the Brackenbury Collection, assembled by Hereward Brackenbury (1869–1938) and the Appleby Collection, assembled by Wilfrid Appleby.
- 2.2.3** Geographical region: mostly Western European.
- 2.2.4** Number of objects: c150.
- 2.2.5** Location: approximately half on display, half in store.
- 2.2.6** Methods of acquisition: Items gifted by Mrs Anne Macaulay subject to conditions; Appleby Collection donated, 1986; items from the Brackenbury Collection allocated by the Government in 1991 with conditions attached; (3249) 9-course lute (Matheus Buchenberg, c1620) purchased in 1992 with conditions attached; (3838) Guitar (Staufer, Vienna) purchased in 1998 with conditions attached. Further items are on loan.
- 2.2.7** This division is of international importance, and allows a very rich display of early guitars and related instruments. The collection of

nineteenth-century guitars is, although not comprehensive, among the finest in a public collection.

2.2.8 Acquisition priorities: any specimens in categories 2.0.1, 2.0.2 and 2.0.3 above should be accepted. In particular, the following gaps in the collections should be filled: a 16th-century example lute, preferably with broad ribs; a mid- or late-17th-century 'English two headed' lute; an 11course lute; a 13-course baroque lute with an two peg boxes; a longscale chitarrone; any 4- or 6-course Italian cittern with a c460mm string length; any renaissance (4 course) guitar; any guitar by Rene, Alexandre or Jean Voboam, Paris; any guitar by Joachim Tielke, Hamburg; a chitarriglia from Italy; a vihuela; a Spanish-made baroque guitar; a 6-string guitar by Pages with fan-strutting; a 6-string Martin guitar built in the style of Staufer; a guitar by Torres; a Spanish-made classical guitar by a follower of Torres; classical guitars by Santos Hernandez, Simplicio and Hermann Hauser from early in the 20th century; later 20th-century instruments by Robert Bouchet and Ignacio Fleta; an archtop guitar by Orville Gibson; a flattop harp guitar by Dyer; a 'Style O' archtop guitar by Gibson; a 'Style U' archtop harp-guitar by Gibson; an archtop guitar (L5 or Super 400) by Gibson; a flattop style 'OOO' or 'OM' by Martin; a flattop 'Dreadnought' guitar by Martin; archtop guitars by D'Angelico, D'Aquisto and Stromberg; 1950s examples of Gibson Les Paul and similar (Explorer, Flying V, ES335, EDS1275, EDM1235, ES175), Fender Telecaster and Fender Stratocaster; Fender Precision or Jazz bass guitar from before 1965; Rickenbacker 4000 series bass made before 1975; any mandolin family instrument by Gibson made before 1930.

2.3 Bowed Stringed Musical Instruments

2.3.1 This division of the Collection includes violins, violas, cellos, basses, kits, viols, bows and hurdy-gurdies.

2.3.2 The core of this division of the Collection was acquired by the Reid Professor of Music in the 1850s. Other items have come from the Brackenbury Collection, assembled by Hereward Brackenbury (1869–1938).

2.3.3 Geographical region: mostly Western European.

2.3.4 Number of objects: c80 instruments, c70 bows, also some instrument-making tools.

2.3.5 Location: approximately half on display, half in store.

2.3.6 Methods of acquisition: some items gifted to the Faculty of Music since the WWII, with full documentation. Items from the Brackenbury Collection allocated by the Government in 1991 with conditions

attached; violin by Matthew Hardie donated, 1989; the method of acquisition practised by the Reid Professor of Music in the 1850s was purchase, some of the accounts survive; (2878) bass viol (Kaiser, c1700) with (2879) and (2880) two bows (18th century) purchased in 1988 with conditions attached. Further items are on loan.

- 2.3.7** This division includes a number of important items and allows a good general representative display.
- 2.3.8** Acquisition priorities: any specimens in categories 2.0.1, 2.0.2 and 2.0.3 above should be accepted. In particular, the following gaps in the collections should be filled: violin family instruments by any of the great Cremonese masters or by Jacob Stainer; a 17th-century English or Scottish violin; an early English bass violin or cello; Viol family instruments by any of the great English makers before 1700 (Rose, Meares, Jaye, Norman etc.); a French 7-string bass viol, preferably by Bertrand; a German bass viol by Joachim Tielke; a baryton from Germany or England.

2.4 Flutes and Whistles

- 2.4.1** This division of the Collection includes recorders, flageolets and flutes.
- 2.4.2** The core of this division of the Collection was acquired by the Reid Professor of Music in the 1850s; many further items have come from the Glen Collection, mostly assembled by Robert Glen (1835–1911); other items have come from the Rendall Collection, assembled by Geoffrey Rendall (1890–1953); other items have come from the Brackenbury Collection, assembled by Hereward Brackenbury (1869–1938); other items have come from the Mickleburgh Collection, assembled by Roy Mickleburgh (1914–1984); and the Sir Nicholas Shackleton Collection, assembled by Sir Nicholas Shackleton (1937–2006).
- 2.4.3** Geographical region: mostly Western European.
- 2.4.4** Number of objects: c360, also some incomplete instruments.
- 2.4.5** Location: approximately half on display, half in store.
- 2.4.6** Methods of acquisition: some items gifted by the Galpin Society in 1980 subject to conditions; items from the Glen Collection purchased in 1983 with conditions attached to external funding received; some items donated by Nicholas Benn, 1999; the method of acquisition practised by the Reid Professor of Music in the 1850s was purchase, some of the accounts survive; (2491) voice flute (Bradbury) purchased in 1985 subject to conditions; items from the Brackenbury Collection allocated by the Government in 1991 with conditions attached; (3533) flute (John

Mitchell Rose, c1817) purchased in 1995 with conditions attached; (3921) tenor recorder (possibly Bassano) purchased in 2000 subject to conditions; some choice items were given as part of the collection of Sir Nicholas Shackleton in 2006. Further items are on loan.

2.4.7 This division includes a comprehensive and important collection of flutes.

2.4.8 Acquisition priorities: an example of a transverse flute of the early period (i.e. cylindrical bore) and a Renaissance flute would considerably enhance the Collection. Recorders are under-represented, and examples of sizes not already present and by important makers should be sought. Specific makers of instruments in this acquisition category interest include Denner, Hotteterre, Quantz, and Bressan.

2.5 Double-Reed Woodwind Instruments

2.5.1 This division of the Collection includes oboes, bassoons and related instruments.

2.5.2 The core of this division of the Collection comes from the Rendall Collection, assembled by Geoffrey Rendall (1890–1953); many further items have come from the Glen Collection, mostly assembled by Robert Glen (1835–1911); other items have come from the Brackenbury Collection, assembled by Hereward Brackenbury (1869–1938), the Mickleburgh Collection, assembled by Roy Mickleburgh (1914–1984); the Langwill Collection, assembled by Lyndesay Langwill (1897–1983); and the Sir Nicholas Shackleton Collection, assembled by Sir Nicholas Shackleton (1937–2006).

2.5.3. Geographical region: mostly Western European.

2.5.4 Number of objects: c120.

2.5.5 Location: approximately half on display, half in store.

2.5.6 Methods of acquisition: some items gifted by the Galpin Society in 1980 subject to conditions; items from the Glen Collection purchased in 1983 with conditions attached to external funding received; items from the Brackenbury Collection allocated by the Government in 1991 with conditions attached; Langwill Collection donated in 1981; (2805) contrabassoon (Cermak) purchased in 1987 subject to conditions; (3863) oboe (Floth, Dresden, 1807) and (3864) oboe (Meyer, Hannover, c1860) purchased in 1999 subject to conditions; some items donated by Reginald Tritton in 2001. Further items are on loan.

2.5.7 This division includes a comprehensive and important collection of oboes, and representative collection of bassoons.

2.5.8 Acquisition priorities: the bassoons are less representative and less comprehensive than the other classes of woodwinds, and good examples should be sought, particularly by influential continental makers and dating from before 1800; early sarrusophones are highly desirable; any pre-1700 instruments would be greatly desired, including crumhorns, shawms, rauchpfeiffer and rackets.

2.6 Single-Reed Woodwind Instruments

2.6.1 This division of the Collection includes clarinets, basset horns and saxophones.

2.6.2 The core of this division of the Collection comes from the Rendall Collection, assembled by Geoffrey Rendall (1890–1953); the acquisition of the Sir Nicholas Shackleton Collection, assembled by Sir Nicholas Shackleton (1937–2006), has put this division of the Collection ahead of any other in the world; further items have come from the Glen Collection, mostly assembled by Robert Glen (1835–1911); the Brackenbury Collection, assembled by Hereward Brackenbury (1869–1938); and the Mickleburgh Collection, assembled by Roy Mickleburgh (1914–1984).

2.6.3 Geographical region: mostly Western European.

2.6.4 Number of objects: c1000, also some incomplete instruments.

2.6.5 Location: approximately half on display, half in store.

2.6.6 Methods of acquisition: some items gifted by the Galpin Society in 1980 subject to conditions; items from the Glen Collection purchased in 1983 with conditions attached to external funding received; items from the Brackenbury Collection allocated by the Government in 1991 with conditions attached; items from the Mickleburgh Collection purchased in 1981; 2 18th-century clarinets were purchased in 1986 with conditions attached; some items donated by Reginald Tritton in 2001; 8 saxophones were purchased in 2004 with conditions attached; the Sir Nicholas Shackleton Collection was given to the University in 2006. Further items are on loan.

2.6.7 This division is of international importance and includes the playing instruments of several eminent musicians. The clarinet section forms the most important collection of its type in the world.

- 2.6.7** The availability of clarinet family instruments not already represented in the Collection will be an infrequent occurrence, nevertheless should an instrument of the early period become available it could be an important acquisition.

2.7 Bagpipes

- 2.7.1** This division of the Collection includes bagpipes and parts of bagpipes.

- 2.7.2** The core of this division of the Collection has come from the HLF-funded 'Collecting Cultures' scheme which represents instruments made in Britain and the Brackenbury Collection, assembled by Hereward Brackenbury (1869–1938). Many items are on loan from the National Museums Scotland and from Glasgow Museums and Art Galleries.

- 2.7.3** Geographical region: Western European.

- 2.7.4** Number of object: c190 including chanters and other incomplete instruments.

- 2.7.5** Location: approximately half on display, half in store.

- 2.7.6** Methods of acquisition: The HLF-funded project 'Collecting Cultures' resulted in the acquisition of almost 30 instruments; other items were lent by Andrew Ross in 1969 or Mrs V.M. Ross in 1981 – these were all purchased by the National Museum of Antiquities of Scotland in 1983 but remain on loan from the National Museums Scotland; items from the Brackenbury Collection allocated by the Government in 1991 with conditions attached; (3110) cornemuse, silver-mounted ivory (P. Gaillard) with its silk cover purchased 1990 with conditions attached.

- 2.7.7** This is the largest and most comprehensive public display of bagpipes in Scotland.

- 2.7.8** Acquisition priorities: The display is dependent of the continued support of other museums who may decide to withdraw at any time should they wish to display these items themselves. The acquisition of good examples, in particular continental and non-Western instruments, is a high priority to ensure representation of this class of instruments in the Collection.

2.8 Brass Musical Instruments

- 2.8.1** This division of the Collection includes horns, trumpets, trombones, cornets, serpents, ophicleides etc.

2.8.2 The core of this division of the Collection was acquired by the Reid Professor of Music in the 1850s; many further items have come from the Glen Collection, mostly assembled by Robert Glen (1835–1911); other items have come from the Mickleburgh Collection, assembled by E.R. Mickleburgh (1914–1984); the Shaw-Hellier Collection, assembled by Sir Samuel Hellier (1737–1784) and Colonel Thomas Bradney Shaw-Hellier (1837–1910); and from a large private collection.

2.8.3 Geographical region: mostly Western European.

2.8.4 Number of objects: c640 instruments and c560 mouthpieces, also some accessories and instrument-making tools.

2.8.5 Location: approximately one third on display, two-thirds in store

2.8.6 Methods of acquisition: (213) Soprano trombone gifted by the Galpin Society in 1980 subject to conditions; items from the Glen Collection purchased in 1983 with conditions attached to external funding received; (996) natural trumpet (Haas, c 1700) from the Brackenbury Collection allocated by the Government in 1991 with conditions attached; (2492) and (2493) French horns (Winkings, c1740) purchased in 1985 subject to conditions; (2695) trombone (Schnitzer, dated 1594) purchased in 1986 subject to conditions; (3534) trombone (Riedlocker, c1820) purchased in 1995 subject to conditions; (203) orchestral hand horn, master crooks and couplers (Sandbach, London, c1810–1830) gifted in 2002 subject to conditions; of the set of four Wagner Tubas, ex-Sir Thomas Beecham (Alexander), two were donated in 1986 and two were purchased in 1988. Further items are on loan.

2.8.7 This is the largest and best collection of brass instruments in Britain, and includes examples of all the main types used in orchestras and bands.

2.8.8 Acquisition priorities: 17th-century horns, trumpets and trombones are conspicuously lacking, despite their importance in musical history, and are a high priority for acquisition. Makers of particular interest include Haas, Schnitzer, Bull, Dudley and Ehe. 19th-century American firms including Distin, Graves & Co and C.G. Conn are also of importance.

2.9 Percussion Instruments

2.9.1 This division of the Collection includes drums and other percussion instruments.

2.9.2 The core of this division of the Collection was acquired by the Reid Professor of Music in the 1850s; some further items have come from the Glen Collection, mostly assembled by Robert Glen (1835–1911); many further items have come from the Ross Collection, assembled by

the Andrew Rosses Senior and Junior, proprietors of the firm of J. & R. Glen up to 1978, and the Blades Collection, assembled by the leading percussionist and scholar James Blades from the 1930s to the 1980s.

- 2.9.3** Geographical region: mostly Western European.
- 2.9.4** Number of objects: c200 instruments, c90 beaters or pairs of beaters, also some miscellaneous effects and accessories.
- 2.9.5** Location: approximately half on display, half in store.
- 2.9.6** Methods of acquisition: items from the Glen Collection purchased in 1983 with conditions attached to external funding received; most items from the Blades Collection purchased in 1982, 1984 and 1986; further items were donated by James Blades; other items have come from the Shaw-Hellier Collection, assembled by Sir Samuel Hellier (1737– 1784) and Colonel Thomas Bradney Shaw-Hellier (1837–1910). Further items are on loan.
- 2.9.7** Evaluation: this is one of the most comprehensive collections of percussion instruments in Britain.
- 2.9.8** Acquisition priorities: the earlier period is poorly covered, and examples of 17th-century kettledrums and tuned percussion in particular are required to give a balanced historical view of the development of percussion instruments. Makers of importance include Deagan, Ludwig and Schluter.

2.10 Free-reed Instruments, Ancillary and Miscellaneous Equipment

- 2.10.1** These divisions of the Collection include musical glasses, concertinas, accordions, mechanical and electronic instruments, tuning forks, metronomes, acoustical apparatus, and other items.
- 2.10.2** The core of this division of the Collection was acquired by the Reid Professor of Music in the 1850s.
- 2.10.3** Geographical region: mostly Western European.
- 2.10.4** Number of objects: c130.
- 2.10.5** Location: approximately half on display, half in store.
- 2.10.6** Methods of acquisition: some items from the Glen Collection purchased in 1983 with conditions attached to external funding received; the method of acquisition practised by the Reid Professor of Music in the

1850s was purchase; some of the accounts survive. Further items are on loan.

2.10.7 The surviving acoustical apparatus acquired in the period 1845–1865 is of great local importance, illustrating as it does the teaching methods of the Professor of Music and the earliest purpose of the Museum; there is rather sketchy coverage of the free reed instruments, and only a few mechanical and electronic instruments.

2.10.8 Acquisition priorities: early free-reed instruments such as those invented by Wheatstone would improve coverage; the class 'miscellaneous instruments' could accommodate numerous curiosities which attract the attention of museum visitors and provide interest and amusement.

2.11 Plucked Stringed Keyboard Instruments

2.11.1 This division of the Collection includes all harpsichords, virginals and spinets.

2.11.2 Two items were acquired by the Reid Professor of Music in the 1850s, or possibly were acquired by the University earlier than this; many items have come from the Raymond Russell Collection, assembled by Raymond Russell (1922–1964) and donated by his mother in 1964; further items were donated by Dr Rodger Mirrey in 2005.

2.11.3 Geographical region: Western European.

2.11.4 Number of objects: c60.

2.11.5 Location: mostly on display, few in store.

2.11.6 Methods of acquisition: the method of acquisition practised by the Reid Professor of Music in the 1850s was purchase, some of the accounts survive but not including those relating to the harpsichord and spinet, which may have been bequeathed earlier by General John Reid; items gifted by Mrs Gilbert Russell subject to conditions; two further Raymond Russell Collection items purchased; one item from the allocated by the Government in 1991 with conditions attached under the AIL scheme; additional items were donated by Dr Rodger Mirrey in 2005; some items purchased with conditions attached. Further items are on loan.

2.11.7 This division is of international importance, and allows a rich and varied display of harpsichord family instruments. The collection is generally considered to have the widest scope of any in the world. Each item is important for reasons relevant to research and teaching, and in some cases performance potential.

2.11.8 Acquisition priorities: any specimens in categories 2.0.1 and 2.0.2 above should be accepted. In particular, the following gaps in the collections should be filled: Italian harpsichords - a 16th-century single manual instrument which has (or originally had) a 1x8ft 1x4ft registration and a C2/E2-F5 compass; Low Countries - a 16th century harpsichord by a maker other than a member of the Ruckers family; an 18th-century harpsichord by a maker such as Dulcken or Delin; France - a 17th-century harpsichord with a walnut case; a 17th century harpsichord in 'Flemish style'; England and Scotland - a 16th- or early-17th-century harpsichord [none known at present]; a Scottish harpsichord [none known at present]; Germany - a 17th-century harpsichord; an 18th-century Saxon harpsichord; Scandinavia - a harpsichord; Iberia - a 17th-century harpsichord. [none known at present]; an 18th-century 'Scarlatti' harpsichord with a 5-octave (or near) compass; Other - a claviorgan (combined harpsichord and organ) from any Continental country; a clavicytherium; Italian virginals and spinets - a 16th-century Milanese and Brescian virginal; a virginal by Domenico Pisarenis; Low Countries - a virginal; France - a virginal with a walnut case; a spinet from Paris; England - a 16th century virginal; Germany - a spinet by Silbermann.

2.12 Hammered stringed keyboard instruments

2.12.1 This division of the Collection includes all clavichords and pianos.

2.12.2 One item was acquired by the Reid Professor of Music c1900. Many items have come from the Raymond Russell Collection, assembled by Raymond Russell (1922–1964) and donated by his mother in 1964; further items were donated by Dr Rodger Mirrey in 2005.

2.12.3 Geographical region: Western European.

2.12.4 Number of objects: c35.

2.12.5 Location: approximately half on display at Cecilia's Hall, half in store.

2.12.6 Methods of acquisition: Items gifted by Mrs Gilbert Russell subject to conditions; one item gifted by the Galpin Society in 1980 subject to conditions; some items purchased with conditions attached; further items were donated by Dr Rodger Mirrey in 2005. Further items are on loan.

2.12.7 This division is of international importance and allows a rich and varied display of clavichords and early pianofortes. Each item is important for reasons relevant to research and teaching, and in some cases performance potential.

2.12.8 Acquisition priorities: any specimens in categories 2.0.1 and 2.0.2 above should be accepted. The following gaps in the collections should be filled: early clavichords - an early 16th-century Flemish clavichord [none known at present]; a late-16th- or early-17th-century Italian clavichord; double-fretted clavichords - an early-18th-century example; unfretted clavichords - a mid-18th-century example with limited compass; a late-18th-century example without 4ft strings in the bass; a south German example with a 5- octave (or larger) compass; European pianos - a Cristofori or other early Florentine example; an early Iberian (pre 1780) piano; a 'Schroters action' piano; a Stein piano; a turn of the century Viennese action piano; a 5-octave Viennese action piano; an 1820s piano by Streicher or Graf; English pianos - an early Zumpe and Buntebart square piano; a mid-1790s fortepiano; a Viennese tangenterflügel (c1790–1800).

2.13 Organs

2.13.1 This division of the Collection includes chamber organs. It excludes all the University's larger organs which are installed in the McEwan Hall, the Reid Concert Hall, and Alison House.

2.13.2 All items have been acquired since 1964.

2.13.3 Geographical region: British.

2.13.4 Number of objects: 5.

2.13.5 Location: 4 on display, 1 in store.

2.13.6 Methods of acquisition: Items individually purchased and subject to conditions, or donated.

2.13.7 This division includes important items, and is a useful resource for research, teaching, and performance. The 5 items are each different in character from the others.

2.13.8 Acquisition priorities: any specimens in categories 2.0.1 and 2.0.2 above should be accepted; the following gaps in the collections should be filled: a 16th-century organ; a c1700 Saxon instrument; a Sneztler organ.

2.14 Miscellaneous Keyboard Instruments

2.14.1 This division of the Collection includes instruments other than those in the main families.

2.14.2 All items have been acquired since 1964.

2.14.3 Geographical region: Western European.

2.14.4 Number of objects: 6.

2.14.5 Location: one on display, five in store.

2.14.6 Methods of acquisition: One item gifted by the Galpin Society in 1980 subject to conditions. Some items purchased with conditions attached. Two items on loan.

2.14.7 The items are of individual interest and contribute to the University's comprehensive display.

2.14.8 Acquisition priorities: any specimens in categories 2.0.1 and 2.0.2 above should be accepted; of particular interest are synthesisers and electronic console organs from before the mid-1980s, for example by Moog, Hammond, Prophet, Kurzweil, and Lowrey.

3. Themes and priorities for rationalisation and disposal

This section is covered by the overarching Collections Development Policy. Responsible, curatorial-motivated disposal takes place as part of a museum's longterm collections policy, in order to increase public benefit derived from museum collections.

THE UNIVERSITY OF EDINBURGH UNIVERSITY COLLECTIONS

Appendix B: Collections Development Policy Statements

Art Collection

1. Statement of Purpose of the Art Collection

The purpose of the Art Collection at the University is to collect, interpret and make accessible works of art for teaching, research and exhibition, whilst also increasing the enjoyment and enrichment of campus for the University community and general public.

2. An overview of current collections

The purpose of the Art Collection at the University of Edinburgh is to collect, interpret and make accessible works of art for teaching, research and exhibition, whilst also increasing the enjoyment and enrichment of the University environment for the University community and general public. The University holds around 3,000 works of art in its collections. The Art Collection is notable for its emphasis on Dutch and Flemish art of the 17th and 18th centuries, Scottish portraits, and modern Scottish art. A significant addition to the collection is around 2,000 works from Edinburgh College of Art (ECA), which merged with The University of Edinburgh in 2012. This strand of the Art Collection contains a unique insight to art education in the 20th Century and comprises of works by some of the most respected names in Scottish art, such as John Bellany, Anne Redpath & S.J. Peplow, as well as the addition of the highly regarded ECA Cast Collection.

Both abstract and figurative traditions are well represented. The Art Collection Development Policy is based upon these strengths, and has as one of its main aims the further enhancement of its 20th century Scottish collections, and the establishment of a Contemporary Art Collection. There is also scope for developing the contemporary element of the Portrait and Bust Collection particularly in light of the addition of the highly regarded ECA Cast Collection.

The University Art Collection consists of the following groups of works:

1.1.1 Modern Scottish Art

Originally works assembled to furnish offices, the University's Modern Scottish Art collection holds a significant number of important works by renowned artists. This section includes the Talbot Rice Memorial Collection, the Scottish Arts Council Bequest, transfers from the University Staff Club, Chancellor's Building Picture Collection (95 works) and the larger part of the Hope Scott Bequest. Artists represented include Joan Eardley, Anne Redpath,

James Cowie, Elizabeth Blackadder, Leslie Hunter, F.C.B. Cadell, S.J.

Peploe, David Foggie, William MacTaggart, David McClure, John McLean, Talbert McLean, Ann Oram, Willie Rodger, David Michie, John Houston, Alastair Mack, Paul Furneaux and Barbara Rae.

Artists John Bellany, Jake Harvey, Elizabeth Blackadder and Alan Davie have made important gifts of their own work. The Scottish Arts Council Bequest consists of 8 works including paintings by Penelope Beaton, Ivor Davies, Talbert McLean, Kenneth Dingwall, John Mooney and William Wilson.

1.1.2 Hope Scott Bequest

The larger part of the Hope Scott Bequest (see also The Hope Scott Collection, Appendix 2, 1.4.1) consists mainly of a large group of works by William Johnstone, the innovative Scottish abstract painter whose work has been so influential to the current generation of artists in Scotland. Twenty oil paintings including 'Red Spring' 1958/9 and other works up to 1970 are included in the collection along with a large group of drawings and prints. The Hope Scott Bequest also includes other works representative of 20th century Scottish painting and includes oils by Eardley, Peploe, and Donaldson as well as works on paper by Gillies, Cadell and Davie.

1.1.3 Talbot Rice Memorial Collection

Friends and former pupils of David Talbot Rice, CBE, 1903–1972, Watson Gordon Professor of Fine Arts in the University of Edinburgh 1934–1972, commemorated him by giving to the University works of art either from the own collections, or, in the case of practising artists, examples of their own work. This idea was conceived by the late Dr Harold Fletcher, who remembered that when he bought picture by John Houston, Professor Rice said he wished he could have bought it for the University. Dr Fletcher gave this picture, and many friends and former pupils have followed suit. Altogether, some 20 oils and watercolours have so far been donated by friends, colleagues and former students and these are displayed throughout the University.

1.1.4 Contemporary and Modern Art Collection

Formed in 2013, the Contemporary Art Collection of the University addresses two issues identified with the collection. Firstly, the lack of contemporary works entirely and modern works from outside the geographical area of Scotland. Secondly, the collection addresses the issue of where works collected from the Edinburgh College of Art Degree Shows will sit. ECA as an institution changed post-merger with the University, i.e. History of Art and Music became part of the new ECA. Therefore, it was decided in order to retain the provenance of the pre-merger ECA Collection, this collection was to be closed to new acquisitions. Therefore, Degree Show acquisitions would sit in the newly formed Contemporary and Modern Art Collection. The process of

collecting from the ECA Degree Show was revived in 2013 through the ECA Collections Purchase Prize, which is awarded annually to students of outstanding quality. In return for the prize (currently £500), a work or works by the artist are retained. This prize is applicable across all of the 5 schools of ECA.

The remit of this collection is to acquire works by artists who have studied or worked at ECA and are not otherwise represented in the ECA Collection. This includes recent graduates and also alumni. Moreover, the collection seeks to acquire works by artists who have exhibited at the Talbot Rice Gallery both by purchase or donation. This collection is not limited geographically focuses on work created in the 20th and 21st centuries.

Currently, the collection contains work by Callum Innes, David Batchelor and Andrew Mackenzie as well as work by recent ECA graduates.

1.1.5 Chancellor's Building Picture Collection

The Chancellor's Building Picture Collection was formed in 2003 by the Art Committee of the Faculty of Medicine to decorate the public and private rooms of the Chancellor's Building, which is the University's new Medical School, a modern academic space for teaching and research opened in 2002. The CBPC display is further enhanced by the loan of The Morton Tapestry, commissioned by the Morton Trust, of the Alan Davie work '*To a Celtic Spirit I*' (2001) and by the loan of a series of Eduardo Paolozzi prints from the National Galleries Scotland.

1.1.6 Informatics Forum Collection

In 2008, a collection of Paolozzi prints, works and sculptures was acquired for the new Informatics Forum, Potterrow.

1.2 Edinburgh College of Art Collection

The Edinburgh College of Art Collection comprises of a diversity of subjects and genres. The largest of the collections is the Drawing & Painting Collection which contains approximately 2,000 items, primarily retained student work. The Collection was amalgamated into the University of Edinburgh Art Collection when ECA and The University of Edinburgh merged in 2012.

The Edinburgh College of Art Collection contains:

1.2.1 Drawing and Painting Collection

The ECA Drawing and Painting Collection is primarily composed of retained student work. Although the objective of establishing such a

collection was an affirmed institutional objective at the point of establishment in 1908, the range of challenges encountered in the early years of the College was such that the mention of beginning to retain student works in earnest, including prize-winning paintings and the output of recipients of travel scholarships, does not occur in the Edinburgh College of Art Prospectus until the 1914–1915 session. Although work was retained from this date onwards, the majority of the items remaining in the Collection were produced in the second half of the 20th century. The collection contains a number of significant formative works by artists such as Bellany, Blackadder, Houston, Redpath and Michie. The collection also contains works by ECA staff, such as Davie and Gillies.

1.2.2 Printmaking Collection

The Printmaking Collection emerged through the retention of work by former students. The majority of prints were retained when ECA ran a BA (Hons) Printmaking degree, amalgamated into Painting in 2005. The work of current and former members of ECA staff is also represented, as well as work in exchange print portfolios, in collaboration with international print workshops and museums. The Printmaking Collection contains over 350 items

1.2.2 The Cast Collection

The Edinburgh Cast Collection comprises 265 plaster casts of Antique, Renaissance, and Gothic statues, bas reliefs, and architectural passages held at the ECA and the University of Edinburgh. The plaster casts at ECA are displayed in an A-listed building, including a beautiful neo-Classical sculpture court specifically designed to house the casts of the Parthenon frieze - works donated directly by Lord Elgin especially for the education of artists in Scotland.

The collection of plaster casts of the former Trustees' Academy in Edinburgh – the first public school of art in Britain, founded in 1760 – was acquired in the late 18th and early 19th century for the training of fine artists in Scotland. The collection was eventually transferred to ECA in 1911 on condition that it remained open to the public (as it still is today). A smaller group of pieces that were sold off in 1838 are now part of the teaching collection of the Classics Department of the University of Edinburgh. The first printed catalogue dates from 1837 (reissued four times up to 1904).

1.2.3 Animation Collection

The Animation Collection comprises animations produced by students, dating from 1970s – present, representing a complete record of all students' work produced in this period.

1.2.4 Film and TV Collection

The Film and TV Department holds Tape masters of all degree show compilations (i.e. every BA4 and Post Grad students final films) from 1991. Each year, Film and TV collects:

- Approximately 12 experimental films produced by 3rd Year students
- Approximately 10 4th Year graduation films
- Approximately 12 MFA films
- Approximately 10 films developed as part of separate, externally funded projects

1.2.5 Jewellery and Silversmithing Collection

The teaching of Silversmithing at ECA has a rich history which dates back to 1911. Today the philosophy of the Jewellery and Silversmithing Department is structured around a considered balancing of innovation with tradition, contrasting novel approaches to traditional craft techniques. While student work is not generally retained, a selection of the preliminary work-on-paper documenting the processes of design and production are. The Jewellery Collections contains around 50 items.

1.2.6 Glass Collection

Stained glass, alongside embroidery and plaster work, has the longest history of subjects taught in the School of Design, dating back to 1908, when Douglas Strachan, a celebrated glass artist, shared the role of Head of School of Design with William Small Black. The Glass Department today continues this tradition through an emphasis on innovative approaches to the conception and practice of glass-making, facilitated in a fully equipped hot glass studio, a sandblasting room, a cutting and polishing shop, a plaster mould room, an architectural glass studio and a drawing studio. Emphasis remains on the theory and practice of art, rather than the assembling of a collection of retained student work.

1.2.7 Textile Collection

The profile of textiles at ECA became well established during the relatively brief tenure of Wyndham Gooden as College Director which began in October 1944. In 1966 John Kingsley Cook, whose 12 year tenure as Head of the School of Design and Crafts started in 1960, pushed for the establishment of a Tapestry Department. Weaving had been offered in the School from 1908, but there was now increased appetite for its application beyond textiles.

The establishment of the Scottish College of Textiles in the early 1960s prompted a shift within the College away from weaving as a purely textiles orientated discipline towards its establishment as an autonomous fine-art medium.

The collection has approximately 75 pieces from the Needlework Development Scheme, which was donated to ECA in 1962.

1.2.8 The Sculpture Collection

The 19 pieces of the Sculpture Collection are displayed in administrative offices in the Main Building and have been accumulated over a long period of time by diverse means and personnel. The origins and provenance of much of the collection is currently unclear.

1.2.9 Artist Books Collection (ECA Library)

The Collection consists of over 500 books produced by a diverse range of UK and international artists. It is very much a live and expanding collection, added to each year and incorporating a stimulating variety of formats. Artists' books can be searched for as a discrete collection on the Advanced Search option on the library catalogue at <http://catalogue.lib.ed.ac.uk>.

ECA has been collecting artists' books since the late 1990s and the earliest books in the Collection date back to the 1960s (e.g. Ed Ruscha's *Twenty Six Gasoline Stations*). A number of items that are now considered to be artists' books were treated as regular library books prior to the commencement of the formal development of the Collection. In order to overcome the problem of inaccessibility, library staff catalogued the entire collection and made them available to search on the library catalogue. Additionally, regular displays of selected artists' books are mounted in the library and small group sessions on the collection are facilitated for students who are encouraged to handle the books.

1.2.10 The College Collection

Unlike the other ECA Collections, the College Collection is not a teaching Collection, serving instead as a decorative rather than an educational resource. Although the College Collection is historically a distinctly demarcated Collection within ECA paintings and silverware which formally fall within this delineation have been reviewed as part of the Drawing & Painting and Jewellery & Silversmithing Collections respectively. Furniture and other ornamental objects belonging to the College Collection were not assessed during the Review period, but were evaluated by Sotheby's for insurance purposes in 1991.

1.3 International Works pre-1900

1.3.1 The Torrie Collection (75 works)

Sir James Erskine, 3rd baronet of Torrie was born in 1772 at Torrie House in Fife. He was a successful professional soldier as well as

a collector and an amateur artist. He served with Wellington in the Napoleonic Wars and was personal secretary to King George III between 1802 and 1804. He bequeathed his collection (works that were in his London house at the time of his death) to the University in 1824 and it eventually came to the University on the death of his brother, John Drummond Erskine in 1836. The collection consists of Dutch and Flemish landscape painting, Italian works and Renaissance bronzes. Outstanding works include Ruisdael's, *The Banks of a River*, currently on loan to the National Gallery of Scotland, Ten Oever's *Bathers* and *The Forest Glade* by Pynacker. *The Cavalcade* by van der Meulen is unique in British public collections. *Ships in a Calm* by Willem van der Velde and *The Squall* by Backhuysen are both good examples of the Dutch art of seascape. Other celebrated works are *Halt at a Winehouse Door* by Karel du Jardin and the painting by David Teniers the Younger, *Peasants playing Bowls*. There are notable Italian paintings by Gaspard Poussin and Salvator Rosa. Of the sculpture collection, the two outstanding works are the Ecorchard acute Horse attributed to Giambologna and the group of Cain and Abel by Adriaen de Vries.

1.3.2 Works out with the Torrie Bequest include Dominique de Serres' *William IV landing in Rio de Janeiro* and Giovanni Paolo Pannini's *Roman Ruins*.

1.4 International Works post-1901 (not including Modern Scottish Collection)

1.4.1 The Hope Scott Collection (99 works)

Hope Montague Douglas Scott was a member of the Younger family of Scottish brewers and the wife of the grandson of the 5th Duke of Buccleuch. Following her death in 1989, her collection of paintings was bequeathed to the University of Edinburgh. This group in this category consists of 5 small works by artists of international repute: Picasso, Bonnard, Ernst, Van Dongen and Utrillo. Works in this category out with the Hope Scott Bequest are by Chagall, Magritte and Jean Cocteau.

1.4.2 Portrait and Bust Collection

This division of the Collection includes 400 portraits collected over the 400 years of the University's history. Most of the portraits in the collection represent historical figures connected with the University, augmented by recent commissions such as the busts of the Chancellor, HRH the Duke of Edinburgh and of the former Principal Lord Sutherland both commissioned from Vincent Butler, 2004, and the portrait of Gladys Davies by George Donald, 2006.

The Collection is second only in scope and quality in Scotland to the Scottish National Portrait Gallery. Artists represented include David Scougal, Watson Gordon, Alberto Morocco and Stanley Cursiter. Sculptors include Brodie, Steell and Chantry. The Raeburn Room is dedicated to the seven works by Sir Henry Raeburn. Of particular note is the portrait of Robert Trotter of The Bush and Castlelaw by David Martin, and the portrait of John Knox said to be the first representation of his image.

3. Themes and priorities for future collecting

The collecting area will be defined not in terms of geographical boundary, but by association with the University and its related institutions including its past and present staff and students.

The University does not, at present, have a regular collecting budget which would allow the continued systematic enlargement of these collections. Works are nevertheless acquired either through commission, purchase, gift or bequest, and project-funding will be sought in the case of particular acquisitions. There is a modest annual budget for the purchase of student works from the yearly ECA Degree Shows.

The policy is to acquire works that relate to the strongest parts of the existing collections, in particular to the Portrait Collection and the Modern Scottish Collection. The University also seeks to acquire works that represent the artistic output of the University of Edinburgh, particularly from ECA – both from within the current student body, by purchases from the annual Degree shows, and retrospectively from notable alumni. These acquisitions are decided upon by the Art Collection Curator and the ECA Collections Group, who meet periodically to discuss potential purchases and gifts. Works are also collected from artists who have exhibited at the Talbot Rice Gallery.

Works may also be acquired through project-funding for the enhancement of University buildings or new building projects, such as the collection assembled for the Chancellor's Building on purely aesthetic grounds.

The University Court accepts the general principle that it is its responsibility to ensure to the best of its ability that all of the collections in its care are adequately housed, conserved and documented.

4. Themes and priorities for rationalisation and disposal

This section is covered by the overarching Collections Development Policy.

The principle priority for the rationalisation and disposal of works from the collections are non-accessioned items that form part of the Edinburgh College of Art Collection backlog. From 2012, this collection has been merged with The University of

Edinburgh's Art Collection, bringing ECA works under the umbrella of an accredited museum service for the first time. Works from the ECA Collections are, as a result, being actively rationalised by the Art Collection Curator and senior figures at Edinburgh College of Art. The ECA Collections Group, meets regularly to decide upon whether works should be accessioned into the collections, or disposed of. This work will be completed in 2014.

THE UNIVERSITY OF EDINBURGH UNIVERSITY COLLECTIONS

Appendix C: Collections Development Policy Statement

Geology Collection

1 Statement of Purpose of the Cockburn Geological Museum

It is the purpose of the Cockburn Geological Museum to collect, curate and interpret all kinds of Earth Science materials used for teaching, research and promotional purposes in the School of Geosciences, and to make such materials available to the university, the public and the wider scientific community.

2 An overview of current collections

The Cockburn Museum, housed in the Grant Institute, King's Buildings holds an extensive collection of geological specimens and historical objects which reflect Edinburgh's prominent position within the geological sciences since the time of James Hutton (18th Century). The Museum holds a number of collections, of historical and research interest, many of which were donated to the museum in the late 19th and early 20th Centuries. These reflect the whole spectrum of Earth Science materials - minerals, rocks, fossils - as well as maps, photographs and archives of activity by famous Earth scientists.

The total holding of the museum exceeds 130,000 specimens and other materials. The breadth of the collection means that it is of considerable use in current research, both within the University and across the wider scientific community. The use of the collections in both undergraduate and postgraduate teaching at the University is also being continually expanded.

1.1 Minerals Collection

The mineral collection contains approximately 30,000 specimens from across the world. They have been collected over the past 150 years by academics and geologists associated with the University. Included within it are the minerals from three named historical collections; the James Currie, James Davidson of Summerville and Thomas Brown of Waterhaughs and Lanfine Collections. These three Scottish collections provide a unique insight into the rationale behind, and practice of, collection over the most fertile period of the Cockburn Museum's development. The mineral collection includes rare specimens that are found only in Scotland and are no longer available for collection at their type localities, resulting in their being valued for both reference and research. Other specimens were bought from mineral dealers across Europe and many still have the original labels dating back to the 19th century. These samples are of historical interest as well as scientific value, as they give insight into the early trade of minerals as collectables. The collection also includes multiple examples and varieties of common minerals, as well as more unusual and rare ones.

1.2 Petrology Collection

The petrology collection contains approximately 20,000 specimens from all over the world. It has been formed from the research collections of staff and postgraduate students past and present. Many specimens are from Scotland and the UK, but there are several small collections from globally important or geographically isolated localities such as Îles de Los, Réunion Island and the Comoros Islands. The rock collection includes the F. H. Stewart Collection (1916-2001), which contains many specimens of Scottish origin, as well as an extensive range of samples from UK evaporite deposits.

1.3 Fossil Collection

The fossil collection holds approximately 10,000 animal and plant fossils including fish, reptiles, trilobites, brachiopods, ammonites, corals, nautiloids, gastropods, bivalves, stromatolites, sponges, foraminifera, ferns, bark, tree sections and other plant material. There are also a range of modern specimens that may be used for comparison with fossil specimens. The fossil collection consists of current research material and collections donated by retired members of staff and research students. The fossil collection includes the Jehu-Campbell Collection of Highland Border Fossils, consisting of ~150 fossils from cherty beds in Aberfoyle. Many of the fossils in the Jehu-Campbell Collection were used as figures to illustrate the classic article 'The Highland Border Rocks of the Aberfoyle District' published by the Royal Society of Edinburgh in 1918. The fossil collection also includes the John Smith of Dalry Fossil Collection, which consists of 61 fossils from Ayrshire (mainly Carboniferous and Old Red Sandstone), collected between 1866 and 1920 and the J Anderson Collection of Caithness fish fossils.

1.4 Lyell Collection

The Lyell Collection was donated to the University by the family of the celebrated 18th C geologist Charles Lyell, and is largely composed of specimens related to Lyell's work on the Antiquity of Man and fossil formation. The Lyell Collection comprises ~60 stone tools, including Acheulean hand axes, a collection of "modern trace fossils" preserved in dried mud from the USA and a selection of shells from across the world, including some believed to have been collected by Charles Darwin on the island of St Helena. Most of the material was collected by Lyell personally, or given to him on his many geological/archaeological excursions. Some of the specimens are especially significant because they were used to illustrate his books and were collected at a time when important geological theories were being developed.

1.5 Collection of early experimental equipment.

The collection of early experimental equipment includes objects that date from the 19th Century, including the equipment used to carry out early crystallization experiments by Sir James Hall of Dunglass (1761–1832) and a Mineralogical Kit purchased in Clausthal, Germany in 1882, by Henry M. Cadell of Grange (1860-1934).

1.6 Map Collections

The modern map collection contains approximately 5,000 maps. These are mostly geological maps, but also include topographical maps of various scales, and some specialist geophysical maps. The maps cover countries world-wide, but the main emphasis is on the UK, Europe and USA. This collection contains a number of teaching multiples, which are used in a number of undergraduate courses delivered by the School of Geosciences. There is also a historical map collection containing over 100 geological maps of Scotland, England, Wales and Ireland produced in the late 19th century, and early 20th century. The maps are hand coloured, and are drawn to various scales.

1.7 Teaching Collection

The teaching collection is made up of several thematic groups including:

- The hand specimen collection (~10,000 specimens) including multiple samples of a large range of rock types and common minerals. This collection is rationalised depending on demands of the teaching programme and collection regularly takes place to replenish samples that have degraded through use.
- The thin section collection (~7,000 specimens) is being continually revised and added to depending on course material and the condition of slides. Thin sections are frequently broken or damaged due to their fragile nature and thus replacement of old material is common.
- The economic collections (~3,000 specimens) are made up of ore minerals from mines from across the world, with many samples being irreplaceable due to total extraction of minerals and/or mine closure.
- The sedimentary collections (~3,000 specimens) are primarily made up of carbonate rocks. It includes many specimens containing modern corals which are now protected and therefore cannot be replaced. There are also several fine examples of Lothian coast coal seams including fossil fauna. Chemical sediments such as cherts and evaporites are also well represented.
- The exam collections (~10,000 specimens) are used only during the exam period and are grouped in suites of specimens that relate to particular geological maps.
- The transparency collection (~4,000 specimens) includes projection slides illustrating a range of Earth Science and Planetary Science themes, from landscapes to photographs of moon rock thin sections, taken with crossed polars.
- Other material includes a collection of old teaching glass negatives/positives (~100 specimens) depicting geology field trips during the early 20th century. These images are of historical interest as they allow modern geologists to view outcrops that may have changed because of industrial development or erosion.

2.8 PhD Collection

The PhD Collections are made up of analysed material from completed PhD research projects undertaken at the University. This material is organised by name of collector and is largely non-accessioned. Much of it is still research

active and may be made available for destructive analysis with the permission of the research group who originally collected the material.

3. Themes and priorities for future collecting

Future collecting is governed by the following criteria: storing and cataloguing material bequeathed to the Museum by retired and deceased scientists; development of the fossil collection through integrating the research collections of current academic staff; development of the collection of upper mantle nodules; obtaining maps appropriate to the needs of students carrying out honours projects, which are then integrated into the overall collection and collection of material that can be utilised in current teaching programs.

4. Themes and priorities for rationalisation and disposal

This section is covered by the overarching Collections Development Policy.

The principle priorities for the rationalisation and disposal of works from the collections are non-accessioned items that are of poor quality as teaching or demonstration material, have no associated metadata and are not part of the historical collections. Academics have been encouraged to take an active role in the assessment and valuation, both historical and educational, of specimens for which no locality data or labels that may elucidate a collector can be found.

PhD collections with no documentation will be earmarked for disposal. Where possible the collector of the samples, if known, will be contacted to check that there is no information/sample lists/field note books that would allow the most informed assessment of the research value of the samples prior to either disposal or restorage and accessioning.

In the case of research material which can be traced to projects involving sample collection in conjunction with overseas geological surveys or other external organisations, a programme of enquiry and repatriation is being under taken. This approach has allowed us to reunite over 100 thin sections with geographical data and field observations within the last year.

For specimens that are in good condition but for which there are multiple examples a programme of redistribution to other educational institutions is in place, including gifting of specimens to UK secondary schools which teach Higher or A-Level Geology.

THE UNIVERSITY OF EDINBURGH UNIVERSITY COLLECTIONS

Appendix D: Collections Development Policy Statement

Natural History Collections

1. Statement of Purpose of the Natural History Collection

The purpose of the Natural History Collection (NHC) of the University of Edinburgh is to preserve the zoological specimens that were collected by the Department of Zoology during the twentieth century and housed in the Ashworth Laboratories, King's Buildings, and other University collections of natural history specimens that may be transferred to the NHC because the specimens will further the aims of the NHC and are no longer required by the department that previously collected or housed them. The specimens, irrespective of source, will be conserved as an invaluable and, now, irreplaceable resource for teaching students of the University and outside institutions about animals, and for scientific research in a variety of disciplines, e.g. ecology, epidemiology, genetics, molecular biology and taxonomy. Permanent displays of the specimens will be maintained to give the public, as well as members of the University, ready access to the Natural History Collections and the historical role of the biologists associated with them.

2. An overview of current collections

The Natural History Collections comprise approximately 20,000 zoological specimens and numerous models. The current Collections were founded by J.H. Ashworth, Professor of Natural History (1927–1936) and are still housed in the Museum Suite in the Ashworth Laboratories (formerly the Department of Zoology), which were designed by Sir Robert Lorimer and opened in 1928. The Collections were assembled specifically to represent the entire animal kingdom. All the invertebrate phyla and all classes of vertebrates are therefore represented. Many specimens are used for current classes. Many of the specimens are still housed and displayed in the large mahogany cases with which the Museum Suite was originally furnished. Other invertebrate and vertebrate specimens, plus many of the insects transferred from the Departments of Forestry, are stored in the room in the Museum Suite traditionally used by the curators of the collections for storage and conservation purposes. The mammalian skeletal material is housed in cupboards adjacent to the Museum Suite.

The specimens assembled for Parasitology form a substantial part of the overall collections. Since 1928, the specimens have been used to illustrate biological courses, including Medical and Veterinary Parasitology and Entomology, and they remain an integral part of the teaching of biological sciences within the University. The Parasitology Collections (protozoa, helminths, arthropods including ticks) are housed separately within the Ashworth Laboratories. These specimens are also used for teaching; some of the larger specimens, models and photographic material are on permanent display. We believe that the

number and range of these specimens must make this one of the largest parasitology teaching collections of its kind in the UK.

The University of Edinburgh's Natural History Collections' national importance is that they remain one of the very few natural history collections belonging to a University which is still being actively maintained, added to and documented. The records of the specimens are now held on an Access relational database created in 2007 from information stored on past paper catalogues. Archival material documenting the Collections is also held by the University; most has been transferred to the University Archives.

The displays of invertebrate and vertebrate specimens have been completely renovated and the Museum Suite refurbished and redecorated during the last 20 years. The Museum Gallery, in which the vertebrate specimens are displayed, was named in honour of Aubrey Manning, Professor of Natural History (1953–1997). The invertebrate specimens are displayed in their original cases around the large laboratory now used for teaching biological sciences. The role played by members of the University of Edinburgh in collecting the material and as biologists is illustrated within the displays. The displays of invertebrate and vertebrate specimens comprise a total of 82 'cases'. A collection of butterflies and a large number of British and foreign coleopteran pests of timber amassed by the Department of Forestry are displayed in two entomological cabinets in the Aubrey Manning Gallery. A phylogenetic display of insects, created in 1999 from the entomological collections that once belonged to the former Departments of Agriculture and Forestry, is mounted on the wall of the corridor leading to the Museum Suite. Panels introducing the Collections and describing their history and the building of the Ashworth Laboratories are in the Ground Floor corridor.

The specimens in the Natural History Collections were assembled by the Department of Zoology to illustrate all facets of the diversity of the animal kingdom. The Collections therefore comprise a wide range of specimens representative of all phyla of invertebrate and vertebrate animals, both free-living and parasitic, and derived from all geographical regions. During the last century, the Collections also incorporated a number of collections of particular types of zoological specimens that had been assembled by members of the Department of Zoology for scientific research. These sub-collections continue to be of immense scientific interest, as well as of use for educational purposes. Certain of the individual specimens collected for teaching have also proved to be of scientific worth, when studied in the context of other individual specimens belonging to other collections outside the University. More recently, entomological specimens belonging to the former Departments of Agriculture and Forestry were transferred to the Ashworth Laboratories and incorporated into the Natural History Collections.

3. Themes and priorities for future collecting

The first criterion of the Natural History Collections current collecting policy is to acquire zoological specimens that will help to maintain and extend the teaching

capacities of courses organised by the Biological Teaching Organisation as part of the educational activities of the School of Biological Sciences, within the College of Science and Engineering. These courses include components of biological degrees awarded by the University and courses organised by The Biology Teaching Organisation for schools and other educational institutions. The specimens will not only be used for existing courses but will also serve as an invaluable resource for developing new courses. This first criterion includes acquiring examples of new species to fill taxonomic gaps in the existing collections and increasing the number of duplicates of individual specimens to facilitate teaching large classes of students.

The second criterion of the collecting policy is to acquire specimens to complement and extend the scientific value of the collections.

The third criterion will be to acquire specimens that will augment the educational value of exhibits to members of the University and the general public.

All three criteria will include examples of species that will help to fill taxonomic gaps in the Collections.

The type of specimens to be acquired will reflect the broad range of types of existing specimens. The Collections contains free-living and parasitic species from terrestrial, fresh water and marine habitats from all over the world. With the exception of the fossils, all specimens derive from animals that lived during the 19th and 20th centuries. The fossils derived from animals that lived many millions of years ago. The specimens to be collected therefore will include free-living and parasitic species from similar habitats, geographical regions and similar time periods to the specimens already in the Collections as well as animals living during the 21st century.

4. Themes and priorities for rationalisation and disposal

This section is covered by the overarching Collections Development Policy.

Rationalisation of the Natural History Collections is associated with two themes. One is the passing on of non-accessioned materials to other University Collections where those Collections form a more natural home for the materials. These materials, largely paper-based, but including photographic materials, will be surveyed by the Curators, and in consultation with the CCUC decisions made on where they might best be preserved and studied. A second theme is the ongoing review of objects and specimens accessioned to the collections but without significant metadata (i.e. lacking species of origin, collection location, date, or collector) or significantly damaged or degraded (where duplicates exist in the collection). These specimens will be surveyed by the Curators and decisions made on disposal only in rare cases where the scientific or teaching merit of the specimen is entirely lacking.

THE UNIVERSITY OF EDINBURGH UNIVERSITY COLLECTIONS

Appendix E: Collections Development Policy Statement

Anatomical Collection

1. Statement of Purpose of the Anatomical Museum

The Anatomical Museum interprets the history of anatomy and the study of medicine at the University of Edinburgh; the collection is made available to the public, students and academics for visits, research and teaching.

2. An overview of current collections

The Anatomical Collection at the University of Edinburgh dates back to 1798 when Professor Alexander Monro Secundus (1733-1817) donated his private collection and that of his father (Alexander Monro Primus, 1697-1767) to the Department of Anatomy. This initial donation formed the nucleus of the Anatomy Museum collection, which was to greatly expand over the next 150 years. During the tenure of John Goodsir (appointed Professor of Anatomy in 1846) the museum collections greatly increased, particularly to illustrate comparative anatomy. Under the tenure of Sir William Turner, Professor of Anatomy (1867-1903) and Principal of the University from 1903-1917, the museum continued to flourish. In 1884, a purpose built museum at the heart of the new medical school at Teviot Place was opened to display the University's anatomy collection. In the 1950s this three story museum was reduced to a single upper level, the site of the present museum.

In 2015 the Anatomy Museum will be relocated as part of the Monro Project to move the Anatomy Department of the Medical School to a new home in a refurbished and extended Pfizer building, adjacent to the Royal College of Surgeons of Edinburgh (RCSEd), in Hill Square and Roxburgh Place. As part of this relocation, the Anatomy Museum will be displayed in new gallery spaces in the second floor of RCSEd's Surgeons Hall Museums. The collection will interpret the history of anatomy at the University of Edinburgh and will showcase contemporary research and development work undertaken by the university.

Today the Anatomical Collection consist of approximately 6,500 objects and include medical models, specimens and preparations, anatomical and phrenological casts, statues, original anatomical illustrations and prints, photographs, lantern slides, microscope slides, departmental archives, books, medical instruments and various other associated items. About 45% of the collection relates to Physical Anthropology, 42% relates to pathology and anatomy, including skeletal remains, dried specimens and specimens preserved in spirit. 11% of the collection comprises zoological material, both soft tissue and skeletal. The remainder of the collection consists of miscellaneous 'artefacts', documents, statues, busts, lantern slides, ethnographic objects etc. Currently approximately 50% of the collection is in store,

35% in the Skull Room and 15% in the Anatomy Museum (also known as the Resource Centre).

1.1 Pathology / Anatomy Collection Potted

Specimens:

There are over 550 potted specimens in the pathology collection. Currently approximately a quarter are on display in the Resource Centre (the current Museum). Almost all are spirit preserved specimens, although there are a few dry bone pathologies suspended in glass jars. These specimens date from the late 18th century and illustrate pathologies, normal anatomy, surgical procedures and foetal development.

Skeletal Remains:

There are approximately 1,000 skeletal remains in the pathology/anatomy collection, these range from dry bone of all types, to skeletal remains articulated with soft tissue to illustrate anatomy, to a long series of pathological long bones, vertebrae column, many illustrating diseases no longer present in modern 'first world' populations.

Dried Preparations include 3 dried cadavers in the collection, probably dating from the late 18th century.

There are approximately 200 specimens that relate to foetal remains (preserved in spirit as 'wet specimens', articulated skeletons, disarticulated skulls and partial remains).

1.2 Microscopes slides, casts and models

The microscope slides include a collection on carnivore development, blood and urine slides. Casts are of deformed limbs, cleft palates, tumours, and resin casts of lungs. Models (dating from the 19th century including Ziegler of Freiburg and Tramond of Paris) show general anatomy, foetal development, pathologies and skin diseases.

1.3 Comparative Anatomy / Zoology Collection

During the 1950s and subsequent decades most of the marine mammal specimens (and others) have been transferred to National Museums Scotland. There remain over 500 zoology specimens in the collection, the majority being skeletal material, with approximately 10% relating to potted specimens (e.g. foetal heart of whale, trachea of emu, and kidney of polar bear). Other items are zoological casts or models (including casts of cranial activity, lungs, limbs, teeth).

1.4 Anthropology Collection

This collection consists of casts and models predominately of skeletal material of modern humans (casts of entire skulls, interior of cranial cavity, brains, and eye sockets). Also included in this collection are casts of fossil hominids, primates and various types of fossils for the study of human evolution (also

includes casts of artefacts like hand axes and flint blades). The Anthropology collection also has an extensive collection of human remains from around the world (approximately 20% of the human remains were originally housed in the museum of the Edinburgh Phrenology Society). These remains are 90% represented by skulls or parts of skulls, 6% by full or partial skeletons and 5% by hair samples.

1.5 Edinburgh Phrenological Collection

The collection relates to specimens that illustrate and teach the principles of phrenology, including casts of the human skull, face (life and death masks), head and brain as well as animal skulls. The collection was acquired by the Henderson Trust in 1855 and was obtained by the Anatomy Museum in 1886.

1.6 Other Miscellaneous collections include:

Several items of furniture (sign in stand, umbrella stand, various signage, chairs etc.) were made for the Anatomy Museum and are included as part of the collections. Some of these items will be integrated into the new Monro Project displays.

There are approximately 60 historical surgical instruments in the collection; this includes microscopes, microtomes, measuring instruments and callipers.

The collection has numerous framed anatomical illustrations, photographs of subjects and pathologies, lantern slides as well as several statues and busts, including those of medical men and those associated with the museum and wider university.

3. Themes and Priorities for Future Collecting

The university does not have a regular collecting budget which would allow the continued systematic enlargement of the anatomy collections. However, the collecting of items relating to 21st-century anatomy teaching, research projects and anatomical imaging will be prioritised. The contemporary aspect to anatomy teaching is one of the key themes of the new Monro Project galleries and as such the museum will be looking to work with researchers, academics, sponsors and others to display new techniques and technologies within these galleries.

4. Themes and Priorities for Rationalisation and Disposal

This section is covered by the overarching Collections Development Policy.

As part of the Monro Project, the Anatomical Collections are currently undergoing a thorough inventory and assessment (2014/2015). The aim of this process is to identify objects for display in the new galleries, assess the

condition of the objects and prioritise objects that require conservation and other specialist treatment. Part of this process will also identify objects that due to their condition, may be disposed of. This inventory process and the development of the new displays will also allow for a dedicated teaching collection to be identified for use by students, lecturers etc.

Since 1990 the collections relating to physical anthropology have been subject to the University's repatriation policy. The storage, display and disposal of the collections will be subject to the legal constraints of The Human Tissue (Scotland) Act 2006.

THE UNIVERSITY OF EDINBURGH UNIVERSITY COLLECTIONS

Appendix F: Collections Development Policy Statement

Rare Books and Manuscripts

1. An overview of current collections

The Rare Book and Manuscripts Collection includes some 400,000 items. These include 275 Western medieval manuscripts and 700 Oriental manuscripts. Our earliest printed book is a commentary on the Chinese Yi Ching, printed in 1440. Our earliest Western printed book, produced using moveable metal type, is St. Augustine's *De civitate Dei*, printed in about 1468. We have about 300 incunabula (books printed before 1501), many with important provenances and annotations. Early Scottish books are well represented, including the world's finest surviving copy of the Aberdeen Breviary, the first substantial book produced in Scotland in 1509/1510. The collection is particularly strong in holdings of works relating to the European Reformation, such as the unique copy of Michael Servetus' *Christianismi restitutio* (1553) formerly owned and annotated by John Calvin, who had Servetus burned. We also have the only copy in Scotland of the first book printed in Gaelic, John Knox's liturgy of 1567.

Edinburgh University Library came into being in 1580 when Clement Litill bequeathed his collection to the new college. Major donations followed including the library of the poet William Drummond in 1626. Early individual donations include a unique copy of one of the first books printed in America, John Eliot's *Indian Primer* (1669). The Copyright Act of 1710 gave the library the right to claim a copy of every book published in Britain and Ireland, a right which was maintained until 1837, and which enabled us to build up the bulk of the early modern British collections. There are over 15,000 pre-1801 British or English language books listed on the English Short Title Catalogue (ESTC) as being in Edinburgh University Library. During the 19th and 20th centuries, we acquired some major collections such as the library of J.O. Halliwell-Phillipps with its Shakespeare quartos. More modern special collections books include poetry pamphlets (the Ramage collection) and translations of the novels of Alexander McCall Smith. We acquire up to 20,000 new items every year.

We have books on almost every topic and in a range of languages, but we have a number of named special collections which give particular depth to certain areas. Modern literature and poetry is particularly well represented, with the libraries of Lewis Grassie Gibbon, Hugh MacDiarmid and Norman MacCaig, plus the W.H. Auden collection and the Corson Collection of works by and about Sir Walter Scott. The Scottish enlightenment can be studied through the libraries of Adam Smith and Dugald Stewart. Medical, veterinary and scientific books are found in the collections from the Royal College of Surgeons of Edinburgh and the Royal Medical Society of Edinburgh. There are extensive collections of printed music

including the library of Donald Francis Tovey. The history of Edinburgh University is another key area, and we have archive copies of Edinburgh University Press books.

All books printed before 1900 in the Main Library are formally the responsibility of Special Collections and processes are being developed to transfer them from general stock if this has not already been done.

The main named special collections are described here:

1.1. Abercromby, Lord John

John Abercromby, 5th and last Lord Abercromby of Aboukir and Tullibody (1841-1924), left this collection to the Library. Abercromby entered the army in 1858, retiring in 1870 with the rank of Lieutenant in the Rifle Brigade. He served as Vice-President of the Folklore Society and President of the Society of Antiquaries of Scotland. He succeeded his brother to the title in 1917. His publications included *A trip through the Eastern Caucasus* (1889); *Pre- and Proto-historic Finns*, (2 vols, 1898); and *A study of the Bronze Age Pottery of Great Britain and Ireland* (2 vols, 1912). Dying without male heirs, he endowed the Abercromby Chair of Archaeology at the University of Edinburgh and bequeathed us some 2,500 volumes and 400 pamphlets on archaeology, ethnology and linguistics, and a substantial body of correspondence and papers. The collection reflects his interests. It is rich in material relating to Asia, particularly the Caucasus, plus folklore and early pottery, particularly in Britain and Finland. Most of the books are 19th century, with some 18th century material.

The books are all listed in the pre-1985 typescript catalogue and there are rudimentary online records for some of them. The shelfmark is "L.A.B."

The manuscript collection includes material that relates to Abercromby's publications as well as to his personal life. There are a large number of letters and postcards spanning the years 1881 to 1916. The collection also includes notebooks; drawings of archaeological artefacts; bundles of studies for *The Pre- and Proto-Historic Finns*; material on the tabulation of Finnish folk tales; printed items, notes, photographs of the Canary Islands; material including photographs, press cuttings, notes on *A study of the Bronze age pottery of Great Britain and Ireland*. There are inventories of household effects at several addresses, and a box containing material relating to the Hon. Ralph Abercromby (John Abercromby's brother). In addition to a number of photograph albums of views, features and acquaintances, there are five plan chest drawers of unsorted material, mainly illustrative. A handlist is available.

1.2. Appleton, Edward

Sir Edward Victor Appleton (1892-1965) was Principal of the University of Edinburgh from 1949 until his death. He received the Nobel Prize for Physics for his research which led to the development of radar.

The printed Appleton Collection includes some 500 books and printed papers, particularly on physics. Scientific texts on electromagnetics and radio feature strongly. Many are copies of articles or publications presented to Professor Appleton. There are also general family books, including a significant number of religious works and some school books. The collection is not catalogued online but a listing is available from staff.

The manuscripts, MS.2300, are substantial, and deal almost exclusively with Appleton's scientific work. There are a good run of diaries and engagement books and extensive folders of notes, research ideas, manuscript calculations and data from all periods of Appleton's career, as well as much additional data contributed by assistants or from observatories. The correspondence includes an extended exchange of letters with B. van der Pol, 1921-1924, on oscillations and non-linearity, and long and frequent exchanges with long-term friends and collaborators such as W.J.G. Beynon, R. Naismith and W.R. Piggott. Appleton's collection of reprints, preprints and limited circulation reports also includes some important items.

1.3. Auden, Wystan Hugh

Modern poetry is one of the strengths of the Library's collections. The Auden Collection is particularly important and there is no comparable collection in Scotland. It is a scholarly collection of the writings of possibly the greatest 20th century poet in English.

The collection does not come from Auden (1907-1973) himself, although there are a number of signed copies. Many of the books were purchased in 1982 from Barry Bloomfield, the bibliographer of Auden. The collection formed the basis of *W.H. Auden; a Bibliography*, 1924-1969, by B.C. Bloomfield and E. Mendelson (Charlottesville, 1972), and contains copies of the majority of items listed in that work. Annotated copies of the bibliography are found at ACOL.514-515. Both Bloomfield and Mendelson have donated books to the collection over the years, and we make occasional purchases in this area.

In the collection are many first editions in their original dust-jackets, privately-printed pamphlets and ephemera, and a comprehensive assembly of later editions and critical works. There are also portraits and large framed items including some explicit material.

In total there are some 800 volumes, all with shelfmarks starting "ACOL". Only those items acquired after 1983 are listed on the online catalogue (shelfmarks ACOL.702 onwards).

The manuscript collections include autograph letters and typescript poems corrected in Auden's hand (MS.3080); there is also Auden material in the A. H. Campbell Collection. A detailed listing is available in the Centre for Research Collections, Handlist H45. There is a further collection of material to do with the compilation of Bloomfield and Mendelson's bibliography at Gen.2239.

1.4. Bindings

Fine, important and interesting book bindings are found throughout Special Collections. There are early Scottish bindings, including a contemporary binding on the copy of John Bellenden's *Hystory and croniklis of Scotland*, printed on vellum about 1540 (Df.2.11). The collection is particularly strong in holdings of the late 16th century "shield binder", believed to have worked in Edinburgh. The slightly later work of Andro Hart of Edinburgh is also represented. During the 18th century, Scotland developed an outstanding tradition of decorative bookbinding, particularly on Bibles and prayer books, which were often given as wedding or christening presents. We have examples of distinctive Scottish "wheel" and "herringbone" bindings, plus bindings identified as the work of master binder James Scott. There are also examples of school prize bindings, "Mauchline"-style tourist souvenir bindings and theses bound in "Dutch" gilt decorated papers. Later examples of attractive publishers' cloth bindings and designer dust-jackets can also be found.

We have a good number of armorial bindings, many now described in the online British Armorial Bindings database, produced by John Morris and Philip Oldfield <http://armorial.library.utoronto.ca/>. These include books from the library of Henry Sinclair, Bishop of Ross (1508-1565).

There are also many fine foreign bindings showing a wide range of styles, materials and colours.

Many of our early bindings are described in W. S. Mitchell, *A history of Scottish book binding* (1955); another useful source is John Durkan and Anthony Ross, *Early Scottish libraries* (1961). Manual files and rubbings are available in the Centre for Research Collections.

Books which are acquired for their binding features are now kept together at shelfmark "Bdg."

1.5. Blackie, John Stuart

John Stuart Blackie (1809-1895) was Professor of Greek at the University of Edinburgh from 1852 to 1882. He translated various works from German and Greek into English, and was also interested in the reform of Scottish universities. Blackie was a keen promoter of Scottish identity and raised funds for the establishment of a Chair in Celtic. He was a charismatic and popular national figure and his death led to a day of national mourning.

This bequest consists of about 250 books, mainly in Greek. Most are 19th century but there are some earlier items, including a French textbook printed in 1709. It is a strong resource for the history of education, particularly in the classical languages.

The books are all listed in the pre-1985 typescript catalogue and there are rudimentary online records for many of them. The shelfmark is "Bl.Coll."

The manuscript collection includes 23 letters and a number of poems, at various locations.

1.6. Blöndal, Sigfus

Icelandic studies are well represented in Edinburgh, particularly in this collection of some 3,000 books, pamphlets and journals. It was purchased by the Library from the Icelandic scholar Sigfus Blöndal in 1950.

In the same year the Icelandic Government presented about 250 items on Icelandic topics. They are shelved beside the Blöndal Collection (shelfmark LL.108). The combined collection is strong on Iceland's literature and the sagas, its history, topography and natural history, both printed in Iceland and elsewhere. The material is mainly 19th century with some 18th century material.

The books are all listed in the pre-1985 typescript catalogue and there are online records for many of them. All have shelfmarks in the range LL.100.5.3 - LL.108.7.65. The Centre for Research Collections maintains listings of other Nordic material in the library, including the correspondence of Grímur Thorkelin in the David Laing collection. We continue to make occasional purchases in this area.

1.7. Brown, Gerard Baldwin

Gerard Baldwin Brown (1849-1932) was Professor of Fine Art in the University of Edinburgh, 1880-1930. Brown was educated at Uppingham and at Oriel College, Oxford. He strongly supported the development of fine art as a new academic discipline, and also promoted the cause of university education for women. His publications include *From scholar to cathedral, a study of early Christian architecture* (1886), *The fine arts* (1891), *William Hogarth* (1905), *The Glasgow School of painters* (1908), *The arts and crafts of our Teutonic forefathers* (1910), and *The art of the cave dweller* (1928).

The collection consists largely of notes and notebooks relating to Professor Brown's courses, and a great deal of correspondence. There are assorted notes, photographs and sketches of Anglo-Saxon antiquities; notes for lectures and lecture courses; field notebooks and manuscripts for publication. The collection also includes correspondence from archaeologists and also from clergymen replying to a letter about Anglo-Saxon churches. In addition, there are three box-files at E2007.23 containing card-mounted photographs of archaeological and historical sites and landmarks across the British Isles. These show churches, stone crosses, decorated stone-work, and metal jewellery. In one of the boxes there is also a photographic copy of a portrait of Brown.

He also bequeathed some 1,000 printed volumes to the Library, all 19th and 20th century books on fine art and archaeology. The items are scattered across the Special Collections and the Main Library general stock. The books are all listed in the pre-1985 typescript catalogue and there are online records for many of them. The

Centre of Research Collections retains author listings so the collection can be virtually reconstructed.

1.8 Bruce, William Speirs

This major collection about the oceans and Polar exploration was bequeathed by Dr. William Speirs Bruce, explorer and oceanographer (1867-1921). Bruce studied at the Granton Marine Station and at the University of Edinburgh, and took part in numerous expeditions looking at the meteorology, botany and zoology of the Polar Regions. In 1902, Bruce organised and led the Scottish National Antarctic Expedition to the Weddell Sea, returning home in 1904. This expedition took some of the earliest cine film of Antarctica.

The collection contains some 1,000 volumes, 2,000-3,000 pamphlets and offprints, and 30 albums of pictures and news cuttings, all on oceanography or Arctic and Antarctic exploration. The volumes include famous early 19th century travel accounts, annotated research publications and scientific reports.

The books are all listed in the pre-1985 typescript catalogue and there are online records for about 350 of them. The pamphlets and other printed material are not catalogued. The shelfmark is "Bruce Coll."

The manuscript part of the collection includes notebooks, annotated typescripts, postcards, photographs, maps, diaries, correspondence and lists of specimens. Topics include the 'Balaena', fish and fisheries, Franz Josef Land, the JacksonHarmsworth Expedition, meteorology, oceanography, Repulse Bay, the Seychelles, soundings, South Georgia, Spitzbergen, and whaling. These items are at Gen. 1646-1669. Detailed information is available in the Centre for Research Collections; see Handlist H72.

Related materials include a volume of newspaper cuttings relating to the Scottish National Antarctic Expedition at Gen.556, and a set of album material from the Scottish National Antarctic Expedition at Gen. 1670-1696. The collection complements the Challenger Expedition records and the Christian Salvesen archive in its depiction of travel and life across the polar oceans.

1.8. Buchanan, Thomas Ryburn

Thomas Buchanan (1846-1911) was born in Lanarkshire but educated in Oxford where he took charge of the great Codrington Library at All Souls College. He entered politics as a Liberal, was first elected to Parliament as M.P. for Edinburgh in 1881. He ended his career as Parliamentary Under-Secretary for India.

His widow gave 116 volumes to the Library in 1941. The collection is a bibliophile's, and all the items exemplify fine printing, fine binding and/or distinguished provenance. These are some elegant editions of the classics in superb condition.

There are basic online listings for many of the books. The Centre for Research Collections maintains a detailed author and shelf catalogue with further details of provenance, bindings and imprints.

Shelfmarks: JA 2170-2246; JY 704-725; Inc.197.5

1.9. Cameron, Alexander

The collection was formed by Dr Alexander Cameron (1827-1888) Celtic scholar and minister of the Free Church at Brodick in Arran. It was given to the Library in 1889 by ship owner and colonialist Sir William Mackinnon of Balinakill (1823-1893), who had purchased the library on Cameron's death.

It contains about 3,500 volumes, mainly on Celtic studies and Scottish theology. There are many 19th century, some 18th century and a few 17th century works. Among them are some extremely rare works in Gaelic.

The books are all listed in the pre-1985 typescript catalogue and there are online records for most of them. The collection is mainly kept together at shelfmarks beginning "C.R."

1.10. Campbell, Archibald Hunter

One of our strongest collections in literature of the 1920s and 1930s is the library of Archibald Campbell (1902-1989). Educated at Edinburgh and Oxford, Campbell was a leading scholar of the law, with an interlude as a code-breaker at Bletchley Park. He was Regius Professor of Public Law in the University of Edinburgh, 1945-1972.

The library was presented in 1984, and reflects Campbell's literary connections formed at Oxford. He was a contemporary and friend of Stephen Spender, Christopher Isherwood and W.H. Auden and his library contains much English literature and secondary material of the 1930s with large holdings of Auden, Spender, Pound, Forster and Norman Douglas. There is also a smaller group of early legal and classical texts and miscellaneous other literary material. Professor Campbell subsequently bequeathed to the Library his copy of Auden's *Poems*, 1928, a famous rarity.

The book collection is mainly catalogued online. Shelfmarks: SC 5076-5339, JA 3936-51 SD 4421-4459, SD 4652-4677.

The manuscript collection (E89.60, E2008.04) includes nine metres of material, some unsorted, including correspondence and three photograph albums. Highlights are letters from Auden, Spender, and Humphrey Carpenter. The manuscripts are not catalogued.

1.11. Campbell, Colin

Colin Campbell of Achnaba (1644-1726), minister of Ardchattan in Lorne, was a noted mathematician and corresponded with Isaac Newton. He was educated at St. Salvator's College, St. Andrews, graduating on 27 July 1661. In 1666 or 1667 he was admitted as minister of the Parish Church of Ardchattan and Muckairn in Lorne. On 12 January 1676 he was suspended from the ministry on a charge of pre-nuptial intercourse but was restored 25 June 1676. In addition to carrying out his professional duties, Campbell had a deep interest in mathematics and astronomy. Indeed, Newton wrote to James Gregory, Professor of Mathematics at Edinburgh, that Campbell 'would make children of us all'.

The manuscript collection relates to Campbell and his family and has continued to receive additions over the years (MSS 3096-3102). It contains Gaelic verse, mainly songs; sermon notes and scripture expositions, the earliest being 1703; correspondence dating back to 1664; miscellaneous manuscripts including medical papers; notebooks, accounts and letters of Patrick Campbell of Achnaba; letters from mathematicians to Colin Campbell and mathematical papers; a body of accounts, the earliest being 1553; other notebooks and bound volumes. See Handlist H38 for details.

The 65 printed books are mainly theological works, but also include some science, such as a copy of Sacro Bosco's *Sphaera* printed at Antwerp in 1573. The books are catalogued online, with shelfmarks JA 4033-4079 and JY 1213-1225. There is a separate author catalogue on slips available in the Centre for Research Collections.

1.12. Cleghorn, Hugh

In 1895 about 300 items on forestry, land use and botany, in particular relating to India, were presented from the library of Dr Hugh F.C. Cleghorn of Stravithie (1820-1895). The collection consists mainly of 19th century publications.

The books are all listed in the pre-1985 typescript catalogue and there are online records for some of them. The books have shelfmarks in the ranges Att. 64-67 and Xf.1-2.

1.13. Corson, James

We have one of the leading collections of books by and about Sir Walter Scott, which was formed by Dr. James C. Corson (1905-1988). Corson was a Scott bibliographer and former Deputy Librarian of Edinburgh University Library.

Corson was dedicated to the pursuit of Scotland's first great historical novelist from an early age. He had begun collecting printed editions of Scott in the second-hand bookshops of Edinburgh while he was still at school. Eventually his collection expanded to fill the old church at Lilliesleaf, near Melrose, in the old Manse of which he lived and died. His zeal was recognised by his appointment as Honorary Librarian of Abbotsford in the 1950s.

The collection was purchased by the Library in 1975 and transferred here in 1989 on Corson's death; his widow Ada Corson bequeathed funds to ensure its upkeep and development.

There are now some 7,000 printed items comprising editions of Scott in English and translation, biographical and critical material, an estimated 10,000 illustrations and news cuttings, 60 framed pictures, some original manuscript material and an assortment of miscellaneous Scott memorabilia. The Corson Collection is the basis of the Walter Scott Digital Archive which the Library maintains.

Dr. Corson's own typescript catalogue and index slips can be consulted in the Centre for Research Collections. The printed books are catalogued online with shelfmarks starting "Corson".

1.14. Crew, Francis Albert Eley

Francis Albert Eley Crew (1886-1973), a qualified medic and poultry geneticist, was the first director of what became known as the Institute of Animal Genetics from 1920 as well as occupying the Buchanan Chair of Animal Genetics at the University of Edinburgh from 1930. Crew held both these posts until the Second World War, after which he transferred to the Chair of Public Health and Social Medicine. In his role as Director of the Institute, Crew attracted a wide variety of researchers and funding, helping to make it one of the foremost centres of genetics research in the world. In his own research, he contributed greatly to the fields of intersexuality and sex transformations in mammals and birds, particularly the domestic fowl. Crew was also the organising secretary and Chairman of the 7th International Congress of Genetics in Edinburgh in 1939, which was interrupted by the outbreak of war.

The collection consists of 39 bound volumes and 1 box of unbound papers, and includes offprints authored by Crew himself as well as by others, covering the dates 1914-1940. Many of the offprints are autographed by well-known geneticists such as William Bateson, Arthur Darbishire and H.J. Muller, and cover a range of subjects from animal and poultry breeding, social history and eugenics.

A catalogue of these papers is available online at:

<http://www.archives.lib.ed.ac.uk/towardsdolly/>

1.15. Cumming, A. S.

This collection of some 200 items on Italian studies, particularly Dante, was bequeathed to the Library by Dr. A.S. Cumming in 1939. Most of the books are 19th or 20th century, but the collection does include a copy of Dante's *La divina commedia* printed at Venice in 1491 (Inc.113*)

The books are all listed in the pre-1985 typescript catalogue and there are online records for some of them. All books have shelfmarks starting "Cum. Coll."

1.16. Heiskell Darwin Collection

In 2012 the University received a donation of first editions of the works of Charles Darwin from the Heiskell Bibliographical Foundation. This includes some great rarities in excellent condition, including two fine copies of the first edition of the *Origin of Species* (1859). The library already possessed a number of important early editions, so we now have a collection of more than 100 volumes of lifetime editions of Darwin's works. All the books have shelfmarks starting "Darwin".

1.17. Drummond, William

One of the most important gifts ever presented to the Library, the collection was given by a former student, William Drummond of Hawthornden (1585-1649), the laird, poet and man of letters. Over 600 books were donated, mostly in 1626 but some in later batches up to 1636. A number of items with the Drummond provenance have been acquired since.

Drummond was friend of poets Michael Drayton and of Sir William Alexander, Earl of Stirling, an acquaintance of Ben Jonson and a supporter of King Charles I. He graduated from the Tounis College (now the University of Edinburgh) in 1605 before proceeding to further study at Bourges and Paris in 1607 and 1608. He published various works of verse as well as some political pamphlets.

Drummond began collecting books soon after he graduated, and amassed a superb private library. It has provided the University Library with some of its greatest treasures, especially in the fields of literature, history, geography, philosophy and theology, science, medicine and law. They include two Shakespeare quartos, and works by Jonson, Spenser, Drayton and Sir Philip Sidney. There is also a complete copy of John Derrick's "Image of Irelande" (1581), and two early pamphlets encouraging the colonisation of Nova Scotia.

There are now about 700 volumes (including a few manuscripts) in Latin, Italian, French and Spanish, as well as English. A printed catalogue was issued in 1627 after Drummond's first large donation: *Auctarium Bibliothecae Edinburgenae, sive catalogus librorum quos Guilielmus Drummondus ab Hawthornden Bibliothecae D.D.Q. anno. 1627*. It was reprinted in 1815. The most thorough investigation of Drummond and his books will be found in Robert Macdonald's *The Library of Drummond of Hawthornden* (Edinburgh, 1971), which lists and discusses all Drummond's known books, some 1,400 titles, not just those given to Edinburgh University. See also John Scally, *'A labyrinth of delight': The World of William Drummond of Hawthornden 1585-1649* (Edinburgh, 2005).

The books are all listed in the pre-1985 typescript catalogue and there are online records for most of them. All have shelfmarks starting "De."

1.18. Duncan, Andrew (the elder)

Dr. Andrew Duncan (1744-1828), also known as Andrew Duncan the Elder, was a Professor of the University of Edinburgh and a leading figure in the Edinburgh medical world. He founded a public dispensary, an institution for giving free medicines and medical advice to the poor. This afterwards became the Royal Public Dispensary. Moved by the tragic death of the poet Robert Fergusson (1750-1774), Duncan was instrumental in the foundation of the Edinburgh Lunatic Asylum, which was built in 1807.

This is a collection of over 1,900 medical theses, mostly presented to Duncan by grateful students. It has recently been reconstructed and is fully catalogued online. All the theses have shelfmarks starting "Duncan." This is just a small part of the University's vast collection of medical theses which continues to grow today.

The manuscript collection includes numerous lecture notes and correspondence, at various locations.

1.19. East Asian Studies

The only collection in Scotland of its kind, the East Asian Studies Collection is held on open access to provide easy access to resources for Chinese, Japanese and Korean.

It consists of some 45,000 titles in Chinese, 5,500 in Japanese, and a small number in Korean, on a wide range of subjects in arts, humanities and social sciences such as language, classic and modern literature, history, religion, education, law, economics, and political studies.

The East Asian Collection is divided into three sections: Reference, General and Periodicals. Within each of these three sections Chinese, Japanese and Korean materials are classified and shelved separately. There is also a collection of some 600 Chinese film DVDs for short loan.

For Chinese periodicals, please use the database China Academic Journals for accessing both the archive and current issues of several thousand titles. Individual titles are also listed in the E-journals portal.

East Asian related materials in Western languages are integrated with the Main Library general collections according to subject classification.

1.20. Edinburgh College of Art Rare Book Collection

In 2011 Edinburgh College of Art merged with the University of Edinburgh. Later that year the ECA rare books collection was transferred into the Centre for Research Collections where it is now fully catalogued. The collection includes some 1,500

items, among them some outstanding items on the history of architecture, art and design.

Many of the books came to ECA from the institutions which preceded it, the drawing academy of the Board of Trustees for Manufactures in Scotland, and the School of Applied Art: the collection thus reflects the teaching practices of art in both the nineteenth and twentieth centuries. This affected collecting policy: for example, the ECA Typography department had a number of examples of early printing and bindings; the Trustees' Academy collected very expensive illustrated works on classical architecture and design, which would have been otherwise unavailable to any ordinary student. It also affected use: for example in preferring to acquire the unbound, portfolio edition, where one was available, and possibly sometimes disbinding volumes to allow separate use of individual plates. However, overall the condition of the items - particularly the rarer volumes such as the sets of Piranesi's works - is good.

Some of the books are unrecorded or unique. Of particular importance are the handpainted shawl designs and the volumes of textile samples. The collection also includes photographs, examples of Japanese books and foreign maps. 37 items are British or English-language books printed before 1801. The earliest book in the collection is an edition of the sermons of St. Bernardine of Siena printed before 1489.

All the items are catalogued online, with shelfmarks starting RECA.

1.21. Edinburgh University Press

Edinburgh University Press was founded in the 1940s and remains one of the world's leading academic imprints. It became a wholly owned subsidiary of the University of Edinburgh in 1992. Today the main subject areas across the books and journals programme include American Studies, Classics and Ancient History, Critical Editions, Film and Media Studies, History, Islamic and Middle Eastern Studies, Language and Linguistics, Law, Literary Studies, Philosophy, Politics, Scottish Studies. *The Innes Review* is an example of a leading scholarly journal published by EUP.

The Library receives copies of EUP publications for archival preservation and the collection currently includes some 4,000 items. All are catalogued online, the books with shelfmarks beginning "EUP", the journals with "EUP Per"; there is also a subsection of Polygon books with shelfmark "Poly".

1.22. Faculty of Actuaries

The Scottish Faculty of Actuaries built up an extensive and important library of works relating to economics, mathematics and finance. Although the strength of the collection is in 19th century publications, it includes some significant early works such as an edition of John Napier's *Logarithmes* printed in 1616. There are many pamphlets and a few manuscripts.

There are 1,476 books. The collection is on deposit in Special Collections, and is largely catalogued online with basic records. All books have shelfmarks starting "FAct."

1.23. Fairbairn, William Ronald Dodds

Fairbairn (1889-1964) was born and educated in Edinburgh and became a pioneering psychiatrist and psychoanalyst. He served in the army during World War I and in 1915 he visited Craiglockhart, where W. H. R. Rivers was pioneering psychotherapeutic work with shell-shock victims. By the end of the war he had decided to become a psychotherapist. His work has recently started to attract considerable attention, particularly his sensitive studies of child abuse.

His library of about 400 books was presented to the Psychiatry Library by Nicholas H. Fairbairn, and subsequently passed to Special Collections. The collection includes many key texts from the golden age of early 20th century psychiatry, some with annotations.

The books are not catalogued, but finding aids are available in the Centre for Research Collections. Fairbairn's manuscripts are in the National Library of Scotland (Acc.11258 & 13332).

1.24. Forbes, Daniel

This collection of about 200 items on the Philippines was bequeathed in 1917 by Dr. Daniel Macintosh Forbes. There are some outstanding examples of early printing in Manila and some fine Spanish books about the islands.

The collection is scattered across the General and Special Collections. The books are all listed in the pre-1985 typescript catalogue and there are online records for some of them. The Centre for Research Collections maintains files which allow the collection to be virtually reconstructed.

1.25. Geddes, Patrick

Archibald Geikie (1835-1924) as the second Murchison Professor of Geology and Mineralogy at the University of Edinburgh, which post he held until 1914. He was President of the Royal Society of Edinburgh when he died.

Edinburgh University Library purchased this material from his heirs shortly after his death. There are about 5,000 pamphlets in 200 volumes, mostly offprints on geology, many with manuscript notes and insertions.

Items whose authors' surnames lie between A and Foo are listed in the pre-1985 typescript catalogue and there are online records for some of these. The Centre for Research Collections maintains manual files listing the whole collection. All have shelfmarks starting "He."

The manuscripts of James Geikie and his family are at Gen 876-879 and MS 25942597. The papers include correspondence, lecture notes, photographs, reprints and maps. There is a detailed online manuscripts catalogue.

1.26. Gibb, Forbes

Edinburgh is in some ways the birthplace of the genre of crime writing. This is a collection of books, pamphlets and journals about the reception of Arthur Conan Doyle's Sherlock Holmes stories. There are also some examples of other 20th century detective fiction.

Professor Forbes Gibb, an Information Scientist at the University of Strathclyde, donated this collection in 2001. It currently contains 1,565 volumes, all fully catalogued with shelfmarks starting "Forbes Gibb".

1.27. Gibbon, Lewis Grassic

Lewis Grassic Gibbon, whose real name was James Leslie Mitchell (1901-1935), is now regarded as one of the most important Scottish writers of the early 20th century. His reputation has steadily risen and his trilogy *A Scots Quair* has been adapted for various different media. The books he collected in his lifetime, however, are very much the working collection of a man with broad interests and little money.

The collection was presented by his daughter, Mrs. Rhea Martin, in 1988, with a second part following in 1992. There are about 300 volumes, mainly of English and Scottish literature, a few with presentation or ownership inscriptions. They contain classics of English and Scottish literature, works on history and culture, and may provide evidence about the sources for his historical and social novels.

The collection was reconstituted in 2009-2010, and the vast majority of the books are catalogued online with shelfmarks starting "Gibbon." His manuscript collection is preserved in the National Library of Scotland.

1.28. Halliwell-Phillipps, James Orchard

The library's rich holdings of early English drama include the majority of editions of William Shakespeare published before 1660, mainly through the Halliwell-Phillipps Collection. Halliwell-Phillipps (1820-1889) was a prolific and controversial literary scholar, who built up vast collections on Shakespeare and English literature.

Halliwell-Phillipps established a relationship with the Library through David Laing, who had arranged for Halliwell to have access to our rare copy of *Titus Andronicus* (London, 1600).

Over a number of years starting in 1872, Halliwell-Phillipps donated some 1,000 printed volumes on Shakespeare. The University was able to secure another collection, consisting mainly of Jacobean, Restoration and early 18th-century plays,

which Halliwell-Phillipps had gifted to Penzance Library in 1866, by purchase at auction in 1964. The impetus for that purchase came from the recently-formed Friends of Edinburgh University Library.

This second collection includes 600 volumes of 17th and 18th century English drama.

The books all appear in the pre-1985 typescript catalogue and there are online records for many of them. Other files are available in the Centre for Research Collections which would allow the collection to be virtually reconstructed. Many have shelfmarks starting in the range "Hb. – Hd.", although the more important items have been transferred into the "JA" sequence.

The overall collection includes 16th-century works by Italian, French and Spanish authors. Its strength lies in English books, especially English drama of the 17th and 18th centuries. There are over plays including works by Ben Jonson, Beaumont and Fletcher, George Chapman, Thomas Middleton, John Webster, John Dryden, Philip Massinger, and William Wycherley. Several are playhouse copies with contemporary stage directions added in manuscript.

Halliwell-Phillipps also bequeathed a further 100 volumes of notebooks and diaries, as well as 300 volumes of literary correspondence. The latter contain about 15,000 letters of authors. For the manuscripts, see Handlist H12 and the manual indexes to the Letters of Authors.

1.29. Hodgson, William Ballantyne

Babbage, the invention of the calculating machine, and economics
William Hodgson (1815-1880) was Professor of Political Economy at the University of Edinburgh and a leading educational reformer. Educated at the University of Edinburgh, in 1871 he was appointed as the first Professor of Commercial and Political Economy and Mercantile Law at the University of Edinburgh. His classes were popular, even though his subject was not part of any degree curriculum. His collection of some 1,000 books on the history of political economy, trade and finance were gifted to the Library by his widow in 1880. They include 32 items from the library of Adam Smith, and others from the library of Charles Babbage, the mathematician and inventor of the calculating machine which presaged the computer. Hodgson annotated many of his books.

These books all appear in the pre-1985 typescript catalogue and many have online catalogue records. Originally all items had shelfmarks beginning "Zo." and "Zp.", although some items have now been moved to other sequences. Many are to be found at shelfmarks SD 2440 onwards. The Centre for Research Collections maintains manual files of the collection.

There are also two volumes of manuscripts, at Gen. 826 and Gen. 2074, on political economy and phrenology.

1.30. Incunabula

Incunabula, from the Latin for “swaddling clothes”, are books from the infancy of printing – anything printed using moveable type before 1501. These books are among the most precious items in any library and Edinburgh University is privileged to have a significant collection of nearly 300 such books.

These early books have been extracted from other sequences and other collections, including the libraries of Dugald Stewart and Clement Litill. Many have numerous provenances. There are some particularly beautiful books with hand-colouring and early bindings. A copy of the *Decretals* of Gratian, printed in 1472, was reputedly the favourite printed book of its owner, William Morris (Inc.4.4). Most of the books are continental imprints, including a copy of the first book printed at Venice in 1469. There are, however, two papal indulgences printed by Wynkyn de Worde in 1497 and 1498, and an imperfect copy of Caxton’s *Polychronicon*.

The books are listed in Frank Nicholson’s “List of fifteenth century books in the University Library, Edinburgh.” (Edinburgh, 1913). Annotated copies of Nicholson’s catalogue in the Centre for Research Collections record additions and corrections. An online listing is in progress. All the books have shelfmarks starting “Inc.”

The oldest printed book in the Library is in fact a Chinese book printed in woodblock in 1440 - *Zhou yi zhuan yi da quan [Complete commentaries on the Yi Jing]*, Df.7.106.

1.31. Johnson-Marshall, Percy

Percy Edwin Alan Johnson-Marshall (1915-1993) was one of the most energetic of a generation of town-planners who began their careers in the 1930s and, after the Second World War, dedicated their lives to the creation of a new world of social equity through the radical transformation of the human environment.

Born in India, he was brought by his parents to England in the 1920s. He studied Architecture at the University of Liverpool. After gaining his Diploma in 1936, Johnson-Marshall entered public service as assistant architect, initially with Middlesex County Council. He was Senior Assistant Architect at Coventry when the city was devastated by bombing in 1940. After military service he became Senior Planner at the London County Council. He then moved to the University of Edinburgh as Lecturer in Planning at the newly-created Department of Architecture. In 1964, he became Professor of his own Department of Urban Design and Regional Planning. He retired from this post in 1985, becoming the director of the Patrick Geddes Centre for Planning Studies until 1988.

The Percy Johnson-Marshall Collection consists of papers, plans, books, journals and photographs collected or created by him throughout the course of his career. These reflect both his employment situation, his involvement in professional organisations and educational bodies, his involvement in World Development issues

and his general interest in architecture and planning. In total there are some 178 metres of material, making this one of our largest single collections.

An online catalogue, supplemented by manual lists, is available. All references start with "PJM".

There are many printed items in this vast collection relating to town planning, of which about 9,000 books have been listed on a stand-alone database available from staff.

1.32. Keith, Arthur Berriedale

The library of Arthur Berriedale Keith (1879-1944), Regius Professor of Sanskrit and Comparative Philology here from 1914-1944, was given by his sister to the Library on his death. The third son of an Edinburgh news agent, Keith was educated at the Royal High School and the University of Edinburgh before going on to study at Balliol College, Oxford. He was called to the English bar and served in the Colonial Office for fourteen years before being appointed to the Regius Chair of Sanskrit in 1914. He made great contributions to Vedic and classical Sanskrit scholarship. He was also called in to advise the Government during the abdication crisis in 1936.

The collection includes some 1,600 books and well over 1,500 pamphlets, mainly on Sanskrit and other Indian literature, history and politics, and the constitutional history of the British Empire.

All material appears in the Library's pre-1985 main catalogue and there are basic online records for many items. There is also a shelf list available from staff.

The manuscript collection includes papers and correspondence including Colonial Office correspondence between 1901 and 1914; correspondence about constitutional matters from 1908 to 1939; correspondence with political figures such as R. Stafford Cripps and Herbert Samuel; material relating to the Government of India Bill, 1931-35, and to the Peace Treaty, 1919; material on Malta between 1924 and 1940; material on the Beaverbrook Case; material including correspondence with Muriel Blundell and Sylvia Pankhurst on British policy towards Italy after the invasion of Ethiopia; correspondence on the subject of Keith's revision of *The law and custom of the Constitution*. There is also material relating to Keith's career and to general family matters. The papers are listed in the "Guide to Arthur Berriedale Keith Papers and Correspondence, 1896-1941" by Ridgway F. Shinn Jr. (1981).

1.33. Kennedy-Fraser, Marjory

Marjory Kennedy-Fraser (1857-1930) was a collector and arranger of Gaelic songs. Herself a singer, she took a keen interest in the songs of the Hebrides, where she recorded them and noted them down from the declining island populations. She later arranged them for voice and piano (sometimes for harp or clàrsach for her daughter Patuffa) and published them with the words translated by the Rev. Kenneth MacLeod. Her best-known work, *The Songs of the Hebrides* appeared in three volumes between 1909 and 1921 with a fourth volume, *From the Hebrides*, a few

years later. In 1928 the University awarded her the honorary degree of Doctor of Music, and in 1930 she presented to the University Library her archive of song, including 280 original wax cylinders of recordings which have been re-recorded on tape for the Sound Archives of the School of Scottish Studies.

The papers at Gen. 273-286 include a manuscript volume of Gaelic songs, manuscripts and proofs of *The songs of the Hebrides*, papers relating to *The seal woman*, proofs of *Life of song*, and newspaper cuttings. The papers at Gen. 519-520 includes letters from various members of the Kennedy family in Italy to the family at home, letters to Marjory Kennedy-Fraser, lectures and miscellaneous papers.

The book collection includes about 100 modern books on Scottish topics, especially Highland music and dance, history and literature. They were presented in the 1950s by Mrs Patuffa Kennedy-Fraser Hood and Mr David Kennedy-Fraser. All are listed in the Library's pre-1985 main catalogue, and some now appear also in the online catalogue. That they come from the Kennedy-Fraser Collection is usually noted on the modern book-plate.

1.34. Koestler, Arthur

Koestler (1905-1983) was a prolific author on politics, science and philosophy who continues to attract controversy and interest from numerous different angles. Born in Budapest, Hungary, Koestler was educated at the University of Vienna, and spent the next five years as a foreign correspondent, travelling and reporting the current situations in the Middle East, Paris and Berlin before joining the Graf Zeppelin Arctic Expedition in 1931. He then travelled in Russia and what was then Soviet Central Asia before being sent to Spain as the correspondent of the News Chronicle to cover the Civil War in 1936-37; as a result of this he was imprisoned by General Franco. After his release he saw war service in the French Foreign Legion and the British Pioneer Corps, and after the war became a full-time writer, fame having come with the publication of *Darkness at Noon* in 1940. He won the Sonning Prize and was awarded an Hon DLitt by Queen's University, Kingston, Ontario in 1968, was made a CBE in 1972 and a CLit in 1974, and was elected a Fellow of the Royal Society.

He set up a trust fund to establish, after his death, a Chair of Parapsychology at a British University. Edinburgh won this honour, and with it Koestler's own archive of most of his surviving manuscripts, correspondence and annotated books from his library.

The book collection includes over 1,000 items. Apart from copies of his own works, with translations into numerous languages, it contains other works on a wide range of topics, often books presented by their authors. One especial rarity is a copy of Koestler's first book, *Von weissen Nachten und roten Tagen* (Kharkov, printed in about 1934), JA 4087. The original collection has been augmented by gifts from the London Library, bequests from Koestler's literary executor Harold Harris and purchases from the sculptor Daphne Hardy Henrion.

All the books appear in the Library's on-line catalogue. Shelf lists (SC 3875-4988; SCF 151; JA 3904-8; SD 4026-34) and provenance files are available via staff.

The archive, in over 170 boxes of material, includes Koestler's manuscripts and papers from 1940 to March 1983. There is correspondence with or about members of Koestler's family; personal material including diaries, address books and medical files; literary manuscripts including interviews, broadcasts and speeches; correspondence with specific people; personal and fan correspondence; material on specific subjects such as extra-sensory perception and euthanasia; business and financial papers; literary manuscripts by other authors; cuttings, offprints, and pamphlets; non-print material such as photographs, tapes and medals, and records; and, files gifted by publishers Hutchinson comprising of papers and correspondence on particular books. Most of Koestler's earlier papers were lost when France fell in 1940 when he left for England. Later papers bequeathed in 1993 include personal files which are restricted until 2045.

The Koestler Archive in Edinburgh University Library: a checklist, by Susan Smyth, was published by the Library in 1987 and remains the main finding aid until an online listing is complete.

1.35. Laing, David

David Laing (1793-1878) was the son of an Edinburgh bookseller, who became the leading Scottish expert on early books and manuscripts. In many ways he could be described as a "consulting bibliographer"- a man who tried to help anyone with a question about books. He travelled across Europe to buy precious volumes, but also rescued countless important papers from offices and family homes. When he died, his library of printed books was sold at and is scattered throughout the world. His collections of art works and objects are now held in the National Galleries of Scotland and the National Museums of Scotland. However, his manuscript collection was gifted to Edinburgh University Library.

Laing was a friend of the University over many years. His first publication was a reprint of the catalogue of the library of William Drummond of Hawthornden, given to the University in 1626, and it may be that Drummond's example inspired Laing to make his later, even more generous gift. Before 1878 Edinburgh University Library had only a handful of manuscripts – since then, building on the Laing bequest, it has become an internationally important centre for Special Collections.

The Laing Collection is one of the great Victorian collections but differs from most of the "gentleman's collections" of the era with its focus on particular themes. It includes beautiful items of iconic importance, such as Michael Van Meer's wonderfully illustrated "Album Amicorum", but also many boxes of densely packed closely-written manuscript, the raw primary source material on which historians rely.

Some of the known highlights include:

- 103 Western medieval manuscript books, very finely illuminated or textually important, and a substantial number of fragments, some of the highest historical significance
- early Islamic manuscripts, including fragments from a 9th-century Koran
- letters by Kings and Queens of Scotland and England
- poems in the hand of Robert Burns
- over 3,000 charters, many with original wax seals
- manuscripts on the arts and performance, including dance and theatre
- early manuscripts in Gaelic and Middle Scots
- early manuscript music books
- manuscripts on science, alchemy and medicine
- finely painted manuscripts on European heraldry and travel
- early writing by women, such as the 17th century poet Elizabeth Melville
- Laing's personal papers, journals and 9,000 letters, including correspondence with great writers such as William and Dorothy Wordsworth
- crucial Scottish governmental and legal documents

Access to the collection is currently through a variety of handlists and printed finding aids, but work is in progress to develop a project that will create a modern online catalogue.

David Laing's outstanding library was sold by Sotheby, Wilkinson & Hodge in almost 12,000 lots over thirty-one days in 1879 and 1880, and realised £16,137. However, many of the annotated books were treated as manuscripts and so were included in the bequest of material to the Library in 1878. An example is the fine copy of the 1566 Acts of the Scottish Parliament with the magnificent woodcut royal arms (La.III.655). Most of the printed material is in Laing division III; a few items are catalogued online but most can only be found by examining the printed handlists.

1.36. Litill, Clement

The 276 volumes bequeathed by Clement Litill (or Little) in 1580 were the first books in the University Library. The books cover both Catholic and Protestant theology and humanist scholarship. There are outstanding individual items such as the unique copy of the Sarum breviary printed at Rouen in 1496 (Dd.1.24) and the first book printed at St. Andrews (the *Catechisme* of Archbishop John Hamilton, 1552, Dd.2.33). Many of the books have fascinating provenances, having been owned by Scottish bishops such as Henry Sinclair or William Scheves, and have early manuscript annotations.

A manuscript catalogue of the books was drawn up in the 1580s and is printed in the *Miscellany of the Maitland Club*, vol. 1 (Edinburgh, 1834), pp 285-301. A catalogue with full bibliographical details is in Charles P. Finlayson, *Clement Litill and his Library; the Origins of Edinburgh University Library* (Edinburgh Bibliographical Society and the Friends of Edinburgh University Library, 1980). 243 of the original volumes are still in the library. All appear in the Library's pre-1985 main catalogue and many are now catalogued online. The collection was reconstructed in the early 19th century by David Laing and all the books now have shelfmarks beginning Dd.

1.37. MacCaig, Norman

Norman MacCaig (1910-1996) was one of Scotland's best-loved and most influential poets. Marked by a striking gift for metaphor, his poetry moves between his native Edinburgh and his 'spiritual home' of Assynt in the North-West of Scotland.

He was educated at the city's Royal High School and studied at Edinburgh University, graduating with an honours degree (MA) in Classics in 1932. Throughout much of his life, MacCaig held various teaching positions, mostly in Edinburgh. He was the first Writer in Residence at the University of Edinburgh. He exploited the natural world for many of the images in his work, and his poetry contains wit, humour, and keen observation. His works included *Far cry* (1943), *The inward eye* (1946), *Riding lights* (1955), *The Sinai sort* (1957), *A common grace* (1960), *A round of applause* (1962), *Measures* (1965), *A man in my position* (1969), *Tree of strings* (1977), *A world of difference* (1983), *Collected poems* (1985). MacCaig was awarded the OBE in 1979.

The bulk of the collection was purchased in 2005 but further individual items continue to be purchased. There are chronologically arranged manuscripts or typescripts for over 1,000 poems written between 1947 and 1992, together with working materials for all of MacCaig's collections of verse from *Riding Lights* (1955) onwards. The papers also include proofs and typescripts, notes and news cuttings, notes on other poets, broadcast transcriptions, reviews and notes, diaries and correspondence with other leading writers. The manuscripts are not fully catalogued online but a listing is available from staff.

The printed collections include 139 books from the library of the Scottish poet. There are inscribed copies of works by his fellow poets, including Hugh MacDiarmid, Edwin Morgan, Seamus Heaney, Sydney Goodsir Smith and others. The collection includes an interesting copy of MacDiarmid's *A drunk man looks at the thistle*, which is heavily annotated by MacCaig. Also contained within the collection are presentation copies of poetical Christmas cards by Seamus Heaney as well as many presentation copies of his works. The books are all catalogued online, at shelfmarks SD 9008-9155. Other copies of first editions of his own works are to be found in the manuscript collection.

1.38. MacDiarmid, Hugh

Hugh MacDiarmid, the pseudonym of Christopher Murray Grieve (1892-1978), was the pre-eminent Scottish literary figure of the 20th century. As a poet, critic, essayist and political activist, he dominated the nation's cultural scene for over five decades. He was the founding father and prime mover of the Scottish Literary Renaissance, the movement which sought to revitalize Scottish writing by fusing the heritage of the medieval makers and an international, modernist outlook. MacDiarmid inspired other poets such as Sydney Goodsir Smith and William Soutar to take up Scots as a literary medium. In the 1950s and 1960s he was at the heart of the group, including Norman MacCaig and George Mackay Brown, which met in Edinburgh's legendary literary pub, Milne's Bar.

His poetic publications include *Sangschaw* (1925), *Penny Wheep* (1926), *A drunk man looks at the thistle* (1926), *To Circumjack Cencrastus* (1930), *Scots unbound* (1932), *Stony limits* (1934), *Second hymn to Lenin* (1935), *A kist of whistles* (1947), and *In memoriam James Joyce* (1955). Other works include *The kind of poetry I want* (1961), *The company I've kept* (1966), *Celtic nationalism* (1968), *A lap of honour* (1969), *Song of the Seraphion* (1973), and *John Knox* (1976).

MacDiarmid combined literary and political activism. He was a founding member of the Scottish National Party in 1928 but left in 1933 due to his Marxist-Leninist views. He joined the Communist Party the following year only to be expelled in 1938 for his nationalist sympathies.

The substantial manuscript collection includes typescripts and manuscripts of his poems and correspondence with many leading writers. There is an online description, but handlist H18 is still useful; further cataloguing work is in progress.

The bulk of his library was also acquired in 1979. Some further material was given to the Library by his son, Michael Grieve, in 1990. This is primarily a literary collection, but it also reflects MacDiarmid's interest in Scottish and international (especially communist) politics. It includes a large number of verse pamphlets and odd issues or short runs of periodicals. The collection comprises some 5,000 printed items.

The book collection is only partly catalogued and the books are currently split between several different sequences. Work is planned to reconstitute and recatalogue the entire collection.

1.39. Macdonald, George

About 200 items on classical archaeology were bequeathed by Sir George Macdonald (1862-1940) numismatist, classical scholar and archaeologist. He was an expert on Romano-British history and this is reflected in the collection. All items are in the Library's pre-1985 main catalogue, many have basic online catalogue records and there is a manual author catalogue of the collection available via staff.

Shelfmark = MacD Coll.

1.40. Mackay, Aeneas

This is an excellent and wide-ranging antiquarian collection bequeathed by Aeneas J.G. Mackay (1839-1911). Educated at the Edinburgh Academy, at King's College London and the Universities of Oxford, Heidelberg and Edinburgh, he held the Chair of Constitutional History at the University of Edinburgh from 1874 until 1881. He was awarded an LLD by the University in 1882 and founded the Scottish History Society in 1885. He devoted the rest of his life to the practice of law, notably as Sheriff of Fife and Kinross from 1886 until 1901, as well as farming and forestry.

The collection includes some 4,000 volumes mainly on history, literature and law but also including items on many other subjects. Scottish books feature strongly but there are also key works in French and English literature, including a copy of Spenser's 1611 *Faerie Queene*.

All books appear in the Library's pre-1985 main catalogue where they are identified as coming from the Mackay Bequest, and there are online records for many of them. Shelf-lists for the material with shelfmarks beginning Hf.-Hh. are available in the Special Collections Department, but the rest of the collection has always been scattered, including open access locations.

1.41. Mackinnon, Donald

Donald Mackinnon (1839-1914) was born in Kilchattan on Colonsay, in the Hebrides. He was educated locally and then later, from the age of eighteen, at the Church of Scotland Training College, Edinburgh, which was a popular route to studying at Edinburgh University. Between 1860 and 1863 he was engaged as a school-teacher in Lochinver, Sutherland, Highland, where he made a close study of the dialects and literature of the North Highlands. Mackinnon studied at Edinburgh University where he obtained the degree of M.A. in 1870. In 1882, he became the first Professor of Celtic at Edinburgh University, and he held the chair until 1914. His experience and acquaintance with the North Highlands served him in his capacity as member of the Crofters Royal Commission chaired by Lord Napier in 1883. Mackinnon's contribution to the Commission's Report was impressive enough to speed up subsequent legislation for the improvement of conditions for Scotland's crofters. Among his publications were the *Reading book for the use of students of the Gaelic class at Edinburgh University* (1883), and *On the dialects of Scottish Gaelic*.

The papers are substantial, in 38 boxes, and include a 15th century manuscript on medieval physiography; a 16th century summary or abstract of the Treatise of Maighstir Ricairdi compiled from Hippocrates and others; and tales and verse written in the 18th century. There are bundles of papers of different sizes with unrelated contents, notebooks containing lecture notes on Gaelic grammar and Gaelic literature, notebooks containing transcripts of Gaelic poetry, Gaelic versions of classical epics, notes on the history of Scotland, newspaper cuttings and draft copies of work.

There are also some 1,700 books and 300 pamphlets on Celtic studies and Scottish theology, mainly published in the 19th or early 20th centuries, from MacKinnon's library. The bulk of the collection was bequeathed to the Library by Dr. Roger McNeill, Medical Officer of Health for Argyllshire, in 1924. All the books appear in the Library's pre-1985 main catalogue and there are manual author and shelf lists available via staff. There are also basic online records for some of the books. The shelfmark is Mackinnon Coll.

1.44. Malkiewicz, Andrew

Andrew Malkiewicz lectured in history at the University of Edinburgh, during which time he collected a remarkable number of rare books and manuscripts. He generously presented this collection to the University in 2013. There are some 300 printed items, with particularly strong holdings of pamphlets produced during the French Revolution. The earliest item is an edition of Sallust printed in Venice in 1474. There are also over 40 manuscripts, ranging from a letter signed by Charles IX of France in 1568 to orders of Napoleon Bonaparte.

The collection is not yet catalogued online, but a shelf list is available. Shelfmark = "Malk."

1.45. Maps

A wide range of atlases, plans and early maps can be found across Special Collections. There are particularly strong collections of maps of Scotland and particularly Edinburgh, including Post Office maps and a remarkable volume of fire insurance plans which was in use from 1892-1960 (RB.FF.156). Early foreign maps include three attractively-decorated "portolan" pilot charts drawn by Franciscus Oliva in Marseille in 1650 (Dc.1.40). There are also a significant number of Blaeu maps of Scotland, all catalogued online with shelfmarks beginning "Blaeu". There are many maps in printed books – travel literature being one of the collection's strengths – and in the archives and manuscripts, particularly in the collections relating to town planning or exploration.

An annotated checklist of atlases is available in the Centre for Research Collections.

1.46. McCall Smith, Alexander

Alexander McCall Smith (b.1948) was Professor of Medical Law at the University of Edinburgh, but has become an outstandingly successful novelist through his "No. 1 Ladies Detective Agency" series. He is now one of the world's best known writers for both adults and children.

This is a collection of translations of his works, donated by the author, which continues to receive additions. Languages represented include Korean, Swedish, Arabic and Japanese. The collection shows a good selection of examples of modern

foreign fiction publishing. It also testifies to the influence of Scottish literature around the world.

At present there are 236 works in the collection. All are catalogued online with shelfmarks starting "AMS."

1.47. McPherson, Karin

This is a collection of 1,640 books published in and about the former country of East Germany. It includes many books not available elsewhere in Scotland and is a unique resource for the study of the culture, history and politics of the DDR. All the books are catalogued online with shelfmarks starting "KMP".

1.48. Moray House Library

The special collections of Moray House include some important works in the history of education.

The Gilchrist Collection

A lifetime collection by Mr Sandy Gilchrist, a retired headteacher from Lanarkshire, Scotland, of 2,500 Scottish school textbooks dating from 1700 to 1965, covering all parts of the Scottish curriculum. It includes texts used by pupils and teachers, Scottish local education authority and school schemes of work, and pamphlets and handbooks on classroom and school management directed at teachers and headteachers, published commercially or by local authorities or government bodies. This is one of the few collections available to education researchers studying Scotland's distinctive education system.

Children's Fiction collection pre-1960

A collection of children's novels, annuals, fairy tales, collections of stories and annuals, mostly from the 1850-1930 period, together with a number of reference books on the subject of children's fiction of that period. Approx. 400 books; this is in the process of being refined and may reduce in number slightly.

Ladybird Books collection

A collection of Ladybird books on every available subject, currently approx. 320 in number. (NB there are also a number of Ladybird books in the Gilchrist Collection).

Scottish Schools collection

Currently approx. 45 books on the history of individual Scottish schools.

Scottish Education Reports

Official reports on Scottish education from the years 1841-1978 including annual reports from the Scottish Education Department and its predecessors from approx. 1872 to 1978.

1.49. Murry, John Middleton

Writer and reviewer John Middleton Murry (1889-1957) studied Classics at Brasenose College, Oxford. His literary career began in 1911 with the establishment of *Rhythm*, a quarterly. Between 1919 and 1921, Murry edited the *Athenaeum*, and he founded the magazine *Adelphi* (1923), later the *New Adelphi*. His first books were *Fyodor Dostoevsky: a critical study* (1916) and a work of fiction *Still life* (1916). Murry's second work of fiction was *The things we are* (1922). Lyric poetry, poetry, verse drama, and series of lectures on style followed, and then a third novel *The voyage* (1924). In the 1920s, Murry's interests shifted from literature to religious philosophy, and in the 1930s he converted to Marxism and then moved politically towards pacifism. His writing of the period reflected these shifts in interest. Long an admirer of Keats, he wrote *Keats and Shakespeare: a study of Keats' poetic life from 1816 to 1820* (1925), and *Studies in Keats* (1930). Another literary portrait was *Jonathan Swift: a critical biography* (1954). Murry promoted the work of his wife, Katherine Mansfield, after her death in 1923, and his friendship with D. H. Lawrence inspired an autobiography of the great novelist after his death in 1930, *Son of woman: the story of D. H. Lawrence* (1931). His last book was *Love, freedom and society* (1957).

The manuscript collection includes critical reviews, including typescripts and proof sheets of some of these; poems, possibly by Katherine Mansfield; typescript notes of work; typescripts of articles; galley proofs; manuscript notebooks; bundles of notes on Keats; lectures and speeches; and , essays. There are also albums of press cuttings between 1939-47, and letters, letterbooks, diary, and contracts. See handlist H62.

There is also a collection of 32 books by or about John Middleton Murry, including Mary Middleton Murry's own annotated copy of Frank Lea's biography, *The Life of John Middleton Murry* and Mary Middleton Murry's heavily annotated proof copy of her memoir *To Keep Faith*. The majority of the books are presentation copies to Mary Middleton Murry or to her long-time companion Ruth Barker. They are to be found at shelfmarks SC 6965-6998 and JA 4085-6.

1.50. Nairne, James

James Nairn, or Nairne (1629-1678), left the Library 1,840 items, mainly theological, but also including scholarly works on history, philosophy, literature, classics, medicine and science.

The son of an Edinburgh merchant, Nairne entered the Tounis College in 1646, graduating in 1650. Two years later he was appointed to the post of Librarian of the

College which he held until December 1653, when he resigned to become Chaplain to the Countess of Wemyss. He held charges in a number of parishes near Edinburgh, in Lothian, and finally in Wemyss in Fife. Among his friends he numbered Robert Leighton, who became Bishop of Dunblane where his own library remains, and Gilbert Burnet, Bishop of Salisbury and author.

Nairne's bequest increased the size of the Library by one-third. It is one of the largest surviving Scottish private libraries of its time, and presents a picture of the intellectual interests of an educated Scotsman of the day. He was clearly receptive to current developments in European thought and the collection contains books which were widely seen as revolutionary, such as the works of Spinoza.

A catalogue was printed at the time of the donation: *Catalogus librorum quibus Bibliothecam Academiae Jacobi Regis Edinburgenae adauxit R. D. Jacobus Narnius* (Edinburgh, 1678). A detailed modern listing is contained in Murray C. T. Simpson, A

Catalogue of the Library of the Revd James Nairn (Edinburgh University Library, 1990). 133 items appear to have gone astray over the years. All the books known to survive are listed in the Library's pre-1985 main catalogue and many are now catalogued online. Locations are scattered but the collection can be virtually reconstructed using Murray Simpson's catalogue.

1.51. Nelson, Thomas

The British publishing firm of Nelson is still a prominent name. The firm began as a small bookselling business established in Edinburgh in 1789. The founder of the bookshop was Thomas Neilson (1780-1861). Neilson extended his interests to include publishing, beginning with the publication, in monthly parts, of Bunyan's *The Pilgrim's Progress*. In 1818, the name of the firm was changed to Thomas Nelson because of the tendency among customers to misspell Neilson. In 1835, Thomas was joined in the business by his son William and a little later by his younger son Thomas. The business, located in Edinburgh's West Bow, grew on the formula of reprinting standard authors at low prices, and opened branches in London and New York.

In 1858 the name of the firm changed to Thomas Nelson and Sons. In Edinburgh during 1845-46, the firm moved to larger custom-built premises at Hope Park just to the south of the city centre. There, with a workforce of 600, all the activities connected with the production of books were carried out under one roof: printing, stereotyping, bookbinding, lithographing, engraving, woodcutting, warehousing, and even dyeing of the plain white calico used in bindings. From 1856, colour-printing became a feature of their production and by 1860 the firm was the leading publisher of cheap colour-printed titles. From his earliest years with the firm, Thomas exhibited a mechanical bent and in 1850 he invented a rotary press with curved stereotyped plates fixed on cylinders and with a continuous web of paper - the type of press used in the newspaper industry well into the 20th century.

Nelson's production focused on story books, religious books and books of travel and adventure by popular authors, particularly intended for young readers. A series of school books was initiated, and after the Education Act of 1871, which had prompted a demand for improved school-books, Nelson's began their series of Royal readers. John Buchan (1875-1940), writer of fiction and history, was a literary adviser and the firm also published his work. Other authors published include Bagehot, Belloc, G.K.Chesterton, Erskine Childers, H. J. Newbolt, Mark Twain and H.G. Wells.

The papers include: general day books, ledgers, account books, details of sundry creditors, letter books, and commission books for the years 1861-1915; general correspondence and letters to and from a variety of individuals 1895-1960; material from trade representatives, editorial notices, sales department material; and other miscellaneous material.

Within the Nelson Papers there is a very large body of correspondence between John Buchan and Nelson's covering the years 1909-1929. The correspondence includes letters about manuscripts submitted from authors, about photographs and other illustrations for works, about translations of works published, about terms of contract and royalties, and about new work published by other firms. The correspondence also deals with Buchan's own material. The Buchan Correspondence consists of over 4,700 letters and has been given the shelfmark Gen. 1728/B/1-14.

In total there is over 60 metres of archival material. A rudimentary handlist (H25) is available but it is hoped to progress an online catalogue in the near future.

In 2012, the University received a donation of the file copies of over 10,000 Nelson books from the late 19th century to the 1980s, from the successor company Nelson Thornes. These await sorting and cataloguing.

1.52. New College Library

New College Library began in 1843, with the formation of the Free Church of Scotland's New College. The original Library was founded upon donations, including many rare books from libraries, churches and individuals across Europe. The Library also grew by amalgamation, incorporating, for example, the Library of the United Presbyterian Church in 1900 and the Library of the General Assembly in 1958. In 1962, an agreement was ratified by the General Assembly of the Church of Scotland in which New College Library's collections were presented to Edinburgh University on permanent loan. New College Library holds over 250,000 volumes in the five floors of the Library, of which approximately 95,000 volumes are held in the Special Collections.

New College Library's rare book collections reflect its heritage as a centre of learning for Presbyterian ministry. Treasures from the Reformation include the first edition of John Calvin's Institutes of the Christian Religion, the progenitor of all subsequent Presbyterian doctrinal treatises, published in 1536, and the 1637 Book of Common Prayer with which Charles I attempted a unification of worship, which was driven out after the triumph of the Covenanters in 1638. Early Bibles in Latin, Greek and

Hebrew as well as English form a rich seam throughout the collections, which also includes more modern Bibles in languages from throughout the globe. However the rare book collections also demonstrate more catholic interests, including over a hundred incunabula, and a complete set of the Acta Sanctorum, sixty-eight volumes of the lives of saints, begun in 1643. The inclusion of the first edition of James Hutton's *Theory of the Earth* (1795), bears witness to the early teaching and debate about theology and science which continues in the School of Divinity today.

New College Library also holds significant archive and manuscript collection, with the general sequences holding many early items such as the last speech and testimony of covenanter James Renwick in 1688. Papers of individuals figure heavily, such as the leader of the 1843 Disruption, Thomas Chalmers, and New College Principals Robert Rainy and Alexander Whyte. Twentieth century collections include the papers of J.S. Oldham, Tom Allan and John McIntyre, recording for posterity their contribution to the religious life of Scotland and beyond.

New College Library's Special Collections can be consulted in the dedicated Funk Reading Room in New College Library. Researchers and students are able to use the collections individually and as part of classroom sessions by arrangement. With the help of the Funk Donation, considerable progress has been made in cataloguing the Rare Book Collections in recent years and over 60,000 items are now listed online. The older sheaf catalogue and finding aids for manuscripts and archives are available in the New College Library Hall.

Dumfries Presbytery Library

The Dumfries Presbytery Library is a collection of sixteenth and seventeenth century books first documented in 1710, with the acceptance of a substantial donation of books from Dr John Hutton. Originally used as a lending library, for the ministers of Dumfries, it was transferred to the General Assembly Library in Edinburgh in 1884, and then to New College Library in 1958. The New College Librarian John Howard took a particular interest in the Dumfries Presbytery Library and reassembled 1500 volumes from the collection in their original pressmark order. A Funk project to catalogue this collection online began in 2012, with shelfmarks starting 'DUM'.

Early Bibles

Over 600 early Bibles, many in large folio editions designed to be read from the pulpit, form one of the most heavily used Special Collections. Predominantly English, but also including Latin, Greek and Polyglot editions, this collection of rare Bibles ranges from the sixteenth to the nineteenth centuries. They have all been catalogued online as part of the Funk cataloguing projects and can be identified using the shelfmark "B.r."

Gaelic Collections

Just over four hundred items form New College Library's Gaelic Collections of monographs and pamphlets, dating from the 18th to the 20th centuries. Much of the

collection is religious or sacred verse, such as the poems of Dugald Buchanan or the hymns of Peter Grant, it also includes history, dictionaries, grammars, poetry and periodicals covering the language, history and culture of the Scottish Highlands. Many works are from limited print runs or known to be rare items. They can be identified using the shelfmark "Gaelic Coll."

Hymnology Collections

The core of these collections was the gift in the 1880s of two thousand hymnbooks from James Thin, the founder of the famous Edinburgh bookshop. This collection has been added to by gift, purchase and stock reorganisation to form the collection of over 5000 items we have today. It covers sacred songs and poetry as well as hymns, including many items intended for children, both for Sunday school and home use. Primarily 18th & 19th century printed volumes, there are also some older books, scores, LPs and cassettes. A project to catalogue this collection online began in 2012, with shelfmarks starting 'Hymn'.

Longforgan Free Church Ministers Library

Donated in 1962, this is collection of over 1200 volumes handsomely bound volumes of patristic and other texts. It came to the Library in its own purpose built book cases which are a feature in the David Welsh Reading Room. It has its own printed catalogue.

Pamphlets

New College Library has an exceptional Pamphlets Collection of over 30,000 items. Spanning the development of the Scottish Church from the time of the Reformation to the present century, the sermons, theological debates and reports of Church government and discipline which are contained in this collection are a reflection of the parallel development of Scottish history, and of the establishment and disestablishment of a national Scottish Church. This collection is fully catalogued online.

1.53. New Zealand collection

This major specialist collection includes some 7,000 volumes on all topics relating to New Zealand. The collection was presented in 1991 when the Government of New Zealand presented the historical volumes of the Library of the High Commission in London to the University of Edinburgh. The New Zealand House Library in London was the largest in New Zealand's overseas posts, and had been in existence for over a hundred years.

Now known as the New Zealand Studies Collection, it consists of some 7,000 volumes, and included extensive sets of New Zealand official publications, especially Parliamentary series. It covers most aspects of New Zealand's life, history and development, with particular emphasis on history, exploration, literature, anthropology, and Maori studies. Most titles were published before 1975.

The collection is available for standard loan; a card catalogue is still in use but a project to catalogue the whole collection online is underway. Some 200 books have been transferred to Special Collections, including numerous pre-1850 books and rare emigrants' books, ornithological books and early travel guides.

1.54. Orr, John

John Orr (1885-1966) was born in Cumberland and educated at the University of Tasmania. In 1905 he won a Rhodes scholarship to Balliol College, Oxford, and graduated in 1910 with Honours in Classical Moderations and in Law. He went on to study Romance Languages and Literature at the Sorbonne and at Florence and took the Oxford B.Litt. in 1913. He held various academic positions in Manchester and London and during the First World War he served in the Naval and Military Intelligence Departments in France. In 1933 he became Professor of French at Edinburgh University. In 1951 his Chair was given the new title of French Language and Romance Linguistics. From 1951, Orr was also Dean of the Faculty of Arts until his retirement in 1954.

In 1944 Orr was instrumental in providing aid to the devastated town and university of Caen, following bombardment by allied forces. He founded the Edinburgh-Caen Fellowship, for which he was recognised by the University of Caen with the award of Docteur Honoris Causa. Between 1963 and 1966 he was President of the International Federation of Modern languages and Literature. His publications were numerous and focused on medieval Romance linguistics.

The papers consist of correspondence, lectures and other material mainly about Romance linguistics. There is a scrapbook of wartime newspaper cuttings, and photographic material relating to Caen. There are also rolled maps and linguistic charts.

Professor Orr also donated a large number of books to the University Library, some 300 of which have now been reconstituted as a named special collection which awaits cataloguing. They include early books in French, Italian and English, and annotated copies of Orr's own works.

1.55. Publishers' Collection

Penguin Books had its beginnings in 1935, when the publisher Allen Lane found himself with nothing to read at an Exeter train station. The result was the Penguin paperback, which spearheaded the drive for quality mass-market publishing in the 20th century. This collection includes many early examples and first editions of what are now fragile books, giving an excellent overview of these developments in publishing.

The basis of the collection was a collection of over 500 Penguin titles published before 1960, which were bequeathed to the Library by Kenneth Swanson Ryrie in 1979. Ryrie was a native of Thurso, who graduated from the University of Edinburgh in 1942 (MA Hons in Mathematics and Natural Philosophy). He worked on radar and

navigational aids during the closing years of the Second World War, and spent the rest of his engineering career at Ferranti Ltd. He was a devoted Freemason and historian of the Craft, and collected books.

The collection has developed through donation, exchange and purchase to include various series such as Pelicans, Puffins, King Penguins and Penguin Specials. There are also examples of the work of other publishers who like Penguin sought to bring good literature to the masses, such as Gowans & Gray, Père Castor, Insel Bücherei, Stead's Books for the Bairns, Zodiac and Albatross. It is particularly interesting to see how the Second World War impacted on publishing in terms of titles, content and aspects of physical production such as paper quality.

There are now some 2,300 volumes, which are not yet catalogued, but a listing is available from staff.

1.56. Ramage, David Goudie

Ramage (1907-1986) was a leading bibliographer and librarian, and one of his memorials is the ongoing collection purchased with funds he left to the University. Born in Leith, he graduated from the University of Edinburgh in 1929 with a first-class honours degree in English literature and language. A scholar in French and English, a minor poet, and an historical bibliographer with particular interests in early printed books and private presses, he was appointed Deputy Librarian (1930-1936), and later Librarian of the University of Durham (1945-1967), spending the intervening years as Deputy Librarian of the University of St Andrews. He compiled a Finding-list of English books to 1640 (1958) and was Editor of *The Durham Philobiblon*, a charming, eclectic and occasional bulletin of bibliography which ran from 1949 until 1969.

In 1987, under the terms of David Ramage's will, Edinburgh University Library received over £99,000 "towards the acquisition of a research collection of editions of French and English poetry". The interest on this endowment provides for the purchase of books of poetry in French and English. Some of these volumes are on open access; rarer and more fragile pamphlet items are kept in Special Collections with shelfmarks "CS", "CSF", "CSP" and "Ram.". Among the particularly rare and ephemeral items is a fine set of the subversive and elusive 1960s periodical *The English Intelligencer*. There are about 3,000 items in the collection, many of which are in the online catalogue.

1.57. Reid, John

A general immortalised in collections of music, rare books and manuscripts. John Reid (c.1721-1807) was a General and Founder of the Reid Chair of Music at the University of Edinburgh; through his bequest some of the finest illustrated books were acquired.

The son of Alexander Robertson of Straloch in Perthshire, John Robertson was educated at the University of Edinburgh and received a commission in Lord Loudon's regiment of Highlanders in 1745; he subsequently adopted his mother's maiden

name as his own, she being a Reid of Straloch. He served with the regiment on the Hanoverian side during the 1745 rebellion, and afterwards in the Netherlands, Martinique, and British North America. He purchased some 35,000 acres in Vermont, which were seized by settlers from New England in 1774, and he lost his claim to them at the outbreak of the American War of Independence in 1776.

He returned to London, where he was promoted to the rank of General, and died in 1807. A good flautist and composer, especially of music for wind bands, his bestremembered tune today is 'In the Garb of Old Gaul'.

In spite of his losses he left a sum of £68,876 for the founding of a Chair of Music at the University of Edinburgh, the money to be further applied to the purchase of a library or for any other proper purpose. The Chair was established in 1839, after the death of his daughter who had a life-interest in the estate, and from 1841 £400 per annum was used for the purchase of rare and costly books for the University Library. These have included early printed and finely illustrated books and medieval manuscripts. Originally these were shelved in the Reid Room in Old College, which was reserved for the use of professors and senior lecturers. This was the first fund available to the Library for purchasing historical research volumes that were not simply textbooks.

The purchases are scattered but many of the early books have shelfmarks beginning Re / Rq.

1.58. Reid Music Library

The collections of early and special printed and manuscript music, in Special Collections since 2003, are some of the finest in the UK. The nucleus of the library was the books bequeathed by General John Reid, whose name the collection retains.

Rare highlights from the collection include an edition of Boethius on the theory of music printed at Venice in 1499 (C.204), and Sebastian Virdung's *Musica Getutscht* (Basle, 1511, C.186) – the first printed book on Western musical instruments. There are many first and early editions of composers such as Handel.

More recent printed material maintained as sub-sections of the Music Library include the Tovey and Weisse Collections, described separately. A more recent music accession is the Reid Concert Hall Collection of scores and other performance copies, many handwritten. The library of Frederick Niecks, Professor of Music before Tovey, is also distributed across library collections.

The earlier holdings are listed in the catalogue by Hans Gal, *Catalogue of Manuscripts, Printed Music, and Books on Music up to 1850 in the Library of the Music Department at the University of Edinburgh* (Edinburgh, 1941). Plans are underway to reorganise and recatalogue the whole music collection.

For the separate collection of English madrigal books see W. Beattie, 'The English Madrigal Books in the University Library', *University of Edinburgh Journal*, 4 (193031), pp.12-17.

1.59. Roslin Institute

To many, the word 'Roslin' is synonymous with modern advances in animal genetics, above all the successful cloning of Dolly the sheep in 1996. Since it was founded in 1993 it has been a major international centre for genetic research and its collections have outstanding significance.

The Roslin Institute has its roots in the Institute of Animal Genetics, established in 1919, and its many related bodies and units. In 1986, the Poultry Research Centre and Animal Breeding Research Organisation (ABRO) were combined with the Institute of Animal Physiology based at Babraham, Cambridge, to form the Institute of Animal Physiology and Genetics Research (IAPGR), with sites in Cambridge and Roslin, outside Edinburgh. In 1992, the Agriculture and Food Research Council opted to develop Roslin and Babraham as two independent Institutes, and on 1 April 1993, the Roslin Institute was established as an independent, but wholly owned, Institute of the Biotechnology and Biological Sciences Research Council with Professor Grahame Bulfield as its first Director. After the success of Dolly the sheep, cloned at Roslin in 1996, several separate companies were formed, including the Roslin Foundation, to exploit the new technologies. The Roslin Institute merged with the University in 2008.

This collection consists of bound offprints from the Roslin Institute and its various predecessor and associated bodies (including the Animal Breeding Research Organisation and the Poultry Research Centre); books from the Roslin Institute Library; and a large quantity of archival material, including annual reports, press cuttings, information concerning various research projects and commercial partnerships, and the departmental papers of Institute Director Grahame Bulfield and Secretary John Withers.

A project is currently working to catalogue these papers.

1.60. Royal College of Surgeons

In 1763, the Royal College of Surgeons of Edinburgh, founded in 1505, gave its library to the University of Edinburgh, in return for borrowing privileges in the University Library. There are some 560 books, mainly medical but with some English literature and history. The earliest books are a copy of the *Hortus Sanitatis* (Strassburg, c.1490, Inc.20) and a copy of Argellata, *Cirurgia* (Venice, 1497, Inc.119) but most are 17th century continental publications. Some have manuscript notes which indicate they were bought by students abroad.

The collection was scattered, but a list by size was drawn up at the time, and this has provided the basis for a recent listing by author, available via staff.

1.61. Royal Medical Society

The Royal Medical Society of Edinburgh, a student society founded in 1727, built up an impressive library over the centuries and still maintains substantial collections, particularly of manuscript dissertations. However, the great bulk of the library was sold at auction in 1969. Some 59 items not otherwise in Edinburgh were retained and are now on deposit in Edinburgh University Library. All items are fully catalogued online to a high standard. The shelfmarks begin with "R.M.S.Coll."

1.62. Serjeant, Robert Bertram

Robert Serjeant (1915-1993) was educated at the University of Edinburgh, where he graduated with an MA in Semitic Languages, and at Trinity College Cambridge, where he gained his PhD in 1936. He was the Tweedie Fellow at the University of Edinburgh in 1939; during his fellowship he catalogued the Oriental manuscripts in New College Library, publishing his *Handlist of the Arabic, Persian and Hindustani MSS of New College, Edinburgh* (London, 1942), before moving to the School of Oriental and African Studies to engage in research on South Arabia. He saw war service in Aden before returning to England to teach at SOAS. He moved to the Middle East Centre, University of Cambridge in 1964, eventually retiring as Director, and as Professor of Arabic, in 1982. He was a prolific author and editor of publications on a wide range of Middle Eastern subjects.

In 1995 Mrs Marion Serjeant gifted his library of some 5,000 volumes on Islam and the Yemen, together with his manuscripts, to the University. Most of the book collection is kept together as a specialist collection; it is catalogued online and available on open access. It complements and is located beside other Middle Eastern collections such as the Watt and Smith collections.

There are also 11 boxes of manuscript material, mostly received in 2005, containing notebooks, typescripts and copies of Arabic documents.

1.63. Session Papers

This collection of proceedings in the Scottish Court of Session contains an estimated 25,000 individual printed items in 600 volumes, all giving a fascinating insight into social conditions and domestic life in the 18th and 19th centuries. The importance of the law courts in Edinburgh is reflected in the collections around the city – the National Library of Scotland having begun life as the Advocates' Library to take just one example. The Law Library in Old College continues to maintain rich collections of early and historical law, particularly in the Gordon Duncan room.

The Session Papers are not catalogued, but are arranged chronologically from 1744 to 1860, and may be consulted in the Centre for Research Collections. The series has shelfmark E.B. .346(41)4 Cou.

1.64. Smith, Adam

The library of the great Scottish economist Adam Smith (1723-1790) is one of our landmark printed collections. There are about 850 works in 1,600 volumes, including some great treasures such as a fine copy of the first edition of Copernicus' *De revolutionibus* (1543).

We hold about half the original library, with other significant portions in Glasgow and Tokyo. The bulk of our collection was given to the library of New College in the 19th century by David Douglas Bannerman (1842-1903), grandson of David Douglas, Smith's heir. The collection was transferred to the Main Library in 1972. Smaller groupings and individual items have been acquired subsequently, such as 32 books in the Hodgson Collection. We acquire books from Smith's library whenever possible.

The collection is unsurprisingly strong in politics, economics, law and history, but there are also many literary works, particularly French literature, and books on architecture by Vitruvius and Palladio. The condition of the volumes is generally good and there are numerous examples of fine bindings from the 18th century and earlier.

The books are mostly listed on the main online catalogue and can be consulted in the Centre for Research Collections. In 2010 the books were reconstituted as a distinct special collection; eventually all the books will have shelfmarks starting "Smith". A published catalogue of Smith's library is available: Hiroshi Mizuta, *Adam Smith's Library*, 2000.

1.65. Stewart, Dugald

Dugald Stewart (1753-1828) studied at the University of Edinburgh and was Chair of Moral Philosophy here from 1785. He taught political economy and a "common sense" philosophy in opposition to the scepticism of David Hume.

Dugald Stewart's library included the books of his father Matthew Stewart (1717-1785), Professor of Mathematics at the University of Edinburgh. The collection passed into the hands of Dugald's son Colonel Matthew Stewart (c.1784-1851), who bequeathed it – along with many of his own books – to the United Service Club in London. In 1910 the whole collection, with books from all three collectors, was transferred to the University of Edinburgh.

The collection contains 3,432 titles in some 4,000 volumes. It is a rich and broad collection covering many topics but particularly strong in political economy, moral philosophy and mathematics. It is particularly rich in French publications from the Revolutionary period. There is a large number of presentation copies reflecting Dugald Stewart's wide circle of acquaintances and admirers, for example from Jefferson, Byron and Maria Edgeworth. The younger Matthew Stewart added some

early printed books (there are 33 incunabula in the collection) and works on oriental subjects.

For a short description of the collection, see the article by K.C. *Crawford* in *The Bibliothek*, 10 (1980), pp.31-34. A short-title catalogue by former Rare Books Librarian Sheila Noble is available for consultation in the Centre for Research Collections. All the books appear in the Library's pre-1985 Guardbook catalogue and many are catalogued online. Most have shelfmarks beginning "D.S."

There are also some 21 manuscript volumes including letters, lecture notes and Dugald Stewart's diary of journeys in England and Scotland, 1797-1803. There are also papers of Helen D'Arcy Stewart, his wife (1765-1838).

1.66. Sussex, Duke of

In 1845 the University purchased some 1,000 early tracts relating to the Reformation from the library of Augustus Frederick, Duke of Sussex (1773-1843), sixth son of King George III. These greatly strengthen the Library's holdings of works by Luther and other 16th century German reformers.

The books all appear on the pre-1985 Guardbook catalogue, with shelfmarks starting Dh.

1.67. Theses of the University of Edinburgh

The rare book collections contain a remarkable body of student theses going back to the early 17th century. The collection allows us to trace the development of the thesis from an oral examination conducted in Latin, published as a single sheet which could be pasted on the wall – to modern scholarly research, now frequently supplemented with databases and digital images. The bulk of the thesis collection from the 18th and 19th centuries is medical; during the later period theses become increasingly substantial and illustrated with photographs and original drawings. A surprising number of medical students seem to have found reason to conduct their research in sunny locations such as the West Indies. During the 20th century the breadth of disciplines which could be examined for a PhD widened considerably, and early in the 21st century it became a requirement to submit an electronic as well as a paper version for the Library. In total there are now over 20,000 theses in the collection.

The 4,000 pre-1830 theses are mainly catalogued online to a high standard. They are scattered across various locations in Special Collections, and can be located by keyword searches. The 1830-1985 theses are mainly not catalogued online and can be located using manual lists. Since 1985 all new theses received have been catalogued online with shelfmarks starting "Theses" and then arranged by year.

1.68. Thomson-Walker, John

Tovey was privately educated by music teacher Miss Sophie Weisse (1851-1945) and then at Balliol College Oxford. The young Tovey soon achieved fame as a pianist, scholar, composer and organiser of concerts in Britain and in Europe. This brought into contact with many of the major music figures of the day, with whom he corresponded extensively and who held him in high regard. He was appointed to the Reid Chair of Music at the University of Edinburgh in 1914, in succession to Frederick Niecks, and held the Chair until his death. During his tenure his output of compositions and research publications continued unabated. His opera "The Bride of Dionysius" was produced in Edinburgh in 1929, and his "Cello Concerto" was performed and recorded by Pablo Casals. He created the University's professional Reid Orchestra which brought together orchestral performers from the worlds of the University and professional music. He was knighted in 1935.

He bequeathed to the University his substantial library of printed and manuscript scores and books on music, and a later brought a substantial archive of his correspondence and papers to join them. There are some outstanding items in the collection such as the manuscript of "The Edinburgh Symphony" by Julius Röntgen. The books are arranged alphabetically by composer and are catalogued online up to M (Tov.856).

There are also over 20 metres of archival material, ranging from notes and drafts of lectures to accounts and administrative material, drafts of broadcasts to photographs and diaries, and cuttings and reviews. There is also extensive correspondence between Tovey and Weisse, and other leading musical figures. The correspondence is catalogued online.

1.69. Turner, William Price

William Price Turner (1927-1998) was a poet, critic and editor who spent much of his life in Glasgow or Yorkshire. In 2001 the University of Edinburgh acquired some 400 poetry pamphlets from Turner's library. They are all catalogued online with shelfmarks beginning "Turner".

1.70. Veterinary Library

The Royal (Dick) School of Veterinary Studies was founded in 1823 by William Dick (1793-1866) and is the second oldest veterinary school in the UK. Following its merger with the University of Edinburgh, the Dick Vet's archives and rare books have been transferred to Special Collections over several years. The collection of 944 books that were formerly in the school's War Memorial Library suggests the breadth and depth of teaching and research. It contains many great highlights in the history of veterinary medicine, with particular but not exclusive strengths in farriery. There is an excellent copy of George Stubbs' *The anatomy of the horse* (London, 1766). A number of books are unrecorded elsewhere. The dates range from 1537 to 1993.

The collection also includes various sub-collections, particularly the 123 books relating to horses and ponies collected by lecturer James Grant Speed (1906-1980) who was an anatomist at the Veterinary School.

208 volumes transferred in earlier years are catalogued, with shelfmarks in the ranges SD 4783-4931, SCF 771-780, SC FF 95-102. 736 items transferred in 2011 are not yet catalogued. Plans are underway to recatalogue the whole collection as a distinct sequence with shelfmarks starting "Vet."

1.71. Wallace, Alfred Russel

Alfred Russel Wallace (1823-1913) was a naturalist, explorer and writer. Born in Monmouthshire, he started his career as a collector of natural history specimens. He did extensive fieldwork first in the Amazon River basin, and then in the Malay Archipelago, where he identified the Wallace line dividing the fauna of Australia from that of Asia. In the Malay expedition he obtained 126,500 specimens, among them over 200 new species of birds and over 1,000 new insects. He also did important work on the orang-utan. Wallace is best known for independently proposing a theory of natural selection which prompted Charles Darwin to publish his own more developed and researched theory sooner than intended. He became one of the world's most famous scientists. He is also known for espousing opinions now seen as scientifically eccentric, such as his opposition to vaccination and his interest in spiritualism and the paranormal.

His interests were wide, including a commitment to social progress and women's rights as well as science. These interests are reflected in his personal library of some 470 books, donated in 1993 by the University of Oxford Museum. They are now catalogued online, with provenance information, and located at shelfmarks SD 8270-8742.

1.72. Watt, William Montgomery

William Montgomery Watt (1909-2006) was a priest in the Scottish Episcopal Church, and Professor of Arabic and Islamic Studies at the University of Edinburgh. Educated at the Universities of Edinburgh, Jena, and at Balliol College, Oxford, he held various lectureships at this University. In 1964 he accepted the Chair from which he retired in 1979. Ordained in 1939, he was an active priest who reflected and wrote on the relationship between Christianity and Islam for much of his life.

His collection contains some 1,400 titles and is strong in several areas, notably Islam, and particularly in Quranic commentary. Other subjects covered include mysticism and Islamic law, Islam and medieval philosophy, the relationship between Islam and Christianity, the history of the Arab world, and Arabic literature.

The collection is mainly catalogued online and is on open access, along with the related Serjeant and Smith collections.

1.73. Weisse, Sophie

Sophie Weisse (1851-1945) was the piano teacher of composer Donald Francis Tovey (1875-1940), who became Reid Professor of Music at the University of Edinburgh. Her influence over Tovey was considerable and she maintained a close relationship with him from his childhood until his death.

Her collection of some 600 books and scores relating to Beethoven was purchased in 1948.

The collection is not catalogued, but has recently been reassembled as a prelude to listing.

1.74. White, James Cathcart

James Cathcart White (1853-1943), an Edinburgh graduate and advocate, left the Library a fine collection of some 360 works and a significant sum of money which is still used to purchase books and manuscripts today.

The collection includes ten incunabula, including a copy of Cicero's *Epistolae ad Familiares* printed on vellum in 1469 (Inc.76.5), which happens to be the first book printed in Venice. There are other early printed works and modern titles, mainly of English literature, history and biography, which are scattered throughout the Library. The Centre for Research Collections maintains records of the original bequest so the collection can be virtually reconstructed.

Cathcart White also bequeathed 14 late medieval manuscripts, including 11 magnificent Books of Hours. These are described in N. R. Ker, *Medieval Manuscripts in British libraries*, vol. 2 (Oxford, 1977).

For further information see:

Robert Donaldson, 'Nine Incunabula in the Cathcart White Collection in Edinburgh University Library'. *The Bibliothek*, 2, 1959, pp.66-69

University of Edinburgh Journal, 12 (1942/1943), p.72.

2. Themes and priorities for future collecting

There is an active programme of acquisitions in Rare Books and Manuscripts through donation and purchase. From 2010-2014 over £100,000 p.a. has been spent on purchases in this area with support from the College of Humanities and Social Science, the Friends of Edinburgh University Library and external funders.

The priorities for acquisitions are (1) works which relate to existing collections strengths and (2) works which support current research / teaching themes of the University. This is consistent with the Library Collections Policy (2005).

2.1. Works collected because they relate to existing collections strengths.

These include:

- Works by staff or students with an affiliation to the University of Edinburgh.
- Items by writers already strongly represented in the collection, either as collectors or as writers collected (translations of such works will be collected on a sampling basis).

Subjects collected include:

- Chinese, Islamic and Middle Eastern material, particularly examples of early printing and manuscripts with textual significance
- Modern literary work, particularly Scottish writing, including manuscripts , limited edition printing and annotated copies (e.g. MacDiarmid, MacCaig, Grassie Gibbon)
- The history of science, technology, engineering, medicine and veterinary medicine
- The history of education, including the history of the University of Edinburgh
- The history of architecture and town planning
- Theology and church history, including Christian-Muslim interactions
- Scottish history, particularly relating to Edinburgh and the University

2.2. Works which support current research / teaching themes of the University.

These include:

- Books and papers which relate to immediate teaching and learning needs. For example the MSc History of the Book course requires a handling collection of books which provide evidence for the book as a material object – different examples of printing, different illustrative processes, books with original bindings / wrappers, unbound / uncut books which reveal the architecture of the book.
- Copies of unrecorded hand-press books. These can be on any subject and from any place, if they are likely to stimulate university research.
- Copies of books with important provenance, extensive annotations or other marks by readers – an important and growing area of research.
- Unpublished or unrecorded manuscripts of importance.
- Books and papers which offer major opportunities for income generation e.g. through digitisation or through publication if an unrecorded work.
- Printed books which represent important new work, in either literary or publishing terms, e.g. poetry pamphlets.

2.3. Selection and acquisition process

Items are selected by curatorial staff and final decisions are taken by the Rare Books & Manuscripts Librarian. All purchases must be formally accessioned and prioritised for cataloguing. We do not accept items which do not meet the selection criteria above unless a specific business case is approved by the RBMS Librarian.

- We do not acquire duplicates unless there are compelling copy-specific reasons
- We do not accept deposits unless in exceptional circumstances, and then only following an agreement with an inbuilt review period
- We do not automatically buy items already held in the National Library of Scotland; if there is an NLS copy, we should be clear that there is a case for a copy to be available in EUL. In some specific cases we would defer to NLS, e.g. for Aldis items not already in NLS.

3. Themes and priorities for rationalisation and disposal

The principal priority for the rationalisation and disposal of works from the collections are non-accessioned donations. There are some 10,000 items in this category, which are being reviewed and processed in line with the above policy.

Notes

This policy sets out the University of Edinburgh's aim to follow good practice in the management of its collections. It will be used to demonstrate to other bodies and individuals that the University of Edinburgh adheres to certain standards and that, in return, the University of Edinburgh has expectations of bodies and organisations with which it works.

Basic Documentation system: inventory and basic procedures in place for recording entry, exit, accession, movement and location control, loans in and out.

THE UNIVERSITY OF EDINBURGH UNIVERSITY COLLECTIONS

Appendix G: Collections Development Policy Statement

Archives

1. An overview of current collections

The Archive collections consist of thousands of unique individual archives, papers and manuscripts that date from the early medieval period to the 21st century. They provide evidence University's role in the wider development of Scotland in politics, thinking, industry, government, science, creativity and international presence with items displaying a variety of different languages. They document higher education in Scotland and Europe, illuminating the relationship between the University and the City. At the heart of the archive collections is the University's own archive that is the corporate memory of research, decision making and life of the University.

We also hold personal papers of people who are or have been connected with the University of Edinburgh or research areas the University has strength in. Collections cover many academic subjects, such as medicine, veterinary medicine, modern and classical languages, divinity, arts and creative practice, sciences including animal genetics, physics, anatomy, law, business and management, mathematics, geology and natural history. There are also papers from local businesses, such as architects, publishers, solicitors, and charities connected with research areas of the university.

Many collections have national and international importance with some collections entered onto the UNESCO register of the Memory of the World.

The main collections are described here:

- Archives of the University of Edinburgh
- Archives of predecessor, associated or affiliated bodies/ organisations
- Archives of individuals connected with or having a relationship with the University
- Archives of research projects or research strengths of the University
- Archives of individuals, organisations or businesses that relate to research strengths of the University

2. Themes and priorities for future collecting

The priorities for acquisitions are works which relate to existing collections strengths and works which support current research and teaching themes of the University. There is an active collecting process of the archives of the University of Edinburgh, related or predecessor institutions, and archival collections which relate to individuals, organisations, and events that fit with research and teaching strengths of the University.

2.1. Archives collected because they relate to existing collections strengths.

These may include:

- Archives created and used by administrative support groups, Schools Colleges and other academic units in the course of their ordinary business.
- Archives created and used by research projects set up, managed or run by the University and its merged, affiliated, predecessor and associated institutions.
- Archives created and used by individual members of staff and students.
- Archives created and used by the University, merged, affiliated, predecessor and associated institutions that document the communities and life surrounding these institutions. These may include student associations, clubs, societies, events, projects and people.
- Archives and manuscripts created by private individuals in relevant subject areas.

Archives collected can cover subjects including:

- The history of education, including the history of the University of Edinburgh
- Scottish history, culture and heritage
- The history of science, technology, engineering, medicine and veterinary medicine
- Art, architecture and town planning
- Modern literary archives
- Theology and church history

2.2. Archives which support current research / teaching themes of the University.

One role of the archives is to provide material for teaching and research which covers a significant cross section of the University's interests and areas of research strength and knowledge. This provides a broad collecting platform.

This can include but is not exclusive to:

- Archives and papers which relate to immediate teaching and learning needs

- Archive collections with important provenance that provide resources for growing areas of research.
- Collections which offer major opportunities for income generation to support University work e.g. through digitisation or publication if it is an unrecorded manuscript or archive collection.
- Collections which represent important new work and research connected to the University

2.3. Selection and acquisition process

The Archive Manager selects for preservation in the University archive only those unique records which make a significant contribution to the understanding of the University, merged and predecessor bodies' histories. This includes its alumni's impact on the wider world, and the environment and context in which these institutions have operated in.

Archives of the University, merged and predecessor institutions, worthy of permanent preservation will normally be identified via retention scheduling procedures and/or other appropriate guidance available to staff in co-operation with the University's records management office. Generous benefactions and strong partnerships with academic departments and local organisations also continue to strengthen our collections.

- Items are selected by curatorial staff and final decisions are taken by the Archive Manager. All purchases must be formally accessioned and prioritised for cataloguing.
- We do not accept items which do not meet the selection criteria above unless a specific business case is approved by the Archive Manager.
- We do not acquire duplicates unless there are compelling reasons.
- We do not accept deposits unless in exceptional circumstances, and then only following an agreement with an inbuilt review period.
- The Archive Manager reserves the right to review the archival status of accessioned archives and to recommend their disposal if appropriate.

3. Themes and priorities for appraisal and disposal

The principal priority for the rationalisation and disposal of items from the collections concentrates on non-unique items and those that do not provide evidential nature for the themes mentioned. All are processed in line with the above policy and to professional archival principals.

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Appendix H: Guidelines for deciding on requests for the repatriation of items from the University Collections

It is proposed that the following criteria and procedure be used to assess whether a bona fide case is made from a recognised authority for the repatriation of item(s)/object(s) from the University's collections.

These guidelines relate to all items held by the University other than human remains (for which policy was agreed by the University Court on 10 December 1990).¹

Criteria

1. Evidence of past ownership relating to the item(s)/object(s) concerned and how the University acquired it/them.
2. Authority of the requester. Requests will only be considered from bona fide groups, representative of the community or culture from which the item (s)/object(s) originated or from individuals or organisations which are able to provide clear prima facie evidence that the item(s) in question is/are their property. Wherever relevant, claimants would be expected to be supported by the government of the country to which the item(s)/object(s) would be returned unless exceptional circumstances prevent this.
3. Proof of cultural, religious or scientific importance of the item(s)/object(s) to the claimant community.
4. A rigorous assessment of the cultural, religious or scientific importance of the item(s)/object(s) to the University.
5. The likely consequences of repatriation, for example, in terms of conservation, cataloguing and availability for research and scholarship. The normal expectation is that items would be returned to the care of a museum, library or equivalent body.
6. Policy and procedural guidance from recognised external institutions including the Museums Association, the Scottish Museums Council (SMC), and the Chartered Institute of Information Professionals (CILIP), as well as recognised good practice from like institutions.
7. Guidance from appropriate UK government sources, where available.

Procedure

Enquiries concerning repatriation should be addressed in the first instance to the Director of University Collections. The Director of University Collections will draw all requests to the attention of the Vice Principal (Knowledge Management) and the

¹ The University's policy is to return human remains, when so requested, to appropriate representatives of cultures in which such had particular significance, subject to appropriate safeguards.

University Secretary, and will be the contact point between the University and the individual or group making the request. Communication will be conducted with the individual or group making the request in order to clarify the details of the request and to establish whether they meet the criteria laid out above. In parallel, the Director of University Collections will investigate the status of the item(s)/object(s) and prepare a report and recommendation for the University authorities.

Apart from loans and conditional deposits, the University collections are the legal property of the University. Therefore the University Court must approve the repatriation of any items from the University collections as this involves the transfer of title of University property.

Two possible routes through the University will be available to determine whether the criteria laid out above are met:

- I. If the material is a book or manuscript: Director of University Collections → University Library Committee → University Court
- II. If the material is from the University Museums & Galleries Collections: Director of University Collections → University Collections Advisory Committee → University Court

In either case the University Secretary and the Vice Principal (Knowledge Management) can appoint an advisory group to examine a request and make a recommendation to Court if the circumstances so warrant. The advisory group would normally contain at least one member from out with the University, and would normally report via the Library Committee or the Collections Advisory Committee, as appropriate.

When items are not returned, the University will seek to find alternative means of access for legitimate claimants in terms of the criteria laid out above, such as through surrogate repatriation (e.g. digitisation, microfilm and facsimile) and when items are returned the University will normally assert the right to retain access through such means.

This set of guidelines will be reviewed at least every 5 years or more frequently if development is required. The date of the next review will therefore be no later than 2019.