



Helsinki University Museum

COLLECTIONS POLICY 2019

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Cover photo:

Part of the art-historical sculpture collection in a corridor on the fourth floor of the University's Main Building on Unioninkatu. Photo: Timo Huvilinna, 2015.

1. Introduction

Collections mission of the Helsinki University Museum

Collections are the core and foundation for all museum activities. The objective of collection activities is to maintain the items included in the collections to a high standard so as to ensure their preservation for future generations. However, to achieve the goals of open access to knowledge and extensive education, it is also important that collections are made available to today's researchers and information-seekers. The Museums Act obliges all Finnish museums to both record and preserve material and visual cultural heritage. The objective of the Helsinki University Museum's recording and expansion activities is to supplement the collections with materials and objects that are currently not included in the collections, but fall within the recording responsibilities defined in the Helsinki University Museum's collections policy.

The collections team, led by the head of collections, is responsible for the Helsinki University Museum's collection activities. The collections team includes two permanent curators, a permanent project planning officer and a fixed-term curator (2018). Each team member has specific responsibilities, but if necessary, each of them, including the head of collections, performs all tasks associated with the collections and, where applicable, exhibitions. The insufficient human and financial resources allocated to the Helsinki University Museum pose a clear threat to the expansion, cataloguing and preservation of collections.

Each year, the University Museum quantitatively assesses its collection activities by compiling statistics on digitised collection objects, donations received, the number of customers and orders for collection services, and staff participation in training, working groups, seminars and conferences in the field. Some of this information is collected for the annual Museum Statistics data, while other information is collated for assessments carried out by the University Museum.



The rector's silver sceptres from 1640 in an exhibition at the Helsinki University Museum. Photo: Sakari Kiuru, 2011.

The framework, principles and objectives of the Helsinki University Museum's collection activities are defined in the collections policy. The policy presents the collections under the University Museum's care, describes their history and sets out the principles for expanding, maintaining and providing access to the collections. Operations are also assessed, and key objectives for the work on the collections are agreed for the future. The content of the collections policy is assessed regularly and updated if necessary. The Helsinki University Museum's head of collections, together with the collections team, is responsible for updating the policy.

Legislation and decisions governing the operations of the Helsinki University Museum

The Helsinki University Museum fosters the University of Helsinki's cultural heritage and maintains its collections, organises exhibitions to disseminate information on the history of the University and on scientific research and education, builds the identity of the University community, and helps enhance

the University's visibility and public profile. The University Museum also provides online access to its collections.

The University Museum last confirmed its **rules of procedure** in 2007, and the rules are now largely out of date. The rules of procedure state as follows:

The Helsinki University Museum [...] is open to the public and showcases the history of the University of Helsinki and Finnish scholarship with a permanent exhibition and temporary exhibitions. [...] In addition, the Helsinki University Museum keeps lists of the University's museum objects and works of art, cares for the University's photograph collections, makes the historical material it holds available for research and communication as well as to the public, and supports research on academic history by serving as an information centre in the field. (Helsinki University Museum's rules of procedure, confirmed by the director of administration on 1 April 2007)

Despite the numerous internal changes made at the University of Helsinki, the Helsinki University Museum's rules of procedure have not been updated. The latest decision affecting the University Museum's mission and organisational status was Rector's Decision No 1248/2018 (3 December 2018), in which the University Museum was removed from the control of the director of the Finnish Museum of Natural History and brought under the Administrative Services sector within the framework of University Services as of 1 January 2019. The above decision does not address the mission of the University Museum, but it includes the following general statement:

The new host unit of the museum, as part of the University's mission, must be as neutral as possible in relation to the University faculties and independent institutes, generating synergy benefits. This can best be achieved at Administrative Services within the framework of University Services. Administrative Services is responsible, for example, for the University's archiving and protocol activities.

The operations of the Helsinki University Museum and, hence, the maintenance of its collections are guided by several laws, recommendations and rules. The

Museums Act (314/2019) stipulates that the purpose of museum activities is as follows:

- 1) Record and preserve cultural and natural heritage as well as art
- 2) Promote and utilise research on materials and other content
- 3) Promote access to, and availability and use of, materials and knowledge
- 4) Present cultural and natural heritage as well as art, and offer experiences
- 5) Engage in audience development and interaction, and promote teaching and education



Daniell's condensation hygrometer, included in the cabinet of physics collection, from 1839. Photo: Susanna Åke, 2014.

The **Universities Act** (558/2009) states the following:

The mission of the universities is to promote independent academic research as well as academic and artistic education, to provide research-based higher education and to educate students to serve their country and humanity at large. In carrying out their mission, the universities shall promote the social impact of university research findings and artistic activities.

The **Recommendation Rec (2005) 13 of the Committee of Ministers to member states on the governance and management of university heritage** obliges the governments and universities of the EU member states to ensure the conservation of universities' scientific and educational collections as well as other cultural heritage.

The International Council of Museums (ICOM) published the **ICOM Code of Ethics for Museums** at its general assembly in Seoul in 2004, with a Finnish-language edition issued in 2005. The Code of Ethics for Museums provides the basis for professional museum work and sets the minimum requirements for museum activities, which museum staff strive to meet throughout the world. With regard to collections, the Code of Ethics for Museums states that museums maintain their collections for the benefit of society and its development. The Code of Ethics outlines an approach to, and instructions for, the professional maintenance of collections, their accessibility and the legal framework of operations.

Museum of Opportunities – The Museum Policy Programme 2030 of the Ministry of Education and Culture outlines the vision for the development of the Finnish museum sector up to 2030. The aim is that museums will play an active and visible role in Finnish society. They will take the initiative and participate in current dialogue, acting as forums for bold and open interaction. Museum exhibitions will be topical in nature and interesting to international visitors. Museums will work more closely with people and communities. The material, information and competence in museums will be openly available and

will help create new ideas and increase understanding. The programme also mentions universities, stating the following:

Cooperation between university museums should be intensified in order to clarify their status and funding criteria. Their operations aiming at increasing the social impact of universities should be made more visible. University museums should ensure they have the sufficient resources and correct pricing in place for services offered to external actors so that these services do not weaken the ability of the museums to perform their basic duties (p. 46). [...] Universities are in possession of significant national museum collections, the preservation of which should, according to the programme, be secured in legislation in the same way as those of other museums owned or funded by the state (p. 52).



Professor Salli Eskola (on the far right) with researchers at the University's Department of Chemistry in the 1950s. Photo: Yrjö Lintunen, 1950–1952.

The focus on collections as one of the main themes of the Museum Policy Programme is significant from the perspective of collection activities:

The collection and information resources of museums form a diversely used basis for operations. Museums will showcase their collections and materials more actively and make them more widely available as a resource for communities and society. Core elements of the collections are digitised and available online. [...] Museums increase their collections and other material systematically and responsibly, and in coordination with one another. Museums collaborate in collections management at the local, regional and national levels. Collections and materials are preserved in a sustainable way, and efficient collection processes and tools support their usability.

When storing, cataloguing and digitising collections and making them available to researchers and other customers, the provisions on copyright, the EU's General Data Protection Regulation and the Finnish Data Protection Act must be taken into account.

The **Copyright Act** (404/1961, including amendments) stipulates that the photographer's right to a photographic picture shall be in force until 50 years have elapsed from the end of the year during which the photographic picture was made. In the case of photographic and other works of art, copyright shall subsist until 70 years have elapsed from the year of the photographer's or artist's death. The photographer and the artist hold both moral rights (their name must be stated when the work is made available to the public) and economic rights (they can charge a fee for the use of the work) to their photographic and other works of art. On 29 March 2017, the Finnish Museums Association and Kuvasto (a copyright society for artists working in the field of visual arts) signed an agreement enabling the publication of photographs of Finnish artists' works included in the collections of professionally managed museums on these museums' websites and in their apps. This means that no separate agreement on a specific work or with a specific artist/photographer is required. The Helsinki University Museum joined the above agreement in autumn 2017.

The objects included in the University Museum's collections include personal and sensitive data. Personal data are subject to the EU's **General Data Protection Regulation** (2016/679), which took effect on 25 May 2018, and the Finnish **Data Protection Act**, which took effect on 1 January 2019. The above Act lays down provisions on certain exceptions and specifications regarding the General Data Protection Regulation (GDPR), for example, the reconciliation of freedom of expression with the protection of personal data. The processing of personal data at the Helsinki University Museum is based on Article 6, paragraph 1 (e) of the GDPR: "The processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller". In addition, section 4, subsection 3 of the Data Protection Act stipulates that personal data can be processed when "the processing is necessary for scientific or historical research purposes or statistical purposes and it is proportionate to the aim of public interest pursued". The processing of special categories of personal data (i.e., sensitive data) is also permitted on this basis. The GDPR and the Data Protection Act impose stricter limitations on the use of personal data than previous legislation, and some have feared that making materials available to the public and researchers will become more difficult.

In spring 2019, a set of Finnish-language instructions on data protection in the library, archive and museum sector was published online to issue recommendations on practices for processing materials that include personal data in libraries, archives and museums.

The instructions also note that the protection of cultural heritage is founded on section 20 of the Constitution of Finland: "Nature and its biodiversity, the environment and the national heritage are the responsibility of everyone." In 2018 Finland ratified the Council of Europe Framework Convention on Cultural Heritage for Society (Faro Convention), which defines cultural heritage as "a group of resources inherited from the past which people identify, independently of ownership, as a reflection and expression of their constantly evolving values, beliefs, knowledge and traditions" (Article 2).



Artist Viggo Wallensköld in his temporary office in Porthania together with his portrait of Professor Erkki Havansi as well as the Faculty of Law publication with orange covers appearing in the portrait. Photo: Timo Huvilinna, 2013.

Furthermore, the above instructions underline the differences between the roles of controller and processor of personal data, as defined in the Data Protection Act. If certain material has been brought under the ownership of a library, archive or museum, the organisation in question is deemed the controller of the personal data included in that material. However, if the material has been deposited in the organisation, it is considered the processor of such data. The controller's responsibilities and obligations are more extensive than those of the processor.

The Act on the Openness of Government Activities (621/1999) stipulates that a document which is secret for the protection of private life shall be kept secret for 50 years after the death of the person whom the document concerns or, if

the time of death is unknown, for 100 years. On the other hand, the GDPR does not apply to the personal data of deceased persons, which suggests that photographs of such persons can be processed. In addition to legislation, however, the rules of good conduct restrict the use of, for example, photographs of people participating in private leisure activities.

Global impact in interaction

The **Strategic Plan of the University of Helsinki** for 2017–2020 is entitled ‘Global impact in interaction’. In accordance with its strategic plan, the University will help to build a better world by involving itself more actively in the resolution of global problems. The University’s three strategic objectives are as follows:

1. A creative, international environment for learning and top-level research
2. Focus on the student
3. Resources for reform

The Helsinki University Museum has also set international activities as its objective. The University Museum’s main exhibition showcases the University of Helsinki’s international activities through the ages, and the University Museum is involved in international organisations and networks in the museum sector, including the University Museums and Collections (UMAC) committee of the International Council of Museums (ICOM), the Universeum network of European university museums and collections, and the European Association of Museums of the History of Medical Sciences.

In accordance with the University of Helsinki’s strategic plan, the University Museum has placed the focus on the student in both its exhibitions and other activities. The Centre for Astronomy at the Helsinki Observatory aims to educate future scientists, and the Helsinki University Museum’s main exhibition, opened in 2015, concentrates on the history of university students and studying. Cooperation with the discipline of museum studies has also been close and is continuously developed.



A man belonging to the Finnish Red Cross ambulance crew sitting on a donkey during the Russo-Japanese War in Manchuria, China. The photo was taken in 1905 by the future professor Richard Faltin, who worked as a military surgeon.

The University Museum is keen for students of all disciplines, not just museum studies, to acquaint themselves with the collections and use them as source material for their theses. The collections of craft science, medicine and dentistry as well as the classical collection and the sculpture collection have traditionally been used in teaching.

2. Collections

Expansion of collections

The collections of the Helsinki University Museum are expanded with material connected to the general history of universities and scholarship, the University of Helsinki's research, teaching, studying, properties and student life, as well as

to individuals that have worked at or otherwise influenced the University. Although the focus is on the University of Helsinki, the University Museum can, as an information centre focusing on academic history, also record material relating to other universities and institutions of higher education. The medical, veterinary, dental and craft science collections as well as the art and classical collections can also be expanded with other supplementary material because the history of these collections differs from that of the collection of academic history. The recording responsibilities of the Helsinki University Museum also encompass the old museum resources of the Hospital District of Helsinki and Uusimaa (HUS) clinics, particularly material dating back to the period before 1 March 1958 (when the Helsinki University Central Hospital HUCH was established), but also, on a case-by-case basis, more recent material supplementing the medical history collection. The HUS museum collections were inventoried in 2018 and 2019, and the division of related responsibilities between HUS and the Helsinki University Museum will be discussed later on.

The Helsinki University Museum is involved in the collaborative network of professional museums focusing on documentation and collection work (TAKO), in which the University Museum is responsible for research, teaching and student life at the University of Helsinki (pool 6: Art, learning and experience). The University Museum has also cooperated with pool 2 (Individual, community and public life) since 2018.

If material offered to the Helsinki University Museum is not suitable to its collections, the University Museum will refer it, where possible, to other collections and museums. For example, the University Museum can instruct those offering archive material relating to the University to contact the University's Archives and Registry, while books can be offered to the National Library of Finland or Helsinki University Library, and textiles not associated with craft teacher education or the discipline of craft science to the Craft Museum of Finland.



Notes on the lectures of Eino Kaila, professor of theoretical philosophy, on the psychology of personality, from the spring term of 1937. Photo: Timo Huvilinna, 2017.

The head of collections decides, together with the collections team, on the receipt of material. In the case of particularly extensive or significant donations, the director of the Helsinki University Museum makes the final decision. Before the decision, the member of the collections team coordinating the matter acquaints him- or herself with the material and assesses its significance and condition. If necessary, external experts (e.g., researchers familiar with the topic or colleagues from other museums) can be contacted for their opinion.

The collections of the Helsinki University Museum are usually expanded through donations or internal transfers from the University's campuses. In addition, the campuses hold a great deal of museum material that the Helsinki University Museum has so far been unable to inventory. In conjunction with relocations, the University Museum aims to ensure that valuable material remains at the campuses or, if necessary, that such material is transferred to the University Museum for inclusion in its collections.

The Helsinki University Museum can borrow images from within the University or private individuals for reproduction for its collections. In such cases, a written agreement on the user rights for the images is concluded with the relevant unit or individual. The University Museum also purchases books, but rarely photographs or, in particular, objects.

Donations of, for example, objects, works of art, photographs or archive material are always documented with a deed of donation or other equivalent agreement. The owner of material transferred from within the University is always the University of Helsinki, which means that an agreement on accessioning such material into the University Museum's collections is not necessary from a legal perspective. However, because agreements on all material facilitates the management of collections, it is recommended that such agreements be concluded. The Helsinki University Museum only accepts deposits in exceptional cases and requires a clear agreement on the maintenance of deposited material, with information, for example, on the payment of the necessary conservation costs.

The University of Helsinki art collection is mainly expanded with donations. The most quickly expanding collection, the Galleria Academica, grows at an annual rate of 5–12 works as a result of portrait fundraising campaigns at faculties. The University rarely acquires other works of art. The Helsinki University Museum plays the role of a consultant in these acquisitions.

Where possible, the University Museum also records books relating to its field. Most books are received as donations, but some are also purchased. Many of the books added to the collections are free copies that feature images of items from the University Museum's collections.

Audiovisual material is acquired on a discretionary basis. The Helsinki University Museum is unable to maintain the equipment required for the appropriate care of an archive of non-digital audio and video recordings.



Busy times for the University's petty cash services at the beginning of the academic year. Photo: Yrjö Lintunen, 1950–52.

In future, attention must focus on the following:

- Recording of contemporary and recent history through objects, photographs and documentation (photography and interviews); material from after the 1940s and 1950s is underrepresented in the collection of objects, as is material from after the 1950s in the collection of photographs.
- Recording of past and present aspects of studying, student life and student organisations.

- Recording the history of research fields that are poorly represented at the University Museum, such as the humanities and theology.
- Recording of material relating to higher education, teaching and research in medicine, dentistry and veterinary medicine; for historical reasons, the collections in these fields currently focus on professional practice.
- Expansion of images related to nursing and medical treatment in the medical photograph collection.



The 2017 maternity package. Photo: Timo Huvilina, 2018.

As a rule, the Helsinki University Museum does not accumulate the following:

- Material under the recording responsibility of the Finnish Museum of Natural History, such as animal, plant or geological specimens.
- Agricultural objects; as a rule, those offering objects related to the history of agriculture should contact the Finnish Museum of Agriculture (Sarka).
- Material already well represented in the University Museum's collections; however, in exceptional cases such material can be included in the working collection for use in exhibitions and workshops.

- Material in poor condition, unless it is of particularly high value in terms of scholarly or cultural history.
- Material hazardous to the staff or other collections (e.g., chemical substances or objects containing asbestos) if there are no facilities or resources for their safe storage and handling.
- Material with highly deficient contextual and provenance details that cannot evidently be confirmed.
- Material whose ownership is unclear; however, if such material, such as works of art displayed at the campuses, is accessioned, its ownership must be established, where possible.
- Administrative archive material; the University Museum can accept archives that supplement its collections, but other archive material is referred, for example, to the University's Archives and Registry.
- Old medical literature and textbooks; those offering such material can be asked to contact, for example, the Meilahti Campus Library Terkko, the Seinäjoki hospital museum or the National Library of Finland. The Helsinki University Museum can accept works of medical history.
- Human remains; the University Museum can decide on a case-by-case basis whether to store, for example, human remains that supplement a collection of dental samples or similar items.

History of the collections

The Helsinki University Museum was established in 2003 by merging the previous University of Helsinki Museum, which focused on the history of the University of Helsinki, with the museum of medical history, the museum of veterinary history, the museum of dentistry and the collections of the craft teacher programme. Prior to the merger, from 1995 to 2001, an advisory council for the University of Helsinki's museums and collections promoted cooperation between the University museums and planned the future of the above museums and collections. The goal was to establish a single museum alongside the Finnish Museum of Natural History to showcase the history of research and scholarship.



Blowpipe and related tools used by geologists. The blowpipe was used for quick mineralogical analyses in the field. Photo: Sanna-Mari Niemi, 2014.

The **University of Helsinki Museum**, the predecessor of the Helsinki University Museum, was established in 1978 when a museum curator began to collect and document museum objects in the storage facility on the 3rd basement floor of the Administration Building.

The University's historical objects had been surveyed in a project-like manner as early as 1974 when the rector requested that all departments report their historically valuable materials, and an art history student was hired to inspect and catalogue these materials. A total of 659 objects were documented in this survey, mostly old museum furniture and research equipment. As a result of a drive to collect museum material in 1978, various items were relocated to the facilities of the University of Helsinki Museum. These included the charter of the

Academy of Turku, the Academy's silver sceptres from the year of its establishment in 1640 as well as a physics cabinet containing observation and teaching instruments. The oldest and most valuable part of the physics cabinet was transferred from the Department of Physics to the University of Helsinki Museum between 1979 and 1982, with the remainder of the collection following suit when the Department moved to Kumpula in 2001. The physics cabinet contains 776 objects.

The exhibition of academic history was initially opened in 1973 in the basement of the University's Administration Building, where it was open to the University's visitors and other information seekers, mainly groups, by appointment. Occasionally, the University of Helsinki Museum experimented with regular weekly opening hours, but this information never reached the public. During the 1990s, it became customary for the University of Helsinki Museum to be open on the day of the University's anniversary celebration, the International Museum Day and the first day of the University's academic year.

The roots of the University of Helsinki Museum's photograph collections go back to the photographs transferred from the University's Department of Art History, PR and Press Office and Technical Department. Later, photographs received from other University units or donated by private individuals and communities were also added to the collections. The most significant purchases were Yrjö Lintunen's photographs from the early 1950s for the Alma Mater book, some of which were taken using photographic plates, and Veikko Somerpuro's photographs from the late 1990s and early 2000s for the Yliopisto and Yliopistolainen magazines. Significant donations have included the photograph collections of the Pohjois-Pohjalainen Osakunta and Eteläsuomalainen Osakunta student associations. The oldest photographs in these collections date back to the late 19th century.



A root canal being performed on a horse at the Veterinary Teaching Hospital. Photo: Veikko Somerpuro, 2003.

The responsibilities of the University of Helsinki Museum also included the care of Finland's largest portrait collection, the **Galleria Academica**, and other works of art. The history of the portrait collection began in 1652 when Governor-

General Per Brahe, chancellor of the Royal Academy of Turku, donated his portrait to the Academy library. Sixteen portraits dating back to the Turku Academy have survived to this day. The oldest portraits in the collection were destroyed in fires in 1738 and 1827. A total of 130 portraits from the period in which Finland was an autonomous part of the Russian Empire (1809–1917) survive to the present, and the collection includes more than 650 portraits from the 20th century.

Part of the art collection was acquired by the University for its Art Room to support teaching. In the early 19th century, the University primarily acquired plaster sculptures, lithographs and model drawings. In 1842 the University purchased 10 oil paintings by Alexander Lauréus, of which **The Feast of St. Louis in Paris I** was deposited with the Ateneum Art Museum in 1926. The art-historically significant landscape painting **Road in Häme (A Hot Summer Day)** was acquired in the 1860s from Werner Holmberg, a representative of the Romantic school of painting and a former student of the Art Room. This work has also been deposited with the Ateneum.

In the late 19th century, works were purchased from both teachers and students of the Art Room. Artist and drawing instructor Eero Järnefelt acquired numerous works of art for the Art Room in the 1910s, some from foreign artists. A significant addition to the University's art collection came in the 1950s when approximately 50 works were purchased for the University's guest rooms. Later, the art collection grew through occasional purchases and donations, such as the 17 works of art in the Ernst and Ines Nevanlinna honorary scholarly home which were donated to the University of Helsinki in 1963. The collection of gifts established in conjunction with the University of Helsinki's 350th anniversary in 1990 also includes some works of art.



Olga Gummerus-Ehrström, 1908: Self-portrait. Photo: Timo Huvilinna, 2012.

The **collection of architectural plans** was put together at the University of Helsinki Museum in the 1980s by collecting historical construction drawings of University properties from departments and storing the historical section of the Technical Department's archive of construction drawings at the University of Helsinki Museum. In 2003 the collection contained roughly 1,300 plans of University properties from the 19th and 20th centuries. The collection had primarily grown through transfers from University departments and the Technical Department, although some material had also been donated.

When the new Helsinki University Museum was established in 2003, the collections of the University of Helsinki Museum included 4,280 objects, 16,353 photographs, 10 metres of shelf space filled with archive material, 2 metres of

shelf space occupied by audiovisual material, some 1,300 architectural plans and approximately 2,000 books.

Established in 1937, the **museum of medical history** originally occupied two spacious rooms on the top floor of the University of Helsinki's Main Building. These museum collections were destroyed, however, in bombing raids in February 1944.

In 1955 the Finnish Medical Association proposed the re-establishment of a museum of medical history at the University of Helsinki. The collection of objects from old provincial and general hospitals and elsewhere began in 1958. The objects were temporarily placed in the basement of the Department of Anatomy to await new museum facilities.

The facility question remained unresolved for a long time. To promote this cause, the *Amici Historiae Medicinae* (later the Finnish Medico-Historical Society) was established in 1961. Appropriate exhibition facilities were eventually found at the Helsinki Surgical Hospital, in the building of a former isolation ward. The museum objects were moved there in 1968, and the University of Helsinki's institute and museum of medical history was opened to the public two years later. The museum of medical history relocated in 1990 to the Arabia business centre on Hämeentie and later in 2003 to the Arppeanum building of the Helsinki University Museum. Over the years, the collection of the medical history museum has suffered damage due, for example, to poor storage conditions and numerous relocations undertaken with inadequate resources.

In 1970 the museum of medical history and the Radiological Society of Finland took action to establish an X-ray museum in Finland. The cooperation led to the creation of an extensive collection of objects, and in 1977 a section of X-ray and radiation safety and security was established under the auspices of the museum of medical history, but the planned X-ray museum was never established.

The collections of the museum of medical history include treatment instruments, furniture and containers acquired from hospitals throughout Finland as well as instruments and equipment used for medical, nursing and dental treatment and examination, donated by private individuals. The

collections also include several nurses' uniforms and badges, X-ray equipment and medals as well as book plates previously owned by healthcare professionals. Medical collections relating to the history of the University of Helsinki include the 'Ylppö's children' collection of waxworks as well as the miniature collection of the department of hygiene. Private donors have played a major role in the formation of the collections, particularly since the 1970s.



Nursing staff of the Viipuri military hospital performing a procedure on a patient in the 1920s or 1930s.

The photograph collection of the museum of medical history contains photographs of Finnish hospitals, doctors and nurses, photographs depicting wars in the 20th century, and photographs of nurses' training, clinical work and nurses' and doctors' conferences. The collection also includes more than 80 photo albums.

The library of medical history contains historical reviews of hospitals, care institutions, medical associations and companies as well as biographies and books of medical history. In addition, the library features old medical

publications and textbooks, books on health education and serial publications. The library collections have primarily grown through private donations.

The archive of medical history contains the personal archives of doctors and nurses, archive material from hospitals, newspaper clippings, and unpublished theses.

The collections of the **museum of veterinary history** mostly come from the museum established by the Finnish association of municipal veterinarians on the occasion of its 50th anniversary in 1973. The Finnish Veterinary Association was previously responsible for the collections, but it relinquished them to the College of Veterinary Medicine in conjunction with the association's 100th anniversary in 1992. In 1995 the College became the University of Helsinki Faculty of Veterinary Medicine, and the museum was merged with the Helsinki University Museum in 2003.

The objects included in the collections of the museum of veterinary history have mostly come from private donors. The bulk of the collections consists of tools and instruments used by veterinarians. In addition, the collections contain some medicinal products, laboratory tools and instruments related to food and environmental hygiene, and teaching charts, miniatures and awards used for educational purposes.

The photograph collections of veterinary history, mostly based on private donations, consist of portraits of veterinarians, photographs of studies outside Finland and photographs depicting the College of Veterinary Medicine.

The collections of the library of veterinary history comprise approximately 14 metres of shelf space, including old veterinary books and textbooks. The archive of veterinary medicine includes the personal archives of several veterinarians, archive material from various associations, and material on food hygiene.



Anatomical model of a horse's head. Photo: Katariina Pehkonen, 2014.

The **museum of dentistry** was established in 1979 when the Institute of Dentistry moved from Fabianinkatu to Ruskeasuo. The museum was run by volunteers and its exhibition was opened in 1982.

Initially, the museum collection grew mostly with objects from the University's dental clinic, but over the years the museum received a considerable number of donations from private dentists. As a result, a significant part of the collection is now based on private donations. In 1986 the Oy DentalDepot Ab company donated its museum collection, including both DentalDepot instruments and donated items, to the museum of dentistry.

In 2003 some of the objects were transferred to the Helsinki University Museum's new permanent exhibition in the Arppeanum building, and in 2014 some of them were again moved to the collection facilities. Dental archive material was relocated from the Helsinki University Museum to the University's Central Archives in 2016.



Facility for storing the collection of the museum of dentistry in the Ruskeasuo district of Helsinki. The facility will be vacated in 2020. Photo: Henna Sinisalo, 2014.

Tools and treatment units used by dentists are well represented in the collections. The objects, originating from the University's dental clinic, include teaching tools, students' clinical assignments, and prototypes created in conjunction with the development of an orthopantomography unit. The photograph collection of the dental museum mostly contains photographs taken in the facilities of the dental clinic on Fabianinkatu and photographs relating to DentalDepot. The dental photograph collection was moved from Ruskeasuo to

the Helsinki University Museum's archive facilities in 2012. The photographs have not been catalogued.

The **collections of the craft science programme** include practical assignments completed by craft teacher trainees in the decades following the establishment of the Helsinki craft teacher school as well as equipment, supplies, clothes, accessories and furnishing fabrics received as donations over the years. The oldest textiles are from the early 19th century. In 1975 the craft teacher programme was moved to the University of Helsinki, where it was placed at the Department of Education, Faculty of Philosophy.

When the Department relocated from Helsinginkatu to Siltavuorenpenger in 2002, the collections were transferred to the University of Helsinki Museum (as of 2003, the Helsinki University Museum). At the time, the collections included some books and archive material, but few photographs apart from certain slides used in teaching. Uncatalogued material transferred to the University Museum occupied some five metres of shelf space.



A long summer-style evening dress from the Riitta Immonen Sport line, included in the University Museum's craft science collection. Photo: Salme Vanhanen, 2015.

The **Observatory collection** was moved from the Department of Astronomy to the Helsinki University Museum in 2010 when the Department was merged with the Department of Physics of the Division of Geophysics and Astronomy at Kumpula Campus. In 2010 the collection contained 452 objects and a few photographs. Fifty-four objects were removed from the collection in 2013.

The Helsinki Observatory was built between 1831 and 1834. The building was designed by architect Carl Ludvig Engel (1778–1840) and Professor of Astronomy Friedrich Wilhelm August Argelander (1799–1875). The innovative building served as a model for other observatories in Europe. After a recent renovation (2011–2012), the Observatory building has been home to the Helsinki University Museum's Centre for Astronomy. The large pieces of astronomical observation equipment in the Observatory's Meridian Room remain in their original places, and old research devices are on display.

The **Agricultural Museum** was brought under the Helsinki University Museum at the beginning of 2012. The history of the Agricultural Museum stretches back to the early 20th century when Gösta Grotenfelt, professor of agriculture, began to collect agricultural museum objects, first in the facilities of the Mustiala agricultural institute and then in those of the Finnish agricultural research institution in Tikkurila.

The collections were officially brought under the administration of the University of Helsinki in 1938 when a two-storey building, designed by Jussi Paatela, was completed in Viikki for the Agricultural Museum. The museum exhibition was open to the public from 1946 to 2012. Housed in a building designed for the purpose, the exhibition focused on the collection of pre-machine age agricultural tools of value to Finland and its academic history. The museum collection included some 3,000 agricultural objects.



The collection of the Agricultural Museum contains tally sticks on a rack. The days of work completed by a day labourer were marked with notches on a two-piece tally stick, of which one piece was given to the labourer and the other to the employer. At the end of the day, the pieces were fitted together, and a notch was cut into both to indicate the completion of a day's work. Photo: Maria Tukia, 2016.

The responsibility for the administration of the **art-historical sculpture collection** was moved from the discipline of art history to the Helsinki University Museum in 2014. The collection has primarily grown over the course of the 1800s. The first three sculptures, the Laocoon Group, the Belvedere Apollo and the Diana of Versailles, were acquired in the 1840s using funds raised by students. The sculptures were on display in the first art exhibition held in Finland, in the University's Art Room in 1845. The idea of acquiring plaster casts of classical sculptures for the collections of the Imperial Alexander University during the Grand Duchy period under the Russian Empire (1809–1917) was first proposed in the 1830s–1840s by Nils Abraham Gylden, an assistant in classical philology, who had been inspired by similar collections in Germany.



Part of the art-historical sculpture collection in the study facility of the discipline of art history on the fourth floor of the University's Main Building. Photo: Timo Huvilinna, 2018.

The expansion of the sculpture collection continued in 1869 at the behest of C. G. Estlander, professor of aesthetics. Similar collections were typical for European universities. The aim was to increase understanding of art, aesthetics and history through copies of classical sculptures. The acquisitions were also associated with attempts to nurture Finnish learning and teaching.

The first purchases were made in Paris, at the Louvre, in 1871 with assistance from Adolf von Becker, a teacher at the University's Art Room. Sculptor Carl Eneas Sjöstrand put the sculptures together and gave them the finishing touches in Finland. The sculpture collection was presented to the public in 1873 in the Imperial Alexander University's new laboratory and museum building, the Arpeanum. A total of 49 classical sculptures' copies were placed on display. The last acquisition, a copy of the Elk's Head of Huittinen, was made in 1912.

Collections in 2018

The collections of the Helsinki University Museum comprise artefacts, photographs, books, archival material, audiovisual material, works of art and architectural plans. The collections encompass approximately 130,000 objects, of which about 2% are on display in exhibitions or on campuses. Separate components include the Galleria Academica portrait collection, the collection of other works of art, the collection of academic and scholarly history, the furniture collection, the collection of architectural plans, the sculpture collection, the classical collection, the collection of the museum of medical history, the collection of the museum of veterinary history, the collection of the museum of dentistry, the collection of social services and healthcare material, the craft science collection, the Observatory collection and the Agricultural Museum collection.

Annual statistics on new material are collected in accordance with material types defined in the collection management system. Architectural plans are included in the category of objects. The objects catalogued in the collection management system and shown in the statistics below may include objects that have previously been included in the collections but have only now been catalogued, or they may be donations or intra-University transfers received by the University Museum in the year in question.

Collection statistics 2018

	Entered into the Akseli database in 2018	In the Akseli database at the end of 2018	Uncatalogued	Total	In the public portal in 2018 (Arjen historia/Finna)
Objects	638	28,355	18,000	46,355	4,970 (17.5% of all those in the database)
Works of art	35	1,614	14	1,628	271 (16.8%)
Photographs	1,395	29,063	33,100	62,163	6,445 (22.2%)
Books	53	3,100	272 metres of shelf space	380 metres of shelf space	2,828 (91.2%; Arjen historia only)
Archives	36	207	55 metres of shelf space	120 metres of shelf space	-

The University's **art collection** includes the extensive **Galleria Academica** portrait collection as well as other works of art and sculptures. Most of the works, some 80%, are on display in various University properties. The art collection primarily grows through donations. Only a small number of portraits and other art works have been purchased by the University. The Helsinki University Museum coordinates the restoration of the works and is responsible for their cataloguing, placement on campuses and providing loans to external parties, such as other museums for exhibitions.

The bulk of the portraits are paintings, but the collection also includes sculptures, drawings and photographs. The portrait collection grows by 5–12 works each year as a result of fundraising campaigns at faculties. Currently (May 2019), the portrait collection includes 1,105 works. All new donations and acquisitions are documented and catalogued in the Helsinki University Museum's database if the person or unit responsible for the acquisition informs the University Museum. The most recent systematic inventory of the portraits took place in the early 2000s.

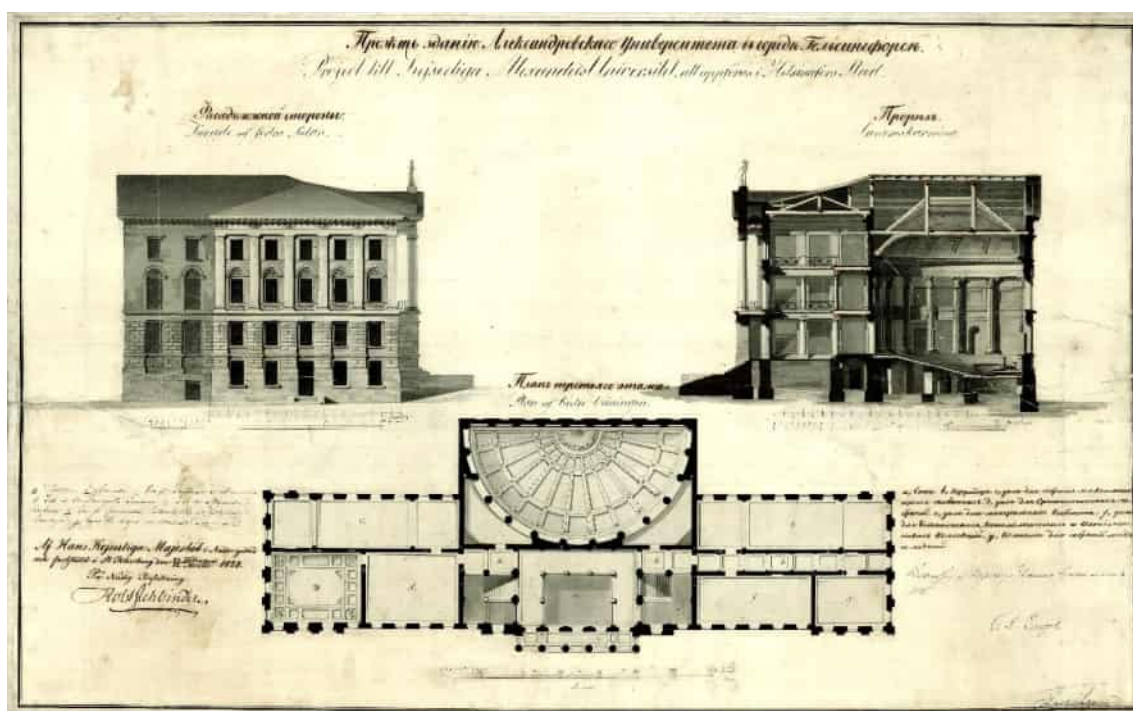
In addition to the portraits, the University's art collection includes some 570 other works (May 2019). The biggest sub-collections are the Art Room collection, the collection of the University's guest rooms, and the Ernst and Ines Nevanlinna collection. The most recent separate acquisitions of art works took place in 2010 (from Kaisu Koivisto), 2012 and 2016 (from Santeri Tuori) and 2015 (from Heikki Marila). Also on display in the University facilities are approximately 1,000 publicly owned works of art placed by the State Art Commission, which is also responsible for their care.

In 2014 an **art-historical sculpture collection** containing 136 sculptures and previously managed by the discipline of art history was brought under the Helsinki University Museum's administration. The collection includes 78 classical, 52 Renaissance and three early Christian plaster copies as well as one Finnish and two Asian plaster copies.



Riikka Lenkkeri's 2004 portrait of Pirkko Antila, professor of dairy science. Photo: Timo Huvilinna, 2012.

The Helsinki University Museum has an extensive and valuable **collection of architectural plans**, including original drawings of most of the old properties used by the University and built specifically for it. The oldest plans are C. L. Engel's drawings of the University's Main Building, the Observatory, the University Library (now the National Library of Finland) and the Old Clinic (Unioninkatu 37). The collection of architectural plans mainly expands with



Architectural plan by C. L. Engel: Imperial Alexander University, 1828. The drawing shows the building's southern facade, its section and the third-floor plan. The section drawing features part of the building's solemn vestibule and the Great Hall.

drawings transferred from the University's Facilities and Properties sector. The collection includes 3,400–3,500 plans, of which 3,200 have been catalogued in the database.

The **collection of academic and scientific history** contains, for example, research equipment and objects, furniture, photographs and books relating to academic festivities, student life and the history of academic administration. Instruments and equipment used in teaching or research have been moved to the University Museum's collections from such disciplines as physics, chemistry, physiology, geology and astronomy. The material held by the former University of Helsinki Museum forms the foundation of the collection, which grows continuously through both intra-University transfers and donations from external parties. Most of the objects are in good condition. The focus is on the natural sciences because material relating to teaching and research in, for example, the humanities and theology mostly consists of written resources located in archives and libraries.

The most significant sub-collections in the collection of academic and scientific history are the physics cabinet, the classical collection and the Observatory collection. The collection of classical objects is the result of several private donations and also includes the collection of the discipline of classical philology (now classical languages and cultures). The approximately 400 objects belonging to the collection include vessels, ornaments and lamps. Part of the collection is on permanent display in the facilities of the discipline of classical languages and cultures in the Metsätalo building. The Observatory collection was transferred to the Helsinki University Museum in 2010. It consists of roughly 330 pieces of astronomical research and observation equipment, of which the oldest date back to the 1700s.



Star photograph on a glass plate. The Orion Nebula (Messier 42) photographed with the double refractor of the Helsinki Observatory over a period of six hours. Photo: Ragnar Furuholm and Alan Franck, 30 January 1911.

The library of academic history consists of literature relating to the history of Finnish and international universities, the history of science and learning, student life, art, architecture and museum studies. Because the library has mostly grown through occasional donations, it is not comprehensive and only serves as a reference library for the staff of the Helsinki University Museum rather than being open to the public.

The photograph collection of academic history contains photographs of people and properties as well as photographs depicting teaching, research, studying, student life and traditional academic festivities. The collection has grown through donations, acquisitions and transfers within the University. The University Museum also strives to document University properties as well as events associated with the University by photographing them.

The University Museum has also catalogued in its collections furniture that is still in use. The purpose is that pieces of furniture belonging to the original décor of historical properties remain in their original locations. The University Museum participates in decisions on the restoration or re-positioning of such valuable furniture. If no suitable location can be found, the University Museum can, on a case-by-case basis, accession furniture into its collections.

The working group established by the rector to consider the future of the **Agricultural Museum**, which at the time operated under the auspices of the Faculty of Agriculture and Forestry, published its report on 9 October 2011. The report stated that the continuation of operations as before was impossible, but the further exploration of options was postponed. The Agricultural Museum was brought under the Helsinki University Museum at the beginning of 2012, and its exhibition was closed due to the scarcity of resources. To provide background material for the group's work, a fixed-term project employee had inventoried the objects on display (approx 20% of the collection) in the Agricultural Museum's upstairs exhibition by taking photographs. The retired museum director provided expert advice by taking part in interviews, and the transcribed interviews were stored in the Helsinki University Museum's collections. The inventory photographs (approx 700) have also been entered into the Helsinki University Museum's Akseli database. The inventory project was too short for

reviewing the machine-age objects in the downstairs exhibition or the objects in various storage spaces.

The collection of the Agricultural Museum was not catalogued in the Helsinki University Museum's collections because the working group decided in its memorandum to postpone exploration of the option of transferring all or part of the collection to another museum. The only exception was the valuable collection of Anton Ravander-Rauas's animal sculptures, some of which were conserved between 2013 and 2016. The sculptures were moved to the Helsinki University Museum's collection facilities in 2014 and accessioned into the art collection in 2018.



Nopsa, a record-breaking cow. A statuette by sculptor Anton Ravander-Rauas, 1958. Photo: Timo Huvilinna, 2015.

In December 2015 two drain leaks in the Agricultural Museum's building caused major mould contamination. Thanks to compensation from the insurance provider, the core of the collection stored in the building (about 1,500 objects) could be rescued and cleaned in 2016, and the Finnish Museum of Agriculture (Sarka) accepted these objects as a donation. The collection donated to Sarka

also included photographs and archive material. The collection was moved to Sarka in 2018. The Helsinki University Museum also incorporated a small number of objects and photographs into its own collections. The remaining 1,000 objects were deaccessioned due to their poor condition, difficulties in cleaning them, the lack of contextual information and the high number of objects of the same type. However, some 500 objects in the collection that were not included in the rescue and cleaning operation still remain in other facilities. The purpose is to survey and clean these objects and move them to Sarka in 2019 and 2020.



Helmi Biese, 1921: Vanha mänty ('Old Pine'). Biese donated the painting in 1931 to the Helsinki Craft School, where she had a long career as a drawing teacher. The painting went missing for a while, but was found in 2015 in the basement facilities of the discipline of craft science and was recorded in the University Museum's collections. Photo: Timo Huvilinna, 2017.

The **craft science collection** continues to grow mostly through private donations. The Helsinki University Museum has only accepted material

connected to craft teacher education or the discipline of craft science at the University of Helsinki. Cooperation with craft scientists familiar with the University Museum and its collections has been close, and the collection has been used in both teaching and research.

In 2018 just under 8,000 objects included in the craft science collection had been catalogued in the collection management system. The photographs in the collection were transferred to the Helsinki University Museum from the facilities of the discipline of craft science in 2015, and more than 300 photographs have since been digitised, with approximately the same number still to be digitised (2018). New donations are accepted only in special cases because cataloguing is very slow with the current resources.

The collections of the **museum of medical history**, the **museum of veterinary history** and the **museum of dentistry** have not grown since the establishment of the new Helsinki University Museum in 2003. Accordingly, the names of the collections refer to those of the collections accumulated before the museums were merged. However, because the collections of the University Museum include numerous objects, photographs, books and archive material of a similar nature as those included in the above collections, it was decided in 2017 to establish a **collection of social services and healthcare material** to describe the resources acquired after 2003. Some of the items in this collection have been transferred from the University's faculties and departments, but the University Museum has received the majority as donations from private individuals and hospitals. Extensive sets include the collection of objects donated to the University Museum by the Lapinlahti Hospital in 2005, the collection of photographs and archive material that belonged to Karolina Eskelin (1867–1936), DMedSc, and was donated to the University Museum in 2011, and the collection of objects and photographs donated by the museum of the Lastenlinna children's hospital in 2016.

The **Observatory collection** has not officially expanded, but certain separate additions have been made since 2010. Such material has originally been located at the Observatory, but later been moved to, for example, Helsinki University Library when the Department of Astronomy and its library relocated to Kumpula

in 2010. The material has since been 'restored' to the University Museum's collection.

3. Collection management

Cataloguing

The cataloguing of material accessioned into the collections is based on principles generally accepted in the museum sector. According to the ICOM guidelines, documentation (or cataloguing) should include a full identification and description of the object as well as information on its origin, condition, handling and current location. This information must be securely retained and be available with a search engine that staff and other appropriately authorised individuals can use to access the information.

A donation agreement specifying the donated material must be concluded for all donations made to the Helsinki University Museum. Donation agreements and any other relevant documents are permanently stored in the University Museum's archive. The material is accessioned into the collections as soon as possible by creating a new record number in the database in which individual objects representing different material types are catalogued. At present, the Helsinki University Museum has inadequate human resources to be able to catalogue all material received. In the past several years, the University Museum has had the funds necessary to hire one or two trainees for collection work, such as cataloguing. Permanent staff aim to catalogue material included, for example, in exhibitions or provided to others on loan. Material has also been catalogued on a project basis.

Since 2010 all material has been catalogued in the E-kuva Akseli collection management system based on open source code, which is used by a consortium of several museums and archives. The aim for 2019 was to begin using an updated version of Akseli, known as Collecte. Some material is made available



The Helsinki University Museum's relocation team enters information on objects into the collection management system in the Teollisuuskatu collection facilities, which were relinquished in 2014. Photo: Asta Pyysalo, 2014.

online through Akseli/Collecte to the arjenhistoria.fi portal, from which it is further transferred to the Finna search service of Finnish museums, libraries and archives.

Past and present cataloguing activities at the Helsinki University Museum

The objects and photographs of the previous **University of Helsinki Museum** were catalogued in a separate entry book (objects as of 1974 and photographs as of 1978) and on cardboard slips. The catalogue numbers were marked on objects in paint, on photograph prints with a pencil, and on negatives and slides with an archival marker. The digitisation of collection data began in 1988 with

the entry into a dBase database of catalogue information on the portrait collection. Photographs of the portraits could not yet be entered into the database. Portrait information and the card index of the archive of architectural plans were entered into an Access database in the late 1990s. In 1992 a more modern database known as Finsca (later Mopsi) was introduced. It also included a catalogue card for photographs. The first items to be entered into the database were photographs, followed by objects as of 1997. For a long time, the University museum only had a manual card index of the books included in its reference library, but the information was entered into Access databases in early 2000s. All Helsinki University Museum collections were catalogued in the Sipi collection management system in 2008 and 2009 and in the Akseli collection management system as of 2010.

The collection of objects of academic history is now fairly comprehensively catalogued. The aim is to catalogue new objects as soon as possible after their receipt. Most of the items in the photograph collection of academic history have also been catalogued, with approximately 2,500 photographs remaining uncatalogued.

A manual card index of the architectural plans was created in the 1980s and later supplemented. These data were entered into an Access database in the 1990s and later converted into the Akseli database. The aim is to review the converted data and supplement them where possible.

The **museum of medical history** kept a limited card index of its objects in the 1960s. In 1970 the museum began to record some donations in a separate entry book and stopped maintaining the card index. Badges with information on provenance were attached to some objects. In 1978 a total of 336 objects included in the X-ray collection were catalogued, and a further 71 objects were catalogued in 1984. Some of these objects have since been deaccessioned.

The photographs in the collection were mostly uncatalogued, although some of them had been organised by topic. Some of the framed photographs, those glued on cardboard and those in albums had, however, been recorded on a total of 294 index cards.



Albert Edelfelt, 1889: Zacharias Topelius. Topelius was professor of history and rector of the University of Helsinki in the 1850s–1870s, but he was also a well-known writer in his own right. In this portrait, a plaster relief of the Finnish national poet J. L. Runeberg hangs on the wall just above Topelius’s proper left shoulder. Photo: Timo Huvilinna, 2007.

The books in the collection were catalogued on cardboard slips until the 1990s, when the cataloguing was discontinued due to scarce resources.

The approximately 400 objects displayed in the permanent exhibition at Arppeanum were photographed and catalogued in Mopsi in 2005 and 2006. The collections of medical history were partially catalogued in the Sipi collection management system in 2008 and 2009 and the Akseli collection management system as of 2010. The poor cataloguing situation of the collection of objects relating to medical history improved as a result of an inventory project from 2012 to 2014 when the collection was organised, the objects were packed in the manner according to museum standard and basic information on the objects was entered into the collection management system. The cataloguing situation also improved following collection transfers in 2014 and 2015. Some of the previously inventoried objects received permanent numerical identifiers, and objects were also re-photographed.

In June 2018 Akseli contained roughly 3,600 catalogued or inventoried objects and 890 photographs belonging to the former museum of medical history. However, parts of the collection have still not been subjected to detailed cataloguing, including their measurement and examination and the assignation of numerical identifiers.

Information on objects included in the **collection of the museum of dentistry** had originally not been recorded, but only memorised by the dental nurses who had volunteered to care for the collection. The content of donations had usually been recorded, but this information was often insufficient to identify objects because they had not been numbered. No information exists on the objects received from the University's dental clinic.

The Helsinki University Museum's dental collections were inventoried and catalogued in a separate project in 2004 and 2005. It was estimated that the collection contained approximately 13,000–15,000 objects, 1,200 photographs and 550 books. There were also several metres of shelf space occupied by archive material.

As part of the project, Kirsti Tamminen, a dental nurse who had worked at the University's dental clinic for a long time and also served as a volunteer at the museum of dentistry, was interviewed during six days. A total of 432 objects were catalogued during the project in a Word file, from which some of the

information was entered into the Mopsi database in 2006. The last undocumented information was entered into the Akseli collection management system in 2016.

The **museum of veterinary history** kept an entry book of the material added to its collections as of 1974. However, the museum was unable to keep the records up to date, and some objects were never catalogued. In addition, only a limited amount of information on the objects was recorded, first with a typewriter and later using Word software. Some of the objects remained uncatalogued when the collections were accessioned into the Helsinki University Museum in 2003. At the time, 3,140 catalogued objects had a main reference number, and the total figure including sub-numbers was approximately 4,000. The information on the card records was deficient. Some of the objects that had been exhibited had been photographed, but the photographs had not been added to the catalogues.

The digitisation of the old card index of the museum of veterinary history began in 2005 and 2006 with the manual entry of information into the Mopsi database. However, little progress was made. The approximately 300 objects in the veterinary exhibition room were photographed between 2011 and 2013, and information about them was entered from the card index into the Akseli database. The information in the card index was fairly comprehensively entered into Akseli thanks to an inventory made in conjunction with a relocation project. However, the veterinary collection still includes a fairly large amount of material that has not been inventoried or catalogued.



A bag of milk produced by the company Maanviljelijäin Maitokeskus Oy. The bag was placed in a plastic pitcher and one of the upper corners was cut open. Bagged milk was produced in Finland from 1968 to 1975. Photo: Timo Huvilinna, 2012.

The **collection of the Agricultural Museum** has been catalogued on cardboard slips, but the information has not been digitised. Information on the objects is also available in entry books that have been digitised and stored on the Helsinki

University Museum's network drive. In conjunction with the inventory of 2012, the upstairs exhibition objects were photographed, and the photographs were stored in the database together with basic information on the objects. The objects that were selected and cleaned during the Agricultural Museum's mould removal project were inventoried in a Word file for the Finnish Museum of Agriculture (Sarka) and photographed. The cardboard slips and entry books were handed over to Sarka in 2016. Information on the objects, photographs and archive material recorded in the Helsinki University Museum's collections was catalogued in the Akseli collection management system.

The objects included in the **craft science collection** were manually catalogued in general ledgers and on cards in the 1960s and digitally catalogued using the Extend Image software in the early 2000s. The catalogue contained 5,811 objects (1,046 main reference numbers). Thanks to the inventory carried out during the relocation project in 2014 and 2015, the collection has been fairly comprehensively documented in Akseli. The craft science collection has continued to see some growth, and by 2018 just under 8,000 objects had been entered into the University Museum's database. The photographs in the collection were also moved from the discipline of craft science to the University Museum's facilities in 2015, and some of them (328) have been digitised.

From 2014 to 2015, the University Museum was forced to relinquish two large collection facilities as well as the exhibition and collection facilities in the Arppeanum building. As a positive by-product of the otherwise heavy relocation project, the University Museum succeeded in inventorying and photographing a considerable part of the objects in its collections, as well as documenting them in its collection management system. For example, the information on the craft science collection converted from Extend Image to Akseli was fairly comprehensively reviewed and supplemented.

The University Museum's archives, ephemera, library resources and audiovisual material remain largely uncatalogued. The Collecte collection management system, to be launched in the future, will possibly include a feature allowing the storing of digital audiovisual material.



A dress included in the craft science collection is prepared for a photography session. Photo: Salme Vanhanen, 2017.

As of 2017 photographs have been reproduced rather than scanned, and the University Museum has employed a fixed-term curator to promote digitisation, cataloguing and customer service relating to photographs.

Storage of collections

Catalogued objects are packed appropriately and placed in storage facilities. Their location is indicated in the Helsinki University Museum's database. Photograph collections, archive collections and part of the book collections have been placed in the University Museum's archive facilities, which also includes space for researchers and a workstation for digitisation. Parts of the book collections have been placed in the office. Photographs are kept in metal archive

drawers, archive containers in silk paper envelopes and cardboard boxes in envelopes, organised by topic. Some photographs have been glued on cardboard to facilitate browsing. Because some of the old storage materials do not meet archival criteria, the aim is to replace them with materials based on current standards. New photograph prints added to the collection are placed according to provenance in cardboard boxes intended for museum use.

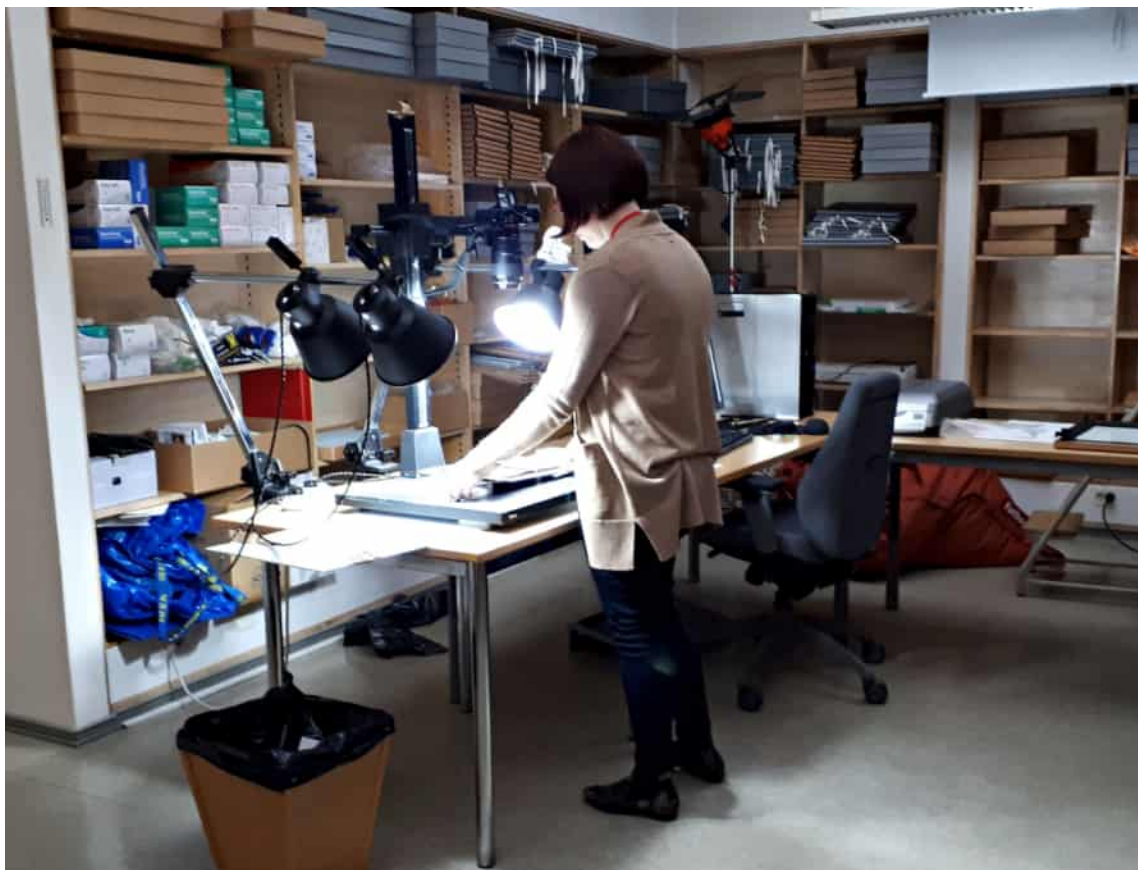


**Works of art hanging on sliding mesh panels in a Helsinki University Museum's collection facility.
Photo: Metallivalmiste A. Laaksonen Oy.**

Portraits and works of art are usually located in other University properties at all campuses, and they are inventoried where possible. They are also sometimes moved on the campuses without contacting the University Museum. In conjunction with inventories, the curator responsible for the art collection performs at least a general, visual assessment of the condition of works.

The humidity and temperature conditions of collection and exhibition facilities are monitored with data loggers. The Helsinki University Museum complies with

the principles of preventive conservation, including appropriate handling, transport, preservation and display of material. Staff strive to monitor the condition of collections to establish when an object or work of art requires conservation.



Digitisation of photos in the University Museum's archive facilities. Photo: Katariina Pehkonen, 2019.

Conservation services are purchased from external providers. Prioritisation is necessary due to the scarcity of resources. Conservation usually focuses on recently damaged works of art and other material that are to be included in an exhibition. The University's Property and Facility Services is responsible for orders and costs of repairing or restoring furniture with museum value. The aim of conserving material with museum value is to stabilise the condition of the object or work. All conservation measures are documented.

Collection handling, safety, security and risk assessment

The collections of the Helsinki University Museum can be handled by the head of collections and other members of the collections team as well as by other University Museum staff when supervised or monitored by the former.

Researchers and other customers using the collections can handle and photograph objects included in the collections with the permission and in the presence of a member of staff responsible for the collections.

The safety of both objects and people must always be ensured. Risks affecting objects may include unskilled handling, insufficient protection during transport (vibration may damage an object even if it is well protected), unstable humidity and temperature conditions in storage facilities, strong light in exhibition



Archive drawers with warning labels in the University Museum's collection facility. Photo: Henna Sinisalo, 2016.

facilities, unfavourable humidity and temperature conditions in exhibition facilities, unsafe display (e.g., an object not placed in a display case) and various

accidents and disasters (e.g., fire or water damage) in the storage or exhibition facilities.

Objects included in collections may include hazardous substances, such as mould, PCB or asbestos, or sharp needles, for instance. Other risks affecting people handling objects include accidents occurring when working with objects that are heavy or otherwise difficult to move in challenging (e.g., cramped) facilities, and the musculoskeletal complaints resulting from poor work positions. Poor conditions (e.g., dust and mould) in certain old storage facilities may also pose a major risk to those working with the collections. Nitrocellulose films included in the photograph collection pose a risk due to their flammability.

Those handling collections must always wear protective gloves to protect not only the objects from substances released from hands, but also themselves from substances possibly released from the objects. Although grease is not



Part of a plaster copy of the statue of David by early Renaissance sculptor Donatello. The statue belongs to the sculpture collection used in teaching art history at the University of Helsinki. A black dog harness has been used to move the part of the statue when packing it for removal from the University's Main Building ahead of a renovation in 2019. Photo: Päivi Rainio.

immediately obvious on bare hands, it sticks to objects and develops, over time, into visible stains on, for example, fabrics, and such stains are very difficult even for a conservator to remove. Hand moisturiser cannot be used or food be eaten while handling collections. No food or drinks can be brought to the collection facilities. Drinking and eating is only permitted in the break and office facilities.

All objects must be handled with care, taking their age, condition and material into account. Museum objects and works of art must be held from both below and the sides, and the devices available (e.g., lifting tables and trolley tables with wheels) should be used when moving heavy objects or works. Relocations always pose a risk to the collections, and in ideal conditions, collections would never be moved. Unfortunately, the Helsinki University Museum has had to move its collections frequently due to the facility savings pursued by the University.

The safety of objects is ensured by monitoring relative humidity and temperature conditions with data loggers in both the collection facilities and the University Museum's exhibitions. Objects made of hazardous material (e.g., highly flammable nitrate negatives, asbestos, chemical substances and mercury) are carefully monitored, placed apart from the rest of the collections, and clearly marked or deaccessioned from the collections.

Customer service and other staff are responsible for the safety and security of exhibition facilities, which are also equipped with video cameras. The supervision of campus exhibitions is the responsibility of the building porters, but the staff of the Helsinki University Museum strive to regularly inspect the exhibitions.

If there is any suspicion that the handling of the collection may pose health risks, appropriate personal protective equipment must be worn. When handling hazardous substances, contact lenses cannot be worn because they expose the wearer to eye damage. Depending on the material of the relevant objects, vinyl, nitrile or leather gloves may need to be worn. Cotton gloves are not recommended because they provide little protection to the wearer. Some



Wearing appropriate protective gear to handle chemical substances included in the University Museum's collections. Photo: Katariina Pehkonen, 2018.

objects (e.g., works or art or fabrics made of material that are known to not pose a risk to personal safety) can be handled with cotton gloves. Working without gloves may pose a personal safety risk. For example, extra thick nitrile gloves must be worn for protection against PCB.

Museum staff can refer to the Finnish-language safety guide entitled **Museokokoelmien vaaralliset aineet ja esineet sekä niiden käsittely** (Sinisalo 2018), which is updated as necessary. The staff of the Helsinki University Museum have also given presentations on this topic in Finland and abroad and written articles for the *Konservaattori* magazine, demonstrating their considerable expertise.

Deaccessioning

The collections of the Helsinki University Museum comprise several sub-collections not created by museum professionals. Consequently, the collections include material that should not be maintained, such as several objects of the same type, material in poor condition, objects that are hazardous to staff or the other collections, or material lacking contextual information. In addition, when University properties have been vacated according to a tight schedule, the University Museum has accepted objects 'just in case', without having sufficient time to make a considered decision. For good reason, material can be deaccessioned, or disposed of, from the collections.

Grounds for deaccessioning:

- Poor condition. The object is in very poor condition, and the arguments in favour of repairing it are inadequate.
- Lack of contextual information. No one knows what the object is, where it has come from and what its age is, which means the object cannot be used in an exhibition or research.
- The object poses a threat to health or safety (e.g., contains a hazardous chemical substance) or to the preservation and safety of other objects in the collections.
- The collections include similar objects.
- The object does not comply with the Helsinki University Museum's collections policy.
- The object is made of a material which the Helsinki University Museum is unable to maintain.

The proposal to deaccession an object is made by the head of collections or a member of the collections team. The deaccessioning of extensive parts of the collections is approved by the director of the University Museum, and of smaller parts, by the head of collections together with the collections team.

Deaccessioned material is primarily offered to other museums or archives unless the material is in very poor condition or poses health risks. If no recipient can be found, the material is delivered for disposal or recycling: for example, fabrics are

cut into pieces and delivered for textile collection, while metal devices are disposed of as metal waste. Hazardous substances and their packing materials must be appropriately disposed of, as required by law. If the disposed material is in good condition (e.g., the University Museum has numerous duplicates), it can also be transferred to the working collection.



Dirty objects belonging to the collection of the Agricultural Museum piled on top of each other. Photo: Jaana Tegelberg, 2017.

Museum material cannot be sold. In exceptional cases, furniture with museum value can be sold at an auction organised by the University of Helsinki if the furniture has been used in the University facilities and it will not be added to the collections stored in the University Museum's collection facilities. Such furniture may include pieces that are not part of the original or fixed furnishings of University properties or pieces already included in abundance in the University Museum's collections. Decisions are always made on a case-by-case basis by both the curator responsible for art and furniture and the head of collections. In some cases, furniture may be offered to other museums before being sold. Museum staff, their family members or their friends may not purchase objects removed from the collections maintained by the University Museum.

Each deaccessioned object is documented. Information on the objects is retained, and new objects are not assigned the same numbers. The University Museum's database includes a collection of deaccessioned objects (**Poistokokoelma**) into which related information must be entered. If an object has not been accessioned into the collection, it must be photographed and its basic details recorded for the deaccessioning records.



The University's Baby in the Box exhibition on the history of the Finnish maternity package being mounted at Think Corner. Photo: Timo Huvilinna, 2017.

Loans

The Helsinki University Museum provides material in its collections on loan to professionally managed museums and, in exceptional cases, also to other organisations or projects. The University Museum requires lenders to insure the material for the duration of the loan, from when the material is handed over by a representative of the University Museum to a representative of the lender to when the material is returned to the representative of the University Museum. The same practice applies to the insurance of works of arts displayed on campuses for the purposes of exhibitions ('nail to nail' cover). Museum objects cannot be lent for use as, for example, film props. Lending for such use can be

considered if suitable objects in sufficiently good condition are found in the University Museum's working collection.

The prospective recipient of the loan submits a loan request in writing or by email to the University Museum's director and/or head of collections. The director or the head of collections, together with the collections team or the curator responsible for the collection, decides on the loan.

Before this decision is made, matters relating to the object and the exhibition premises must be considered. Some material cannot be exhibited at all due to their poor condition or hazardous material (e.g., asbestos). The material used to make an object or work of art can also be particularly sensitive to light or changes in conditions. The conditions in exhibition facilities must be appropriate and safe. The facilities must be sufficiently supervised, and display cases must be lockable. The exhibition logistics must also meet certain requirements.

Passageways within the building cannot be too difficult for transporting the object, and the transport must be completed to a high standard (e.g., using a company specialised in the transport of works of art). The recipient of the loan is responsible for all costs associated with it.

The terms and duration of the loan are agreed with the recipient. The University Museum defines the insurance values of objects to be lent. An exhibition loan agreement is drawn up. A handover certificate is signed in conjunction with the handover and return of the loan. Loan documents are permanently recorded in the University Museum's archives. Information on the loan of an object or work of art for an exhibition is entered into the collection management system. As part of the development of the Collecte collection management system, the option of incorporating a loan database into the system will be explored.

4. Collection facilities

A small share of the University of Helsinki collections is on display in permanent exhibitions in the University's Main Building and the Helsinki Observatory, while most of the objects are located in several collection facilities. Objects included in

the collections can also be displayed in campus exhibitions. The portrait collection is mostly on display on the University campuses. The Helsinki University Museum has collection facilities in several properties on three campuses in Helsinki. In 2018 the University Museum had a total of 3,782 m² of exhibition, office and collection facilities, of which collection storage facilities accounted for 2,440 m².

Only a small share of the University Museum's facilities have the conditions required of museum exhibition and collection facilities. Humidity levels and temperature conditions vary too much in most facilities. In some cases, passageways pose obstacles to transporting collection objects to exhibition facilities, and the transfer of large objects poses a risk to both the objects and staff. All of the collection facilities are located in basements, with water mains and air conditioning ducts passing through. Numerous cases of water damage have occurred, and dirt has fallen from the air conditioning ducts on collection objects. Workstations are appropriate in some facilities, but a lack of space hinders the handling of collection objects. The collection facilities do not include separate premises for photography or the receipt of objects or separate quarantine facilities. There is also a need for fume hoods. A new collection facility with fairly good conditions was completed at the City Centre Campus in 2014, but it goes little way to meet the facility needs. The other collection facilities in use are impractical or have unstable conditions, and they have not been originally designed to be used by a museum, but, for example, as library storage facilities.

The long-term aim of the Helsinki University Museum is to transfer its collections into storage facilities meeting museum requirements, and this aim will be achieved in the near future. In summer 2019 the University of Helsinki and the Finnish Heritage Agency signed an agreement on the rental of collection facilities in the latter's Collections and Conservation Centre in Vantaa. An extension of the above centre, which has been renovated in a former logistics centre and will house the University Museum's new storage facilities, will be completed in March 2020.



A bronze bust of Alexander I of Russia by Ivan Martos from 1814 being transported to the University Museum's exhibition in the Arppeanum building in autumn 2013. Photo: Timo Huvilinna.

Photographs, archive material and books are located in the University Museum's archive and office facilities in the University's Main Building. The air temperature and relative humidity of these facilities varies to some extent, but they are nevertheless fairly adequate for the preservation of paper material. The facilities will be renovated around 2021, and the University Museum will strive to relocate the archives and photographs before that to other premises at the City Centre Campus.



Juhani Kostet (left), director general of the Finnish Heritage Agency, and Paula Eerola, vice-rector of the University of Helsinki, sign an agreement on the rental of collection facilities from the Agency's Collections and Conservation Centre for the University's museum collections. On the right is Teppo Salmikivi, the University's director of facilities. Photo: Timo Huvilinna, 2019.

The portrait collection and the furniture with museum value are located at various University campuses and, partly, elsewhere in Finland, such as at the University's research stations. The maintenance of the portrait collection requires cooperation with staff working at campuses. The conditions in campus properties are not ideal for works of art, but the University Museum aims to supervise the location and condition of the works. The University of Helsinki restructured its administration in 2016, and departments and disciplines have

also been reorganised. This may cause difficulties for the administration of the portrait collection and other art works at the campuses because the administrative staff of the departments previously served as the contact persons for the University Museum.



Possibly the finest exemplars of the University's Galleria Academica portrait collection, Russian imperial portraits, are being mounted in the Helsinki University Museum's new main exhibition, *The Power of Thought*, opened in 2015. Photo: Timo Huvilinna.

5. Accessibility of collections

The Helsinki University Museum strives to improve the accessibility of its collections by enhancing their management. The current collection management system, Akseli, and its new version, Collecte, enable the presentation of material online in the arjenhistoria.fi portal and the Finna search service. In autumn 2017, the University Museum joined the Taidekokoelmat verkkoon ('Art collections online') agreement between the Finnish Museums Association and the Kuvasto copyright society, which enables the publication of photographs of Finnish artists' works, for example, on museum websites or in exhibitions.

The collections are made available to the public in the University Museum's own exhibitions and by providing them on loan for the exhibitions of other professionally managed museums. The University Museum's current main exhibition, *The Power of Thought*, was opened in the University's Main Building in 2015. Its target audience includes the University community, particularly students, but also the general public. Visitors can obtain additional information through the *Tarinasoitin* ('Story player') mobile app. The permanent exhibition located in the University Museum's other public site, the Observatory, was opened to the public in 2012. The Observatory primarily targets school children. The *Tarinasoitin* app can also be used to access supplementary material for the Observatory exhibition. In addition, the University Museum has annually produced one to three temporary exhibitions, some for the Observatory, and others for the University campuses and occasionally for partner facilities. The primary target audience of the campus exhibitions comprises University teachers and students. The University Museum is currently preparing its exhibition policy.

The University Museum also provides information on its collections to the general public on its external website, the University's intranet and social media. Online exhibitions have also been created for the website and the *Tarinasoitin* mobile app. Because the University Museum has had inadequate resources for having exhibition guides and other publications printed, they have been posted online.

Researchers and other customers can access material included in collections stored in the University Museum's facilities. Customers are instructed to handle material appropriately. Customers of the University Museum's photograph services include journalists, researchers and students. The services are billed in accordance with the current price list. Objects provided on loan to other museums are not billed.



Art photography scholars in the customer service facility of the University Museum's photograph collections. Photo: Henna Sinisalo, 2016.

The book collection of medical history is used to some extent by researchers, but it mostly serves as a reference library for the University Museum staff, and the books cannot be loaned. Thirty-three of the publication series in this reference library can be found in Finna (shelf mark Hhlm).

Information on the University Museum's collections can also be accessed in the joint Arjenhistoria portal (arjenhistoria.fi) of the Akseli consortium and the joint Finna search service (Finna.fi) of museums, archives and libraries. Through these portals, the public can contact the University Museum directly to order photographs, or ask questions or provide further information concerning material. The University Museum is also considering whether to join the international Europeana network.

Although the University Museum, just as other museums, strives to improve accessibility and make its collections available to the public, copyright provisions and data protection legislation must always be taken into account when

entering information into the collection management system or providing customer service. The restrictions imposed by acts and decrees are described in more detail in the introduction above.

The terms of protection set by the Copyright Act must always be taken into account when copies of the University Museum's photograph collections are delivered to customers. The University Museum has purchased some photographers' images with agreements transferring all rights to the University Museum. However, artists and photographers hold moral rights to their works and photographs, which means that their names must always be mentioned when using the works or photographs.

The act on the national application of the EU's General Data Protection Regulation (GDPR), which entered into force on 1 January 2019, led to changes in the use of personal data and, hence, the operations of museums and other cultural heritage organisations. Further information on the act and its potential impact can be found in the Introduction section under Legislation and decisions governing the operations of the Helsinki University Museum. Many documents included in the medical collections include sensitive data, as referred to in the GDPR. Such data can be processed if necessary in the public interest for archiving purposes, scientific or historical research purposes or for the purposes of statistics. In addition to legislation, the rules of good conduct restrict the use of, for example, photographs of people participating in private leisure activities.

6. Future objectives of the Helsinki University Museum's collection activities

Control over collections

Objectives to be achieved by the end of 2024

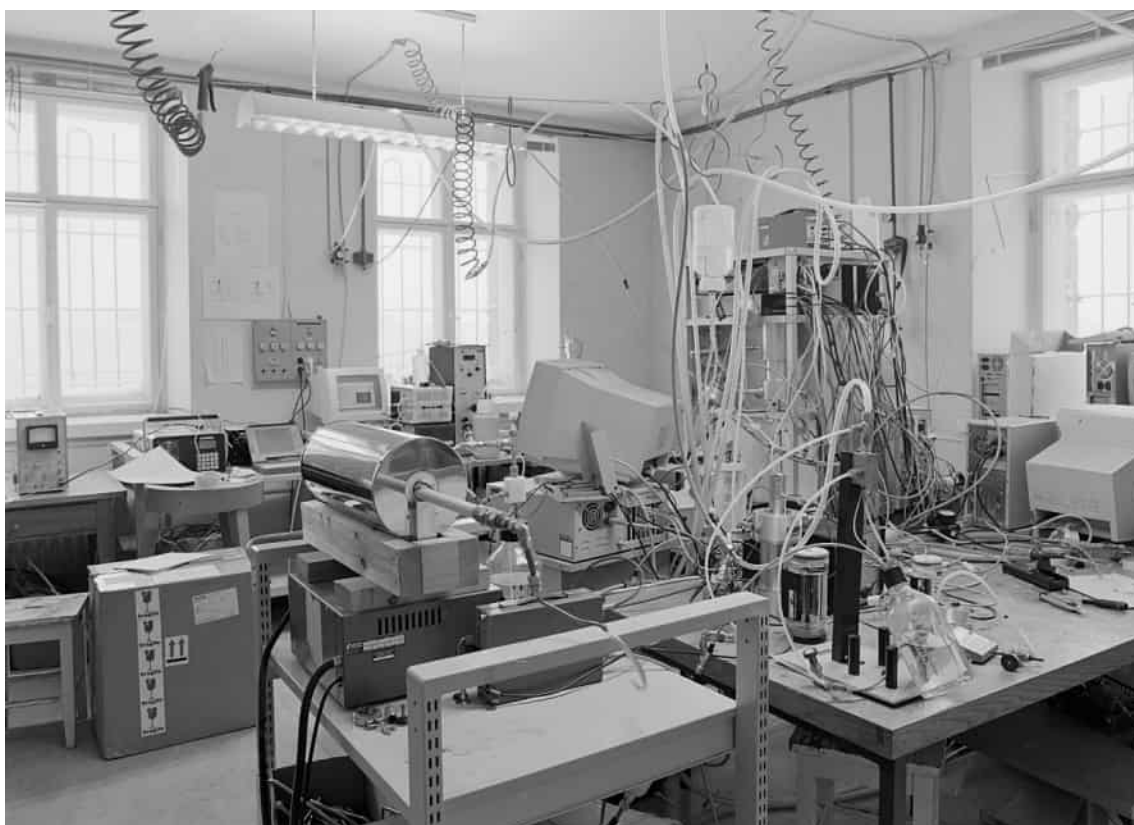
1. Comprehensive cataloguing and digitisation of the photograph collection (particularly the photographs of the museum of medical history). Better control over the photograph collection will make

customer service easier and more effective. The availability of photographs will improve when more of them are posted online. A small, fairly high-quality set of material may be posted freely online. The methods for storing and packing photographs will also be improved.

2. Deaccessioning. Review, assessment and appropriate disposal of material in the collection facilities. The collections include material that has been inventoried, but no decisions on deaccessioning have been made. Inventories related to possible future relocations of collections must also be taken into account. A scale for measuring the value of material should be used as a basis for assessment.
3. Cataloguing of objects, archives and books that were not catalogued in conjunction with the relocations of collections in 2014 and 2015.
4. Analysis of significance; thesis writers (conservation students of Metropolia University of Applied Sciences), students of museum studies.

Objectives to be achieved by the end of 2030

1. Inventory and assessment of the condition of all art works in cooperation with an external or fixed-term conservator.
2. Inventory of material at the campuses. The Helsinki University Museum is not aware of all the material and objects placed in the University of Helsinki facilities (e.g., display cases in lobbies and other material in the premises of the disciplines of computer science, forest sciences and chemistry, among others). Any material hidden in storage rooms should also be taken into consideration. This project requires the hiring of fixed-term staff.



Research equipment in the physics laboratory in 2001. One of the University Museum's future objectives is to inventory all campus collections with museum value. Photo: Eero Roine.

High-quality collections maintenance

Objectives to be achieved by the end of 2024

1. A more permanent and high-quality solution for collection facilities. Renting storage facilities from outside the University.
2. Relinquishing two storage rooms unsuitable for collections, inventory and cleaning of the collections kept in them, and transferring the objects in the Agricultural Museum collection to the Finnish Museum of Agriculture (Sarka). This project will be carried out together with an external conservator and additional staff.
3. Possible removal of the Main Building sculpture collection ahead of a renovation, conservation of this collection, and relocation of the sculptures. Some of the sculptures in this collection will possibly not

return to the Main Building, and their location in the collection facilities must be decided.

Objective to be achieved by the end of 2030

1. Hiring a conservator and a senior museum technician. The Helsinki University Museum must hire both these professionals, particularly after the current museum assistant/senior museum technician retires in 2020.

Recording the University of Helsinki's recent history and contemporary events

Objective to be achieved by the end of 2024

- Documentation of contemporary events together with students and student organisations. This can be done in the form of student assignments as well as projects in the collaborative network of professional museums focusing on recording and collection work (TAKO).



Landys Roimola, 2017: Tree. The work of art is a tree that fell during Storm Kiira. Its surface has been burned. The work, donated to the University by the artist, is placed in a light well at the University's City Centre Campus. Photo: Timo Huvilinna, 2018.