

Guidelines for MSA SIGs

(Approved by the MSA Board on November 7, 2024)

SIG Expectations

- SIGs are guaranteed one panel, workshop, seminar, or roundtable (and possibly more) at the annual MSA conference.
- SIG panels/ streams at the conference will be made up of individual paper submissions, and the SIGs will select papers and form panels/ workshops/ roundtables/ seminars. SIGs will be asked to review submissions for other SIGs by the program committee, to keep the workload as even as possible. SIG leaders might consider forming a SIG sub-committee for the conference to review paper proposals.
- Additional SIG programming is at the discretion of the SIG leader(s) and group. (SIGs have organized reading groups, mentoring sessions, summer conference sessions, among other activities.)
- SIGs should make an effort to include graduate students and contingent faculty members in SIG programming and leadership.

SIG Leadership Guidelines

- SIG leaders/ co-leaders will serve a 2-year term, which is renewable for one term.
- Co-leadership is encouraged but not required.
- SIG leaders will be elected by the members of the SIG. Elections can be held in a virtual meeting or through a poll/ ballot at the discretion of SIG members. Elections should be called and organized by the SIG leadership or by a SIG member if the SIG leadership is interested in running for another term.
- The MSA Membership & Elections Chair will keep track of any open SIG leadership positions and announce elections with the assistance of current SIG leaderships. Elections will be held in the fall, shortly after the MSA conference.
- Every fall, SIG leaders should inform the MSA Membership & Elections Chair whether the SIG leaders are continuing in their positions, whether there is new leadership, or whether the SIG is retiring (regardless of whether an election was held).
- Current SIG leaders are responsible for recruiting new leadership for their SIGs.
- If a SIG leader steps down and is not replaced, the SIG is considered retired until there is renewed interest. Retired SIGs will be listed on the MSA website as such.

Establishment of New SIGs

- The MSA Membership & Elections Chair will send an email every fall shortly after the MSA conference with a list of active SIGs, their leadership (and contact info), and a call for new SIG proposals. (This will also include any open leadership positions; see above.)
- A proposal for a new SIG must include the SIG name, at least 5 members, a short justification for the SIG (500-750 words), and a programming plan for the next two years, including the names of 2 to 4 people (not including the listed 5 members) who are interested in taking future leadership positions.

- The creation of a new SIG is at the discretion of the MSA Board (by majority vote).
- All current and retired SIGs will be listed on the MSA website.
- The MSA will support six active SIGs.