

The California State University – Council on Ethnic Studies
Constitution and Bylaws

Article I: Name

The name of this organization shall be The California State University Council on Ethnic Studies.

Article II: Purposes

The purpose of The California State University Council on Ethnic Studies (CSUCES) is to:

- A. advance the discipline(s) of Ethnic Studies with focus on sharing and diffusion of the knowledge and critical understanding of the histories, cultures, intellectual traditions, lived-experiences, and social struggles of the four historically racialized core ethnic groups: Native Americans, African Americans, Asian Americans and Latina/o Americans;
- B. establish academic and professional standards to define the parameters of the discipline and to guide teaching, research, assessments, self-study, concepts of multicultural education, and modes of community and public engagement;
- C. promote research, study, teaching, learning, scholarly exchange, curriculum design, multicultural quality education, publication, and professional development of faculty and students in the discipline;
- D. monitor and support the status, viability, well-being, and sustainability of Ethnic Studies units in the academia and,
- E. link scholarship, teaching, learning, and community and public engagement through advocacy, activism, policy development, ongoing community capacity-building and involvement with issues, institutions, organizations, and movements concerned with building strong, self-affirming and resilient communities, a just and equitable multicultural society, and a good and sustainable world.

Article III: Membership

A. Kinds of Membership

There shall be five (5) kinds of membership on the Council: active members, associate members, student members, life members, and honorary members.

1. Regular Members

Any person who holds a faculty position in an Ethnic studies unit at a CSU campus or any administrator whose home department or program is an Ethnic Studies unit at a CSU campus shall be eligible for active membership in the Council and eligible for all rights and privileges of active members. Membership on the Council shall not lapse because of emerita/emeritus status, but emeritus and emerita faculty shall not be eligible to vote.

2. Associate Members

Any person who was a former member and is no longer an active member shall be eligible for associate membership in the Council. Any person, teacher, scholar, leader, administrator, community activist or other person who has a professional or intellectual interest in or is supportive of the issues, students, faculty, communities, and disciplines of Ethnic Studies shall be eligible for associate membership in the Council. Associate members shall not be eligible for holding office or voting.

3. Student Members

Any person enrolled as a full-time or part-time student in a graduate or undergraduate degree program in an Ethnic Studies discipline shall be eligible for student membership in the Council. Student members shall be eligible for voting and serving on committees, but not holding elective offices except other than such positions specifically designated to be held by students.

4. Life Members

Any person who, in support of the Council, pays an amount set by the Representative Assembly for this kind of membership is eligible for life membership. Life member who are not active members shall not be eligible for the rights and privileges of active members.

5. Honorary Members

Any person designated as such by the Representative Assembly for outstanding achievement or service in the advancement of the disciplines and communities of Ethnic Studies. Honorary members are not eligible to vote or hold office.

B. Dues

All persons so designated as eligible for active membership shall become a member upon payment of annual dues set by the Representative Assembly. Active membership shall be for one year and shall be renewed annually with payment of dues. Only members in good standing shall have the right to vote and hold office on the Council.

C. Loss and Reinstatement of Membership

Any member whose dues are in arrears for one month and has been notified in writing shall be dropped from the roster of membership. Notice of this action shall also be given. A member who has been dropped may be reinstated at any time by payment of dues.

D. Rate of Dues

Dues shall be set by the Representative Assembly. The Assembly shall establish a dues rate for students lower than the dues rate for active members. It may also establish rates lower for other persons designated as meriting such consideration. Honorary members shall be exempt from payment of dues.

Article IV. The Representative Assembly

A. Purpose

The Representative Assembly shall be the governing body of the Council and constitute and conduct itself based on the foundational principles of *self-determination* and *equal representation* of the four core ethnic studies groups: Native American; African American; Asian American and Latina/o American. This self-determination and equal representation shall be achieved through campus and statewide discipline-specific caucuses of each of the four Ethnic Studies groups and who shall elect their own representatives to the Assembly. The Representative Assembly so elected and constituted shall have full authority to represent and advance the discipline-specific and collective interests of Ethnic Studies and the Council.

B. Duties

The Representative Assembly shall:

1. establish the policies, priorities, and goals of the council
2. adopt the agenda and rules governing its meetings
3. enact measures as may be necessary to carry out policies and achieve the goals and objectives of the Council within the framework of the Constitution and By-Laws
4. establish academic standards for the disciplines of Ethnic Studies
5. receive, review and rule on recommendations of the Executive Committee and petitions filed by a group of members in good standing from at least five campuses
6. receive policy issues also from members while the Assembly is in session. The Assembly may then take up the matter or refer it to the Executive committee to review and formulate those matters and submit them for membership discussion at a subsequent meeting of the Assembly
7. approve and establish subsidiary structures
8. establish dues
9. approve budgets

C. Composition

There shall be 110 elected representatives in the Assembly. This shall include a total of 92 representatives from the 23 campuses, with one representative from each of the four discipline-specific campus caucuses or from an ethnic faculty group if no unit exists; there shall be eight (8) student representatives, two (2) each chosen by the statewide discipline-specific caucuses. There shall be fifteen (15) at large representatives from Ethnic Studies units elected by a statewide election by the membership at large.

D. Election of Representatives

1. There shall be campus discipline-specific caucuses and statewide discipline-specific caucuses.
2. Caucuses shall establish their own structures and procedures in accordance with the principles, goals, and policies of the Council.

3. Caucuses shall take all reasonable and appropriate steps to choose their representatives in the most open, fair, and democratic manner and not in conflict with the Constitution and By-Laws
4. Caucuses shall guarantee its active members an open, fair, and democratic nominating and voting procedure and respect their right to vote, seek and hold office and otherwise participate as provided for by the Constitution and By-Laws.
5. Each caucus shall elect representatives and alternates for the Assembly for one year. Election by the campus and state caucuses shall constitute election to the Assembly. Caucuses shall also fill vacancies in their representation.

E. Meetings

The Representative Assembly shall meet twice a year. The dates, times and means or place shall be determined by the Executive Committee. Notice shall be given in an appropriate manner and in adequate time for planning and preparation.

Article V: The Executive Committee

A. Authority

The Executive Committee of the Representative Assembly shall be responsible for the affairs of the Council between meetings of the Representative Assembly.

B. Composition:

The Executive Committee shall consist of the officers, two (2) members from each caucus, and three (3) members at large.

C. Duties:

1. Proposes agendas for meetings
2. Oversees progress on decisions made
3. Determines policy between meeting of the Representative Assembly
4. Presents budget proposals
5. Makes recommendations
6. Assist the President in identifying members for committees and taskforces
7. Review committee planning, receive committee reports and acts on committee recommendations
8. Implements programs adopted at Representative Assembly meetings
9. Fill vacancies occurring in the office of president, vice-president, secretary, treasurer, and other vacancies
10. Reports its actions to the Representative Assembly
11. Determines dates and times of meetings of the Executive Council and Representative Assembly
12. The Executive Committee shall meet twice during the semester and annually in conjunction with the Representative Assembly

D. Meetings:

The Executive Council shall meet at least quarterly and more often at the call of the President or on request of at least four members of the committee. Each member of the committee shall be given reasonable notice of the date and time and means or place of meeting.

E. Quorum:

A simple majority of the committee shall constitute a quorum for the transaction of business.

F. Terms of Office:

Members of the Executive Committee shall serve a term of one year.

Article VI: The General Assembly

A. Composition

The General Assembly shall be constituted by all the active members of the Council.

B. Duties

The duties of the General Assembly shall be:

1. Participating regularly in sessions of the Assembly
2. serving on committees of the Council
3. approving the institution and changes of the Constitution and By-Laws and reviewing and approving social policy statements and other matters deemed of similar weight and significance
4. reporting the issues and actions of the Assembly to their respective caucuses
5. dissemination of important information on the discipline and the Council to their respective campuses
6. facilitating the implementation of policies and goals of the Council on campuses
7. monitoring and advising the Council on important and actionable matters concerning Ethnic Studies, faculty, students, departments and programs and issues.

Article VII: The Officers

A. The officers of the Council shall be president, vice-president, past president, secretary, and treasurer and shall serve in rotation as representatives from each of the caucuses: Native American, African American, Asian American and Latina/o American.

B. Duties

1. The President shall:

- a. preside over the meetings of the Representative Assembly, the Executive Committee and the General Assembly and shall perform such duties deemed necessary to carry out the expressed wishes of the Council.
- b. serve as an ex-officio member of all committees and related entities of the Council.
- c. appoint committees deemed necessary to carry out the business of the Representative Assembly after consultation with the appropriate chairperson and with the approval of the Assembly. Page | 6
- d. submit annual progress reports to the Representative Assembly.

2. The Vice-President shall:

- a. fulfill the duties of the president in the event of the president's absence or disability
- b. perform such duties as may be designated by the president
- c. chair and coordinate the annual conference committee
- d. submit progress reports on the status of the conference planning committee to the Representative Assembly.

3. The Secretary shall:

- a. provide notification of the Representative Assembly and Executive Committee meetings and all relevant materials necessary for those meetings to all members of these bodies
- b. be responsible for the minutes of the meetings as well as non-fiscal records of the Council
- c. ensure that minutes be distributed to each member of the Representative Assembly and Executive Committee within 30 days of the conclusion of the meeting.

4. The Treasurer shall:

- a. be responsible for the receipt, deposit, withdrawal, and dispersal of all funds of the Council
- b. keep account of all funds and render periodic financial statements to the Representative Assembly and Executive Committee
- c. file appropriate year-end reports
- d. serve as chairperson of the Finance Committee

C. Terms of Office

The officers shall be elected by their statewide caucuses and shall serve a term of one year rotating each year between caucuses. The caucuses shall also fill vacancies that occur before the expiration of the terms of office.

Article VIII: Committees

- A. All first-year members of the Executive Committee must serve on a committee. All other members of the Representative Assembly must serve as a chairperson or vice chairperson of

a committee.

B. The president shall appoint the chair of all standing committees at the annual mid-year meeting of the Representative Assembly, with the consent of the Executive Committee. Members of the committees shall be appointed by the president in consultation with the Committee Chair and the consent of the Executive Committee. The president shall ensure that appropriate discipline-specific representation occurs on all committees.

C. The standing committees of the Representative Assembly shall include, but are not limited to the following: these should be as minimal as needed, they can become burdens when not really needed

1. Program Review & Accreditation
2. Budget
3. Conference
4. Constitution and Bylaws
5. Curriculum
6. Student Affairs
7. National Linkage
8. Membership
9. Community and Civic Engagement
10. Awards
11. Publications
12. Ethics
13. Public Relations

D. Ad Hoc Committees shall be established as necessary to carry out the goals of Council.

Article IX: Amending the Constitution

The steps involved in amending the Constitution are as follows:

- A. The proposed change(s) must be submitted in writing to the Constitution and Bylaws Committee for review and consideration.
- B. The Committee in consultation with the person who proposed the changes will draft the language to be presented to the Representative Assembly at the next scheduled meeting.
- C. If the Assembly approves the proposed change(s) by a simple majority vote, the proposed change will be mailed to all paid voting members along with a ballot to be returned with a positive or negative vote on the proposed amendment.
- D. If two-thirds (2/3) of the returned ballots support the proposed change(s), the change(s) is adopted after formal notification of the membership at the next annual business meeting.

CSU Council on Ethnic Studies | Steering Committee:

Melina Abdullah, Professor, Pan-Africana Studies, CSULA

Teresa Carrillo, Professor, Latina/o Studies, SFSU

Maulana Karenga, Professor and Chair, Africana Studies, CSULB

Linda Maram, Professor, Asian and Asian American Studies, CSULB

Kenneth Monteiro, Professor and Acting Director, Psych/Ethnic Studies, SFSU, Chair CSUCES

Boatamo Mosupyo, Professor, Ethnic Studies and Associate Dean, Sac State

Marcos Pizarro, Professor, Chicana Studies and Associate Dean, SJSU

Craig Stone, Professor Emeritus, American Indian Studies, CSULB