TARL’S SEPARATION OF COLLECTIONS

POLICY AND GUIDANCE DOCUMENT

General Collections Location: PRC Building 5, Room 19

Primary housing area for utilized, worked, or otherwise modified objects.

- All ceramic specimens except complete or nearly complete vessels (which are housed in the Vessel Collections) and large quantities of undecorated body sherds
- Chipped stone tools and modified debitage (large quantities of bifaces or edge-modified tools will be curated in bulk material)
- Stone ornaments
- Bone and shell tools and ornaments
- Wooden, fiber, textile, basketry, and animal skin artifacts and other perishable objects
- Historic artifacts except for bricks, bulk glass (window glass and bottle body fragments unless actively degrading -- patinating), or bulk undecorated ceramics. Any proposed collections containing metal objects should discussed in advance so that the specific needs of each collection can be considered
- Unaltered nonhuman bone (includes bone with cutmarks and other indications of butchering; maintain any taxonomic separations)
- Unaltered shell (maintain any taxonomic or analytical separations)
- Samples:
  - Soil
  - Matrix
  - Phytolith
  - Plant remains
  - Picked matrix
  - Charcoal
  - Pollen
  - Archeomagnetic
  - Thermoluminescence
  - Coprolite
  - Mortar or plaster

Again, artifacts to be curated must be in the analytical categories used in the report, and these groups of items must be clearly identified by analytical category. For example, pottery is normally reported by ceramic type or other group; similarly, chipped stone tools may be reported by type categories. For large collections (multiple bags of the same category of materials, such as debitage), maintain some intrasite provenience separation within those analytical categories.

Because the basic unit is the site, materials from one site within a project must be kept together except if they are to be stored in separate collection areas. You may use the standard box used for Bulk Collections to submit artifacts for curation in General Collections.

Human Osteological Collection LOCATION: PRC Building 5, Room 110

Housing area for human skeletal remains.

TARL will not accept Native American human remains or associated or unassociated funerary objects for curation without written proof of: 1) right of possession by the party submitting the remains (as defined in NAGPRA); and 2) a transfer document giving TARL the right of possession (Letter of Transfer/Ownership and/or Deed of Gift). Remains thus transferred must have been analyzed and documented using Standards for Data Collection from Human Skeletal
Remains (available from the Department of Anthropology, University of Arkansas, Main 330, Fayetteville, Arkansas 72701 [501-575-5247]); if not, an additional fee will be charged to cover this expense and may delay your curation acceptance. Anyone wanting to submit Native American human remains or associated or unassociated funerary objects under other circumstances should consult TARL staff to discuss pertinent legal issues. TARL will not be responsible for the NAGPRA consultation for incoming collections.

_SlI funerary objects should be kept together with the human remains. Human remains and bulky/heavy funerary objects should not be put in the same box. If arranged in advance TARL can provide the correct size of box._

**Vessel Collection** LOCATION: PRC Building 5, Room 119

Housing area for whole or nearly complete ceramic vessels. Contact the Head of Collections regarding submission of whole vessels.

**Bulk Collections** (also known as Lithic/other [LO]) LOCATION: PRC Building 33

Specimens housed in Bulk Collections should be packaged first in plastic bags or other appropriate containers, and then in standard boxes provided by TARL. Do not label the boxes but place a box inventory within the container. Unless the amount per site and/or project is small, as is true in many survey collections, the following kinds of materials will be curated in Bulk Collections.

- Ground, pecked, and battered stone tools (exceptions considered are those more appropriately curated in General Collections)
- Unmodified debitage (maintain analytical categories reported within provenience groupings)
- Miscellaneous bifaces, unifaces, edge-modified tools
- Burned/thermally altered rocks (sampling should be considered)
- Unaltered gravels/pebbles; a justification for curation of these items must be submitted in advance (sampling should be considered)
- Bulk ceramics (see criteria in section on General Collections)
- Bulk historic materials (see criteria in section on General Collections)

TARL provides boxes for housing of bulk specimens, osteological remains, and other special materials. The cost of the boxes is covered by the basic curation charge. Boxes for Bulk Collections and Human Osteology should be requested in advance for those bringing collections directly to TARL. Materials should be packaged so that a minimum of time is expended to find and reconcile the submitted inventory with the artifacts. The submission of human remains _must_ be arranged in advance. TARL will not accept any human remains without clear documentation as to the NAGPRA status. An inventory of materials is placed inside each box. If the materials are to be shipped, TARL recommends that the materials be well packed (consider packaging as box within a box), sent insured and have each box tracked. Please contact the Registrar so we know your materials are in transit and make sure that they have arrived.