

Guidelines for GSC Committee Structure and Functioning

Approved Governance Steering Council 9/12/13

Revised on 9/26/14

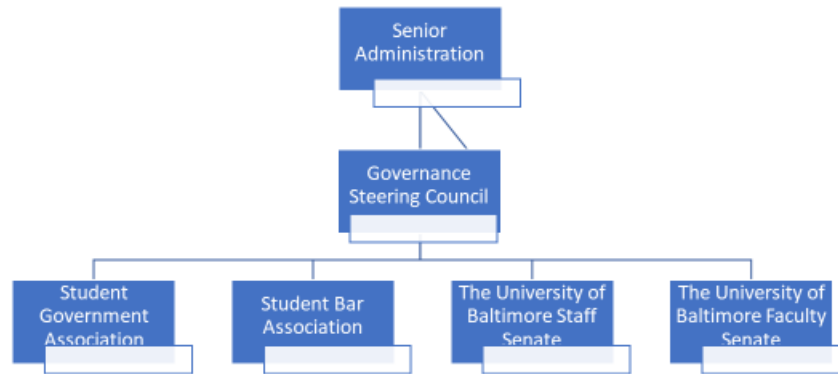
Revised on 4/16/2021

In an effort to facilitate the work of the University shared governance committees, the Governance Steering Council agrees to the following guidelines for the effective communication and functioning of the committees it governs:

1. Recognizing that the *Plan of Organization for Shared Governance at the University of Baltimore* outlines a general charge for each committee, the GSC recommends that the constituent senates contribute to each committee's action plan to support the general charges outlined in the *Plan of Organization*. Draft action plans for each standing committee will be created in May for the next academic year and be finalized by the GSC at the Joint Meeting in the Fall.
2. Unless otherwise specified in a charge or the plan of organization membership on the committees is not set and is open to any interested member of the campus community and shall last for one year. By the second Friday of September, official representatives from the Shared Governance organizations should be shared with the appropriate Chairs of the University Wide Committee. If the number of interested parties is too large to be effective, the chairs shall work with the GSC to determine final composition of the committee. By a vote of 2/3 of the voting representatives a member may be removed from the committee for non-attendance or non-participation. Committees must achieve a quorum to act. A quorum will consist of the majority of voting members and at least one member of every constituent group who has appointed members in the current academic year.
3. University wide committees shall have two chairs, one appointed by the GSC in consultation with the President and one that is voted by the membership of the committee in the first meeting of the committee during each academic year. The co-chairs shall have the power to set the agenda collaboratively and take the necessary steps to ensure that the committee is achieving its goals and expectations. Chairs of the University Wide committees should be prepared to attend any joint GSC meetings, and others as requested.
4. All committees shall hold their first meeting no later than October 1st each academic year. The committees will submit to the GSC an outline of their action plans by Oct. 15 annually and a summary of progress on their action plans following each committee meeting. GSC representatives will take this information back to their constituent senates. In developing their annual action plans,

the University shared governance committees are bound to pursue specific initiatives related to their general in the *Plan of Organization*.

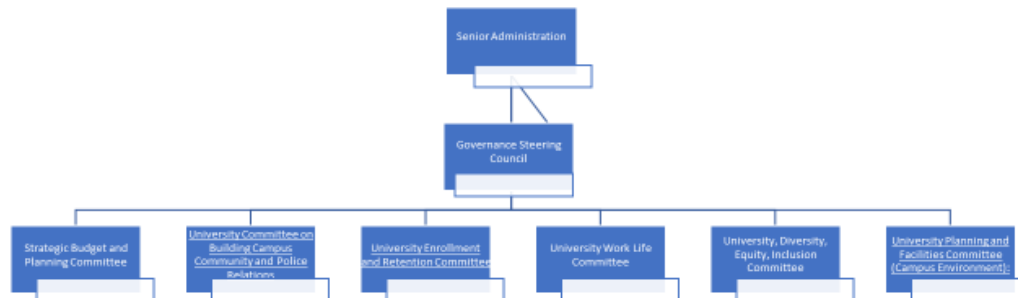
The University of Baltimore Shared Governance Structure (2021)



Governed by the Plan of Organization for Shared Governance at the University of Baltimore

- Contains general charge for each University Wide Committee
- Empowers constituent senates to focus on specific areas of general charge and seek actions of University Wide Committees via the GSC.

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