

## **THE TISCH FACULTY COUNCIL Founding Document**

We, the members of the full-time Faculty of the Tisch School of the Arts of New York University, hereby establish the Tisch Faculty Council. This Founding Document is animated by the principle that faculty participation in governance is fundamental to citizenship in the University, as reflected in the Five Principles of Joint Shared Governance in the NYU Faculty Handbook. Consistent with this principle, we hereby authorize the Tisch Faculty Council to represent the interests of the Faculty and advocate on its behalf to secure the Faculty's meaningful role in shared governance at the University and the School.

### **Article I: Purpose and Responsibilities**

The Tisch Faculty Council is the elected body that represents all full-time Faculty at the Tisch School of the Arts. The Council consists of one representative and one alternate elected from and by each department or program at the School.

The Council promotes the principles of democracy, equality, and transparency that are essential to shared governance within the School; and along with the School's elected Senators, the Council advocates on behalf of the Tisch Faculty in matters that affect the Faculty's rights, responsibilities, and welfare at both the School and the University.

The Council meets regularly as an autonomous body that takes its direction from the Tisch Faculty. With the assurance of confidentiality, individual members of

the full-time Faculty can ask their representative to bring questions or concerns to the Council's attention for further inquiry, deliberation, and action, particularly in those instances where rules, procedures, practices, or policies affect faculty governance and welfare at the School.

By providing a forum for discussion and debate, the Council strives to ensure open, trusted communication among all members of the Tisch Faculty and between the Faculty and the Administration of the School.

Members of the Council also represent the Council and their individual department or program on the Dean's Executive Council where, along with the School Senators, members of Tisch standing committees, and other faculty and administrators appointed or invited by the Dean, they participate in and contribute directly to shared governance of the School. The Council also coordinates with other faculty, representatives, and governing bodies across the University to share information and resources in support of common interests and concerns.

The Council is responsible for recommending the procedures, schedules, and guidelines for elections of representatives to the Council, as well as for elections of Tisch Faculty to other representative and governing bodies on which they are eligible to serve.

## **Article II: Elected Representatives**

Members of the Faculty who are elected as representatives to the Council serve an initial term of two years. To help ensure continuity in the Council's work, representatives may extend their initial two-year term of service by standing for re-

election for one additional year. Representatives who serve three consecutive years must wait for at least one year before standing for election again.

Elections to replace all representatives whose two- or three-year terms are expiring are usually held in April or May, and service begins in September. Elections to fill seats that become open at other times are held in individual departments as needed.

The primary responsibilities of representatives include:

1. engaging actively with their department colleagues to determine their questions, issues, and concerns, and bringing those questions, issues, and concerns to the attention of the full Council;

2. attending Council meetings and reporting regularly to their departments about Council discussions and activities, and ensuring that their alternate or another substitute will represent their department at any meeting that the representative cannot attend;

3. supporting the Council's work by contributing their time, insights, and expertise to specific tasks, projects, or working groups set up by the Council; and

4. serving on the Dean's Executive Council where they represent their department or program at meetings convened by the Dean and promote the Faculty's role in shared governance at the School.

Representatives should also strive to attend Tisch-wide faculty meetings called by the Dean.

### **Article III: Council Meetings**

The Council meets at least two times each semester, with additional meetings as needed. When possible, the dates and times for each semester's meetings are announced the previous spring, so that faculty who stand for election as their department's representative can commit to attending Council meetings.

To promote transparency and trust in governance at the School, meetings of the full Council are open to members of the Faculty, according to policies and procedures established by the Council and included in the agenda announced for each meeting. To encourage open communication, mutual understanding, and a strong spirit of collaboration, each semester the Council invites the Dean to join the Council at one or more of its meetings; the Council also meets regularly with the Senators who represent the School on the University Senate and University Faculty Councils. When appropriate, the Council holds a Town Hall for all faculty to fully explore or debate particular questions, issues, or concerns.

Minutes are taken for each meeting, distributed to the Council for approval, and then posted on the Council's website or otherwise made available. Minutes consist of a list of attendees and the agenda of the meeting, followed by a succinct account of the main questions or issues addressed and any motions, proposals, or other actions taken by the Council.

### **Article IV: The Steering Committee**

The Council's activities are guided by a Steering Committee that consists of three-to-five members. To promote equality of representation across curricular fields and appointment ranks, the Steering Committee will ideally have at least one

representative from each of the three Divisions at the School (Performing Arts, Emerging Media, and Film) and one representative from each appointment category (Arts Professor, Tenured or tenure-stream, and Teacher).

Members of the Steering Committee are elected by vote of the entire Council, and they serve for two years. In September of each year, the Steering Committee elects its own officers, such as a chair or co-chairs. Tasks and responsibilities are shared on an equal or rotating basis among the Steering Committee members.

The Steering Committee announces the date, time, and place for each Council meeting. Agendas are proposed and circulated to all Council representatives at least one week in advance of meetings so that representatives can alert their department colleagues to the upcoming meeting and call for any additional questions, issues, or concerns to be placed on the agenda. Representatives may also raise an issue as new business at a Council meeting.

At a representative's request, the Steering Committee will meet with the representative to review a particular issue or concern in order to help determine whether it should be presented to the full Council or whether it could be more effectively addressed by drawing upon other School or University resources or by referring the matter to a different governing or representative body at the School or University.

The Steering Committee helps to guide the Council's work by facilitating working groups on specific investigations, proposals, or other projects, as requested by representatives or charged by the Tisch Faculty; it provides representatives the opportunity to assume leadership of specific Council inquiries or projects; and it

welcomes other faculty and administration colleagues to participate in Council activities.

To ensure the Council's effective operation, the Steering Committee establishes certain rules or policies, including procedures for inviting guests or observers to attend Council meetings or participate in Council activities. These rules, policies, or procedures are reviewed on a regular basis and revised as necessary, with the Council's approval. The Steering Committee oversees procedures related to the minutes of Council meetings, and it oversees the Council's website, so that members of the Tisch community can be informed about the purpose and history of the Council and kept up to date on its activities and concerns.

#### **Article V: Amendments**

A motion to amend this Founding Document may be made by any member of the full-time Faculty, upon written notice to the Council and the Faculty at least two weeks in advance of a Tisch Faculty meeting or Town Hall at which the proposed amendment will be discussed. Proposed amendments are adopted upon a two-thirds vote of the Faculty who participate in an electronic voting procedure established and supervised by the Council and open to all Faculty.