



Training Ship Murals Approval Policy

Policy Title	Training Ship Murals Approval Policy
Policy Number:	MP-04-008
Policy Administrator:	Murals Committee (Chaired by Captain of the Training Ship)
Policy Initiator:	Captain of the Training Ship
Authority:	
Effective Date:	Summer 2021
Revised Date:	
Approved:	President Thomas A. Cropper
Approval Signature:	/s/

Purpose: The Murals Approval Policy establishes the Mural Committee approval process and function. Cadets of California State University, Maritime Academy must follow this policy prior to being authorized to paint murals on the Training Ship Golden Bear (TSGB). This policy also provides guidelines for the archival and removal of any murals that either do not adhere to this policy or are being painted over within the constraints of vessel maintenance, federal mandate, and the need to create new mural space.

Scope: This policy applies to all California State University, Maritime Academy Cadets who wish to paint a mural on the (TSGB).

Accountability: The Murals Approval Committees (The TSGB Mural Approval Committee and The Campus Mural Committee) are responsible for enforcing the guidelines outlined by this policy.

Policy Framework: Allowance of painted, decorative murals extends public art onto federally owned property, housed at a California State University. Therefore, cadets must ensure all mural content falls within applicable federal and state guidelines as proscribed by this policy. CSU Executive Orders 1095, 1096, and 1097 prohibit harassment of employees and students and include references to “verbal and visual forms of harassment.” Visual forms of harassment include, but are not limited to derogatory posters, cartoons, drawings, symbols, murals, or gestures. These Executive orders guide this Murals Approval Policy.

Procedure:

A cadet interested in painting a mural on TSGB must complete a Mural Design Approval Application (attached) and adhere to the following procedure:

A: Mural Design Approval Process

- 1) Mural Design Approval Application must be submitted no later than fourteen days to the last port of call prior to Vallejo, CA.
- 2) Complete Mural Design Approval Application must include the following:
 - a) A written description of the proposed design, including site location, surface preparation and materials to be used, names of individuals/groups involved in the mural design, and parties responsible;
 - b) A replica of the actual mural design approximately scaled to fit an 8.5" X 11" sheet of paper— attach the photograph or a sketch of the proposed mural design, including any text. (Note: The actual mural may not be over to 2'x 3'); and
 - c) A timeline needed for completing the mural project.
 - i) The mural must be finished before the last port of call prior to Vallejo, CA or three days before the end of the cruise, whichever is shorter.
 - ii) In order to be considered complete, all supplies and materials must be secured and the work area cleaned before departing from the last port of call prior to Vallejo, CA or three days before the end of cruise, whichever is shorter.
- 3) Only one mural for each engine and deck division will be allowed per cruise.

B: Mural Design Guidelines:

- 1) Proposed mural design must be thematically appropriate and should not have any text, symbol, gesture, drawing, or cartoons that may be derogatory or divisive in theme and nature. The mural design:
 - a. Must not be racially, sexually, or culturally inappropriate or insensitive.
 - b. Must not contain any sexually explicit text or images depicting the human body.
 - c. Must not attack any race, gender, culture, or people either visually or through text.
 - d. Must not be on a politically charged or controversial issue.
 - e. Any mural with an identifiable image of a known individual should have a signed consent from that person.

Furthermore, the mural design shall:

- f. Not exceed 2' x 3' without special allowance from the TSGB Murals Approval Committee.
- g. Include all artist signatures with clear names within the permitted mural space. Signatures outside of the designated space are subject to removal. Signatures may contain nicknames as long as they are not suggestive or offensive.

- h. Not exceed one (1) mural each engine and deck division per cruise.

Murals adhering to these standards are in no way guaranteed permanency, and the Campus Mural Approval Committee reserves the right to remove or paint over any mural at any time. However, preservation of murals will be met with utmost care as allowed within the constraints of vessel maintenance, federal mandate, and the need to create new mural space.

C: Mural Approval Process:

- 1) **The TSGB Mural Approval Committee:** This committee is responsible for reviewing the Mural Design Applications and approve the painting of new murals on TSGB. The committee approves all mural applications to ensure the new murals follow the design and timeline guidelines and is comprised of the following people at a minimum but may include more if necessary.

1. Cadet Chief Mate
2. Cadet Chief Engineer
3. Chief Engineer
4. Title IX representative (trained annually by the campus Title IX Coordinator)
5. Chief Mate
6. The Captain

The captain is the chair of this committee, makes the final decision on all mural applications, and has the right to veto any mural application.

- 2) **The Campus Mural Committee:** The committee is also chaired by the captain and includes annually appointed campus stakeholders: students, staff, faculty, and alumni representatives, all appointed from key constituents of the campus— Associated Students of the California Maritime Academy (ASCMA), California Faculty Association (CFA), Alumni Association, Gender Equity Committee, the Corps, DEI Council, Title IX coordinator, campus Diversity Officer (Human Resources), etc. The purpose of this committee is to ensure proper archival and removal of old murals and that all murals adhere to established guidelines. Any complaints or concerns about a mural violating the guidelines, which are not resolved by the committee working in collaboration with the captain, shall be directed to the University’s Discrimination, Harassment and Retaliation (DHR) Officer by the committee for review and resolution, as per established CSU policies. This committee will also be responsible for reviewing and revising this policy as necessary.

D: Murals Removal Process:

1. Any old murals that currently violate this policy but were painted prior to the implementation of the Mural Policy will be archived and painted over. The Campus Mural Committee will have the ultimate authority over the future of these murals.
2. Once the TSGB Murals Approval Committee approves a mural, the cadet(s) responsible for the design must not deviate substantially from it. All new murals that violate and deviate from its proposed design will be subject to removal.
3. A mural that was started during cruise but was not completed may be subject to removal (Note: The responsible parties may apply for an extension to the Chief Engineer/Captain).
4. A mural that has been on the TSGB for over (3) three years will be properly archived and may get painted over to make space for new murals.
5. Should any cadet or employee feel a mural violates the guidelines, a complaint may be submitted to the Campus Mural Committee or the university's DHR Officer for review and resolution. If said mural is determined to violate this policy, it will be subject to proper archival and removal.

Mural Design Approval Application

Submit this application to the TSGB Mural Approval Committee to gather all the signatures in the order mentioned below prior to starting the mural. Once you have all the signatures, please, submit your completed application to the Title IX representative on the ship.

Name

Signature

1) Division Commander

Name

Signature

2) Cadet Chief Mate/Cadet Chief Engineer

Name

Signature

3) Title IX representative

Name

Signature

4) Chief Engineer

Name

Signature

5) The Captain