

**POL-ADM.2018.95** Title: *Research Standards*



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**ADM.2018.95.1** Research Standards

1. As a community museum, research is an ongoing activity and is reflected by well-researched exhibits, interpretation, publications and educational programming. Additionally, the museum staff have a mandate to support the research needs of the public.
2. The museum shall have a research program that is consistent with its statement of purpose, and reflects the needs of its communities, site, collections and public programs.
3. The CEO shall allocate an annual budget for the museum's budget for research expenses, such as reference material, photocopying and staff travel.
4. The Curator shall:
  - 4.1. Ensure that the scope of research is consistent with the museum's statement of purpose;
  - 4.2. Establish priorities for research activities;
  - 4.3. Ensure that researchers who have access to the collection have training in handling artifacts or where external researchers are concerned shall have a staff to assist them with safe handling of artifacts;
  - 4.4. Schedule time for staff to carry out the museum's research program
  - 4.5. Demonstrate a commitment to accuracy and objectivity in the results of research;
  - 4.6. Demonstrate a commitment to ethical behaviour in research including confidentiality of records, appropriate citation of ownership and provenance;
  - 4.7. Meet municipal, provincial and federal legislative requirements that have an impact on research activities and products including copyright;
  - 4.8. Demonstrate a commitment to the pursuit of research by staff and outside researchers.

**ADM.2018.95.2** Supporting Community Researchers

1. The Curator shall take research requests according to *POL-PUB.2018.61 Information Services*.
2. The focus of approved assistance shall be of topics currently held by the CHD or those on acquisition lists for CHD. Each research request must clearly fall within the mission and mandate of CHD and be a benefit to the Museum collections. This includes, but is not limited to:
  - 2.1. regional geography, natural history and archaeology;
  - 2.2. history of area currently known as The Town of the Blue Mountains;
  - 2.3. Genealogy, human geography, cemetery history
  - 2.4. Georgian Bay and more specifically the Nottawasaga Bay (Southern Georgian Bay);
  - 2.5. social, ethnographic, and photographic family histories, stories and artifacts from the region;
  - 2.6. Indigenous History, First Nations, Petun, and Wyandot Nation history;
  - 2.7. Material culture research pertaining to the holdings of the museum collection;
  - 2.8. agricultural significance;

- 2.9. ski industry and recreational history;
- 2.10. fossils and fossil fuel industry;
- 2.11. history of the Craigleith Rail Station, the railway line, its current site and former site;
- 2.12. history of the Depot Fine Dining restaurant;
- 2.13. history of people from TBM, be they native or relocated, who are of regional, provincial or national significance;
- 2.14. land use and built heritage
- 2.15. business, organization and community histories
- 2.16. Military history relating to residents and military bodies associated with the area research related to exhibit themes.

