



# MMEA Board Structure: Proposal to Accompany Bylaws

*Approved May 20, 2017*

## **Executive Board**

**President**  
**President-Elect**  
**Immediate Past-President**  
**Treasurer**  
**Secretary**

## **Executive Director (*ex officio*)**

## **Full Board**

*Please note that the descriptions for each of these positions will be developed further from the current format if the new board structure is approved, and that the job descriptions will become a part of the MMEA Policy Manual.*

**Region Representatives (5)** Region representatives serve as two-way communication conduits to their respective areas of the state. That is, through networking and coordination of student programming, professional development, and regional advocacy, region representatives (and their appointed committees) both serve our members and communicate information from the MMEA, and also learn about member and student needs so that MMEA can respond.

### **General Music Activities Coordinator**

Committee works on professional development and student programming related to general music education, and includes:

- a. Fall Workshop Chair

### **Vocal Activities Coordinator**

Committee works on professional development and student programming, related to vocal music education and includes:

- a. Elementary Honors Choir Chair
- b. Young Singers Choral Workshops Chair
  - i. YSCW Site Chairs

### **Instrumental Activities Coordinator**

Committee works on professional development and student programming related to instrumental music education, and includes:

- a. Instrumental Clinic Site Chairs

### **New Directions Coordinator**

Committee works on professional development and student programming “outside of the box” and includes:

- a. Honors Composition Concert Chair

### **Government Relations Coordinator** (also serves as ALF Representative)

Committee both seeks to keep the MMEA board and music teachers in MI well-informed about relevant local, state, and federal policy, rules, and legislation, and also takes proactive leadership with regard to suggesting policy and coordinating advocacy efforts.

- a. Policy Chair
- b. Advocacy Chair
- c. Government Communications Chair

### **Inclusive Instruction Coordinator**

Through professional development, student programming, and advocacy, this committee focuses on increasing access to music education for all students in the state, with particular attention to underrepresented populations. Chairs on this committee edit columns in the *Michigan Music Educator* and also consult with the activities coordinators on ways to make our events and professional development more inclusive.

- a. Exceptionality Chair
- b. Cultural Diversity/Social Justice Chair
- c. LGBTQIA Chair

### **Membership Coordinator**

Committee focuses on member service, recruitment, and retention and includes:

- a. Delegate from Collegiate NAFME
- b. Tri-M Chair
- c. Retirees Chair

### **Higher Education Coordinator**

Committee collaborates to provide research, consult on/create policy, recruit, develop, and retain excellent and diverse music teachers in MI, and includes:

- a. Research Chair: Coordinates the research preconference at MMC, edits research column in *Michigan Music Educator*.
- b. Mi-SMTE Chair: Coordinates sessions at MMC and ongoing work with the Society for Music Teacher Education.
- c. NAFME Collegiate Faculty Sponsor: coordinates with other NAFME collegiate chapter advisors, oversees and serves as resource for state Collegiate Board.
- d. Mentoring/Early Careers Chair: Coordinates sessions at MMC, designs and coordinates mentoring PD and programming.

### **Collegiate NAFME State President**

Committee coordinates collegiate membership (including recruitment efforts) and professional development, including sessions at MMC and the collegiate conference. The committee is comprised of the Elected State Collegiate NAFME Board.

- a. Vice President
- b. Secretary
- c. Social Media Chair

### **Journal Editor, *Michigan Music Educator***

Editorial Board serves as committee for journal. Note that some MMEA board positions include the MME editorial board as part of their responsibilities. Could appoint Copy Editor or other additional supporting volunteers as needed.

- a. Historian/Archivist

**Technology Coordinator/Webmaster**

Committee focuses on professional development and student programming, and includes:

- a. Chair of MMEA Technology Workshop
- b. Could continue to provide Technology Chair for MMC—although MMC is its own entity and this does not have to be a part of the committee's work.

**MMC Planning Committee Representative:** serves on the planning committee for the Michigan Music Conference as MMEA representative (along with president-elect). Invites and serves as contact person for MMEA headliner and elementary pre-conference presenter(s). Selects and schedules MMC sessions, including making room assignments and coordinating presiders. Manages needs such as instruments and technology for presenters.

**Professional Development Coordinator:** Investigates professional development needs of practicing music teachers and suggests relevant activities. Works closely with activities coordinators, particularly when developing new professional development activities to get these events off the ground.

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