

Provost Council on African American Affairs

Bylaws

Provost Council on African American Affairs OF NEW MEXICO STATE UNIVERSITY BYLAWS

ARTICLE I. NAME, ADDRESS AND CORRESPONDENCE

Section 1. Name

The name of this organization shall be the Provost's Council on African American Affairs of New Mexico State University, hereinafter referred to as the Council on African American Affairs.

Section 2. Address and Correspondence

All correspondence shall be addressed to: Chair, Provost's Council on African American Affairs, New Mexico State University, Las Cruces, NM 88003. Correspondence from the Caucus will be mailed by the Executive Committee.

ARTICLES II. POLICY, PURPOSE, MENTORING AND PRINCIPLES

Section 1. Policy

Recognizing its obligation to advocate for equity in access and opportunity for all, it is the policy of the **Council on African American Affairs** to dispose of all appropriate matters coming before it without regard to race, color, religion, gender, sexual orientation, age, national origin, or political affiliation.

Section 2. Purpose

The **Council on African American Affairs** provides a forum for NMSU faculty and professional staff with common concerns, among them to serve the University community and to work toward the recruitment and retention of Black students, faculty, and professional staff, as well as the celebration of the diverse Black cultures at NMSU. The Council on African Affairs also provides advice to the executive team of New Mexico State University concerning academic and cultural programs supportive of these communities.

Section 3. Mentoring

The **Council on African American Affairs** will provide its members with mentoring and support to develop professionally. This support will be for employment, education, counseling and any other professional advancement of its members.

Section 4. Principles

- A. The **Council on African American Affairs** shall be politically nonpartisan.
- B. The **Council on African American Affairs** shall reach out within the campus and local community of New Mexico State University and appropriate educational agencies and direct itself toward the goals and objectives herewith stated.
- C. All general members **Council on African American Affairs** meetings are open to students, staff, faculty, University Administration, and locally interested community members.

ARTICLE III. EMPLOYMENT OPPORTUNITIES

Section 1. Individual members of the **Council on African American Affairs** shall be encouraged to endorse and support Black applicants for positions of employment and student enrollment at New Mexico State University.

ARTICLE IV. GOALS

Section 1.

Actively participate in the recruitment and retention of Black students.

Section 2.

Actively participate in the recruitment and retention of Black faculty and professional staff.

Section 3.

Seek to be informed about issues in the campus and local community related to the education of Black students. Including in to the public school system, in NMSU's Black Programs, and NMSU's Black Student Association.

Section 4.

Establish and support annual scholarships for Black students.

Section 5

Ensure the continuity and growth of academic programs in Africana Studies on the NMSU campus.

ARTICLE V. MEMBERSHIP

Section 1: Qualifications.

The **Council on African American Affairs** shall be a broadly based organization open to faculty, staff; and students who subscribe to and will work toward the goals of this council.

Section 2: Rights and Privileges.

The members of the **Council on African American Affairs** shall have the right to participate in deliberations and to vote on all matters coming before the body.

A. Members shall be admitted to the council as representatives of the community, Black Programs, Black Student Association, students, faculty, and staff.

ARTICLE VI. MEETINGS

Section 1. General Membership Meetings.

The Caucus shall meet once per month in Corbett Center unless otherwise determined by the chair. These meetings shall be designated general membership meetings. It shall be the duty of the Executive Committee to send a notice to each.

Section 2. Special Meetings

Special meetings for any purpose whatsoever may be called at any time by the chair or by three

(3) members of the council, upon written request to the chair at least 24 hours prior to the proposed meeting.

ARTICLE VII. OFFICERS

Section 1. Executive Committee.

The officers of the council shall be known as the Executive Committee. The officers of the Executive Committee shall consist of seven (7) members elected by the membership for a term of one (1) year to the offices of chair, vice-chair/chair-elect, secretary, treasurer, and three at-large members. The vice-chair/chair-elect shall assume the office of chair after the election of the in-coming vice-chair/chair, secretary, and treasurer.

Section 2. Member Selection

Member Selection shall be held during the last meeting of the spring semester. The officer's terms of office will begin immediately after the selection

Section 3. Duties.

The Executive Committee shall be in charge of the administration of the business of the council; The Executive Committee shall both schedule and announce meetings as well as record and distribute minutes of the general meetings via campus mail and e-mail prior to the next general meeting.

ARTICLE VIII. AMENDMENT OF BYLAWS

Section 1. Bylaws.

These bylaws may be amended by the affirmative vote of the majority of the members present at any general membership meeting. Amendments may be proposed by any member of the council. Amendments shall become effective, if adopted, after the revised bylaws have been rewritten and presented to the membership at the next general membership meeting for final approval. Adoption and approval will be by a show of hands of the majority of the members present.

ARTICLE IX. COMMITTEES

Section 1.

The Executive Committee will appoint such committees and task forces as deemed necessary.

All members shall serve for a term of two years as a committee chair or committee member of two years on a specific standing committee such as: Membership, Outreach and Marketing, Fundraising, Equal Employment and Retention, Scholarship. Once the term of two years has been completed on a specific committee, a member can begin serving on another committee as appointed by the executive committee.

(Updated as of May 13, 2023)