

Shared Governance of the Art History/Film and Media Studies TA Office and Graduate Library

- The TA office on the second floor of Humanities Gateway (HG 2230) is a work space, jointly shared by Art History and Film and Media Studies. All Art History and Film and Media Studies TAs will have access and be given a key to the space, regardless of their home program/department.
- All Art History and Film and Media Studies TAs have equal rights of access to using the space for work duties. Students may not claim specific cubicles or decorate them in ways that de-facto claim space or that interfere with other TAs' access to use the space. Personal items should be stored in lockers when TAs are not using cubicles.
- All Visual Studies and Film and Media Studies graduate students will also have access and be given a key to the space, but priority use of the space is guaranteed to TAs. Graduate student uses of the space must not interfere with TA duties or office hours. If conflicts or complaints arise about misuse of the space, privileges may be suspended for non-TA-related uses or new rules of conduct may be developed.
- Art History and Film and Media Studies instructors may use the TA office or the meeting rooms within it for staff meetings with their TAs.
- Concerns about TA duties and work-space concerns should be directed to the respective Department Chair. Department Chairs administer department labor assignments and related matters; Directors of Graduate Studies administer program requirements and advise on academic matters.
- In fall 2023, the Department Chairs of Art History and Film and Media Studies will jointly offer funds to replace the current decor in the room, to be replaced by prints or other decor chosen by graduate representatives of each department.
- The graduate library on the second floor of Humanities Gateway (HG 2100), is available to all Visual Studies, Art History 4+1, and Film and Media Studies graduate students. As needed, students may reserve the room for specific uses, such as taking a written exam or conducting a Zoom job interview. Students may reserve the space by contacting their respective graduate program coordinator; the graduate coordinator for each program will have access to a shared Outlook (or similar platform) calendar for this purpose.
- In fall 2023, the graduate students from Art History and Film and Media Studies will collectively determine any additional rules of conduct for the shared TA office and library spaces, to be effective winter 2024, subject to approval by the Department Chairs of Art History and Film and Media Studies.

James Nisbet, Chair of Art History
Lucas Hilderbrand, Chair of Film and Media Studies
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