

### **Task Force Makeup, Steps, and Resources**

#### **Makeup** (representing the three main branches, plus staff)

- Interim President and Chief Executive Officer (Co-Chair)
- Interim Provost and Chief Academic Officer (Co-Chair)
- Chair, Board of Trustees
- Vice President, Human Resources and Development
- Associate Provost for Assessment and Accreditation and ALO
- Senior/Faculty Academic Assembly Co-Chair
- Rising/Admin. Academic Assembly Co-Chair
- Faculty Senate Chair

#### **Process and Steps**

1. The Board of Trustees formally *announced* that it is engaged in shared governance work with ESC (for the Board—May, 2019)
2. The Board formally *charged the President and Provost* to form a Task Force for the Review, Alignment, and Visibility of Shared Governance at Otis (Resolution July 2019)
3. With the charge at hand, the President and Provost *invited* prospective Task Force members, and *drafted a charge* for the Task Force (Sept 2019)
4. The community was informed through a joint message from the interim president, interim provost, and Board Chair of the Resolution, the Task Force makeup, charge, goals, process steps, and timeline. (mid-Sept 2019)
5. The work progressed as outlined in the Task Force charge, resulting in a central clearinghouse webpage, aligned *Statement on Shared Governance* for the College and accompanying *Visual Guide*. The Task Force reported progress to the Board, and recommended that the Statement be adopted by the Board (Spring 2020)
6. All Task Force reviewed internal and external resources, along with many other related materials (visuals, procedures, etc.) were posted on the new central Shared Governance webpage (Spring 2020)

#### **Internal Sources Reveiwed**

- The Task Force Charge
- Otis Academic Governance (from the 2019-20 Faculty Handbook)
- Task Force Process and Steps
- Otis Accreditation Team Reports
- Otis Executive Leadership
- The President’s Council
- Student Voice in institutional decision-making

## External Sources Reviewed

***Shared Governance in Times of Change: A Practical Guide for Universities and Colleges.*** Bahls, Steven C., AGB Press, 2014

<https://agb.org/product/shared-governance-in-times-of-change-a-practical-guide-for-universities-and-colleges/>

***How to Make Shared Governance Work: Some Best Practices,*** Bahls, Steven C., AGB Trusteeship Article, Volume 22, Number 2, March/April 2014

***Statement on Government of Colleges and Universities.*** Adopted by the American Association of University Professors, the American Council on Education, and the Association of Governing Boards.

<https://www.aaup.org/report/statement-government-colleges-and-universities>

***On Being Presidential: A Guide for College and University Leaders,*** Pierce, Susan R., Jossey-Bass/Inside Higher Ed, 2012 [Page 67-69 “Shared Governance” (*as to Presidents*)]