

# **Madison Hispanic Caucus at James Madison University: Constitution and Bylaws**

## **ARTICLE I. NAME**

### **Section 1. Name**

**The name of this organization shall be the Madison Hispanic Caucus.**

## **ARTICLE II. POLICY, PURPOSE, AND PRINCIPLES**

### **Section 1. Policy**

**Recognizing its obligation to advocate for fair representation and inclusion of all people, particularly Hispanics and Latinos(as), it is the policy of the Caucus to address all appropriate matters coming before it in accordance with the JMU community.**

### **Section 2. Purpose**

**The Madison Hispanic Caucus at James Madison University is an organization for faculty whose purpose is to be an advocate for Latino issues in higher education, including the educational welfare and advancement of Latinos/as at our University. Our goals are to cultivate a supportive and inclusive community on campus, promote social and cultural dimensions of Latino topics as related to education and well-being, and encourage a vibrant engagement with the diversity of Latino cultures.**

### **Section 3. Principles**

- The Caucus shall be respectful of all cultural, religious, and political views in accordance with JMU principles. Nonetheless, the Caucus will defend and advocate for policies, positions, and perspectives that protect and advance its members and the Hispanic and Latino/a population at JMU.**
- The Madison Hispanic Caucus shall reach out within the JMU community and appropriate educational agencies and direct itself toward the goals and objectives herewith stated.**
- All general Caucus meetings are open to Caucus members and invited guests.**
- The Caucus shall work closely with the Latino Student Alliance (LSA), and support all other Hispanic and Latino/a student organizations on campus.**

## **ARTICLE III. GOALS**

### **Section 1.**

**Actively participate in the recruitment and retention of Hispanic students and faculty through a mentoring program and co-sponsored events with LSA, coordination with Virginia K12 organizations, or by participating in JMU faculty searches or visitations.**

### **Section 2.**

Seek to be informed about issues in the campus and local community related to the education of Hispanic and Latino/a students (e.g. K-12, higher education and related issues in the commonwealth).

## **ARTICLE IV. MEMBERSHIP**

### **Section 1: Qualifications**

The Caucus shall be an organization open to JMU faculty with Hispanic or Latino/a heritage, who subscribe to and will work toward the goals of this Caucus.

### **Section 2: Rights and Privileges**

The members of the Caucus shall have the right to participate in deliberations and to vote on all matters coming before the body.

- Members shall be admitted to the Caucus as individuals, and not as representatives of departments, colleges or organizations.
- Members are invited to introduce any relevant topics of discussions through our Caucus private email list or as new business during Caucus meetings.
- Members shall respect the privacy of the Caucus email discussions and will not copy non-members or share or copy members' comments outside the discussion threads or closed meetings.

## **ARTICLE VI. MEETINGS**

### **Section 1. General Membership Meetings**

The Caucus shall meet once per semester, 2 times per year from September to May, unless otherwise determined by the chair. These meetings shall be designated general membership meetings. It shall be the duty of the Steering Committee or chair to send a notice to each member, at least three (3) weeks prior to the meetings via e-mail.

### **Section 2. Special Meetings**

Special meetings for any purpose whatsoever may be called at any time by the chair, upon written request to the chair at least 24 hours prior to the proposed meeting.

## **ARTICLE VII. GOVERNANCE**

### **Section 1. Steering Committee**

The officers of the Caucus shall be known as the Steering Committee. The officers of the Steering Committee shall consist of three (3) members elected by the membership for a term of three (3) years to the offices of chair, vice-chair, and secretary.

### **Section 2. Elections**

Elections shall be held during the first meeting of the spring semester, unless special circumstances require a fall meeting election. Terms of office will begin immediately after the elections.

### **Section 3. Duties**

The Steering Committee shall be in charge of the administration of the business of the Caucus; The Steering Committee shall both schedule and announce meetings for the fall and spring semesters 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 CONSTITUTION AND BYLAWS**

### **Section 1. Constitution and Bylaws**

**This constitution and bylaws may be amended by the affirmative vote of the majority of the members present at any general membership meeting. Any member of the Caucus may propose amendments. Amendments shall become effective, if adopted, after the revised constitution and 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: APPROVAL AND EFFECTIVE DATE**

### **Section 1.**

**This Constitution, its By-laws, were approved by the active membership on February 15, 2017 and became effective immediately.**