

Best Practices for Arts & Science Council Members

Purpose of Arts & Science Council:

elected by the Arts and Sciences faculty, the council serves as the faculty's primary institution for governance. The council's purpose is to represent the faculty and advise the Deans of Trinity College of Arts & Sciences with respect to:

- Arts & Sciences priorities;
- Arts & Sciences faculty development;
- support and policy for Arts & Sciences faculty research, teaching, and administrative facilities;
- department and unit organization within the Arts and Sciences faculty;
- areas of interaction between graduate and undergraduate programs (e.g., teaching assistantships, budgets, and training); and
- other matters of concern to the Arts & Sciences faculty.

Your duties as member of Arts & Science Council:

- **Attendance:** attend all Arts & Science Council meetings. If you cannot attend, make sure that your alternate is briefed on the Council business at hand and attends the meeting.
- **Consultation:** you are the elected representative of your department/program. As such you should regularly inform your constituents (e.g. in faculty meetings & via departmental mailing lists) about Arts & Science Council deliberations, upcoming decisions and votes.
- **Voting:** for Arts & Science Council votes, consult with your constituents! - You are not required to vote according to your constituent's opinion on the matter at hand, but you should be at least aware of their opinion and articulate it in council meetings. Your vote should reflect your thinking of what is best for the College of Arts & Sciences, your constituents and your conscience (in no particular order). If you cannot attend for a vote, make sure your alternate does.
- **Service:** you should actively participate in the Council deliberations and bring your unique knowledge and viewpoints to bear in Council deliberations. You should be willing to serve on one of the Arts & Science Council committees and thus actively participate in the policy development and governance process.