ARTICLE 1. Introduction

The Arts at Mason Board (AAMB) is a non-fiduciary board that seeks to make the visual and performing arts a pervasive element of life in the multiple communities served by George Mason University (Mason)’s College of Visual and Performing Arts. The AAMB seeks to expand opportunities for the development, presentation and appreciation of the arts and arts education within the region by appropriately linking the resources of the University to the communities.

ARTICLE 2. Arts at Mason Board of Directors

SECTION 1. Board of Directors - The AAMB Board of Directors shall have not less than fifteen (15) Directors with no set maximum but may set a maximum number of Directors as it deems appropriate.

SECTION 2. Annual Nomination of Directors – The Governance Committee shall from time to time propose qualified candidates for membership on the Board to the Chair and the Dean of the College of Visual and Performing Arts (CVPA).

SECTION 3. Terms of Directors – Directors shall normally be appointed for three-year terms. The length of a term may be adjusted if required so that approximately one-third of the Directors’ terms shall expire each year. Directors are expected to meet the requirements set forth in the Arts at Mason Board - Expectations and Responsibilities of Board Directors (attached).

SECTION 4. Ex-Officio Directors – The chair or president of any volunteer organization designated by the board as supporting the Arts at Mason shall be an Ex-Officio Director with voting rights. The Dean may appoint a limited number of CVPA faculty and staff to the Board as CVPA Ex-Officio Directors with voting rights.
ARTICLE 3. Meetings

SECTION 1. Annual Meeting – The annual meeting of the Arts at Mason Board shall be held at the discretion of the Chair in consultation with the Dean. The purposes of the annual meeting are to elect new officers, to receive an annual report from the Chair and the Dean of CVPA on the performance of the AAM in achieving its mission and strategic plan goals, and to consider such other items deemed appropriate by the Chair.

SECTION 2. Regular and Special Meetings – A schedule of regular meetings shall be established by the Chair annually. Special meetings may be called by the Chair as needed during the course of a year.

SECTION 3. Staff Responsibilities – A staff member in the College, designated by the Dean, shall serve as liaison to the Board, attend Board or Executive Committee meetings, handle arrangements for the meetings, communicate meeting dates, distribute the agenda, and be responsible for taking minutes and distributing minutes.

ARTICLE 4. Officers

SECTION 1. Officers – The Officers of the Board shall be Chair, Vice-Chair, and Treasurer.

SECTION 2. Term of Office – Officers will serve a two-year term and a maximum of two consecutive terms.

SECTION 3. Chair – The Chair will preside at all meetings of the Board and perform such duties as pertain to the office, including the establishment of committees, the appointment of committee chairs, setting the agenda for the Board and executive committee meetings, and such other duties as the Board or these operating practices require.

SECTION 4. Vice-Chair – At the request of the Chair, or in the event of his/her absence or disability, the Vice-Chair shall perform the duties and possess and exercise the powers of the Chair. The Vice-Chair shall have such other responsibilities as the Chair or Dean may authorize or assign.

SECTION 5. Treasurer – The Treasurer shall work with the CVPA Director of Finance/CFO to assure that all funds raised by the AAMB are properly segregated and accounted for. The Treasurer shall provide periodic reports to the Board on the status of the CVPA’s finances.

SECTION 6. Nomination and Election of Officers – The Dean shall appoint the Chair, and the Chair, in consultation with the Dean, shall propose a slate of Officers to the Board for consideration and approval at the annual meeting as officer terms expire. Officers shall be elected by a majority vote of those present at the annual meeting.
SECTION 7. Vacancies – Any vacancy occurring among the Officers of the Board may be filled by the Chair in consultation with the Dean.

ARTICLE 5. Committees

SECTION 1. Executive Committee – The Executive Committee shall consist of the Chair, Vice-Chair, Treasurer, Dean of the CVPA and other at-large Directors appointed by the Chair. The Executive Committee shall meet at the call of the Chair and may act in the Board’s role as necessary between regular or special meetings.

SECTION 2. Governance Committee – The Governance Committee shall:
• Vet proposed candidates
• Propose new Directors for the Dean’s and Chair’s approval
• Distribute to the Directors a self-assessment based on the Expectations and Responsibilities of Board Directors (see attached).

SECTION 3. Other Committees – Other standing or ad hoc committees may be established from time to time by the Chair in consultation with the Dean.

SECTION 4. Committee Chairs and Membership – The Chair shall appoint the committee chairs and committee members who need not be Directors of the Board, except for the Executive Committee.

ARTICLE 6. Amendment of the Operating Practices

These operating practices may be amended at any regular or special meeting of the Board by a majority vote.
Arts at Mason Board Committees:

Arts by George! Steering Committee
Audience Engagement Committee
Development Committee
Executive Committee
Governance Committee

CVPA Advisory Boards, Councils, Partnerships:

Computer Game Design Executive Advisory Board
Dance Partnership Council
Fairfax Spotlight on the Arts
Film at Mason Advisory Board
Friends of Center for the Arts Board
Friends of Music at Mason Advisory Board
Friends of Theater at Mason
Green Machine Boosters
Hylton Performing Arts Center Executive Board
Jazz 4Justice
Mason Community Arts Academy Board
Osher Lifelong Learning Institute
School of Art Advisory Council
Arts at Mason Board

Expectations and Responsibilities of Board Directors

March 2020

1. Serve as an informed ambassador for the Arts at Mason;

2. Support the mission of the College of Visual and Performing Arts and support Arts at Mason development and fundraising initiatives, including:
   a. Personally making an annual gift to the Arts at Mason at a level appropriate for the Board Director; and/or;
   b. Raising at least $2,500 annually, either directly through the Director’s annual gift (see above), or fundraising efforts for any CVPA special event, discipline, program, or activity in the Arts at Mason (for example: Arts by George!, Friends groups, Dean’s Advancement Fund, Center for the Arts, etc.);

3. Attend full board meetings (at least 3 times during the academic year) and serve actively on one board committee, task force, or on a CVPA friends group/advisory board;

4. Attend at least one special event, such as ARTS by George!, Off the Wall, Dance Fête, or the Hylton Gala;

5. Attend professional events and performances - the Great Performances at Mason and/or the Hylton Presents series - which is strongly encouraged and vital to supporting the mission of the College; and

6. Identify and cultivate new prospects for the Arts at Mason by bringing them to performances and activities on campus.
The College of Visual and Performing Arts

School of Art
School of Dance
School of Music
School of Theater
Arts Management Program
Computer Game Design Program
Film at Mason Program
Green Machine Ensembles
Mason Community Arts Program
Virginia Serious Game Institute

Center for the Arts, Fairfax Campus
Hylton Performing Arts Center, Science-Technology Campus