

# Governance Committees

## OVERVIEW

Full-time faculty members, students, and administrators contribute in the decision-making process at the college through participation in the governance process. Governance committees are established in accordance with the MSCA, APA, and AFSCME union contracts.

*We organize to implement our strategic priorities:* Many of the actions under this goal in our strategic plan revolve around governance and decision making, and include improving committee effectiveness through better support and guidance. To help guide their work and set committee expectations, [guidance](#) is provided in preparation of their first meeting. This includes information about roles and responsibilities, reporting structures, advice, and best practices. We are expanding on this with the development of a forthcoming committee handbook.

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Please feel free to reach out to Kate Russell in the President's Office or the appropriate union chapter president if you have questions or want more information either about specific committees or future plans to bring more clarity, transparency, and efficiency to our governance and decision making processes.

## MSCA GOVERNANCE COMMITTEES

In accordance with the MSCA faculty contract, MassArt maintains a standing governance body composed of several committees governed by faculty, staff, and students.

Written charges to establish new or revised academic policies, curriculum, and academic reorganization are reviewed and passed through a variety of committees before being presented to the president for final approval. These must be addressed to the chairperson of the [All University Committee](#) (AUC) and submitted to the AUC Recording Secretary, Katie Duvernay, in the Office of Academic Affairs.

## **2020-2021 MSCA GOVERNANCE COMMITTEES**

A listing of MassArt's MSCA governance committees for the **2020-2021 academic year**, including overall charges and committee membership, can be [found here](#). Please note that at the time of this posting, student members have not yet been assigned.

In general, MSCA governance committees are primarily comprised of faculty members recommended by the MSCA chapter president, administrators assigned by the president, and student members recommended by SGA. For *All-University Committee*, the *Tenure Committee*, and the *Promotions Committee*, faculty are elected in the spring for the following academic year.

## **CALENDAR AND MEETING SCHEDULE**

The Office of Academic Affairs publishes a schedule of designated governance days at the start of the academic year - attached is the schedule for the [2020-2021 academic year](#). In general, governance committee meetings are held in the designated 1:00 – 3:00 block on Wednesday afternoons, though committees may choose to schedule additional meetings depending on their workload. A committee can choose to meet at another time, but only if ALL members of the committee agree and are available at that other time.

Each committee's chair is responsible for securing a location to hold meetings and contacting committee members. The first meeting of the committee in a new academic year should be called and facilitated by the previous year's chair.

## **TYPES OF MSCA COMMITTEES**

There are six different types of committees outlined in the MSCA contract and the rules a committee has to follow depends on the type of committee.

The number of faculty, students, and administrators serving on AUC, the Standing Committees, and Graduate Education Council is contractual for all state universities and can not be changed. In addition, their responsibilities (charges) are outlined in the contract.

More information regarding some of the specific governance committees can be found on these groups' pages:

1. [All-University Committee \(AUC\)](#)
2. [Standing Committees](#)
  - [Curriculum Committee](#)
  - [Academic Policy Committee](#)
  - [Student Affairs Committee](#)
3. [Graduate Education Council](#)
4. [Ad Hoc Committees](#)
  - Formed by AUC upon request of the president or by a majority vote of either the faculty, the student body, or the administration
  - Must consist of an equal number of faculty, students, and administrators. Number of members is determined by AUC.
5. [Special Committees](#)
  - Includes, but not limited to:
    - [Sustainability in the Curriculum](#)
    - [International & Intercultural Opportunities](#)
  - Formed in agreement with the president, the MSCA chapter president, and a majority vote of AUC.
  - Formed only for defined time periods established when the committee is created or upon the agreement of the president, the MSCA chapter president, and a majority vote of the AUC.
6. [University-Wide Advisory Committees](#)
  - Includes, but not limited to:
    - Travel Course Review Committee
    - Justice, Equity, Diversity, and Inclusion (JEDI)
  - Created by the president; MSCA chapter president provides names of faculty to the president.

## **APA GOVERNANCE COMMITTEES**

### Management-Association Committee on Employee Relations

In accordance with the APA contract, we have established the Management-Association Committee on Employee Relations, which is composed of four members, two who are appointed by the president and two who are appointed by the chapter president of the APA. The committee meets once a month for the purpose of maintaining good relationships through regular communication and for discussing matters that are necessary to the implementation of the contract. Appointments for 2020-21 are in progress.