



LGBTQ+ Faculty & Staff Association

Constitution

Article I: Purpose

- A.** The Association supports faculty and staff in networking, socializing, and advocacy.
- B.** To promote Lesbian, Gay, Bisexual, Transgender, and Queer + (LGBTQ+) faculty and staff involvement and visibility at the University of North Dakota.
- C.** To promote a sense of community and unity among the LGBTQ+ population at the University.
- D.** To support efforts to develop and maintain a culture of equity and inclusion at the University.

Article II: Statement of Inclusion

- A.** The Lesbian, Gay, Bisexual, Transgender, and Queer + Faculty and Staff Association (“LGBTQ+ FSA” or “Association”), uses the LGBTQ+ acronym to refer to any person who identifies with an underrepresented sexual orientation, gender identity, or gender expression.
- B.** The Association recognizes, welcomes, and is inclusive of all identities.
- C.** The Association shall not restrict membership or discriminate on the basis of any social identity, including sexual orientation, gender identity, and gender expression.

Article III: Organizational Structure and Governance

- A.** The Association shall be governed by this Constitution and its Bylaws.
- B.** The Association's organizational structure will consist of an elected Board and general members.
- C.** The duties and responsibilities governing the Association’s organization structure shall be defined in the Association’s Bylaws.
- D.** The Board may appoint a standing committee or task force to assist with Association business on an as-needed basis outlined in the Association’s Bylaws.

Article IV: Voting

Voting by the membership shall take place at the Association meetings or by any method approved by the Board. The Board shall decide the manner, date, and time for voting. All votes shall be decided by a simple majority vote with the exception of amendments to the Constitution and By-laws.

Article V: Meeting and Elections

The Board shall determine the dates and times for Association meetings and elections. The board shall communicate that to the association members.

Article VI: Records

The Administrative Officer shall be responsible for keeping a record of all meetings, financial records, reports, and correspondence of the Association.

Article VII: Amendments

The Constitution can be amended by a two-thirds majority vote of the general membership. Proposals for changes shall be submitted to the Board two weeks prior to the next meeting to be heard.

Bylaws

Article I: Name

The name of the Association shall be the LGBTQ+ Faculty & Staff Association at the University of North Dakota.

Article II: Mission

The University of North Dakota LGBTQ+ Faculty & Staff Association exists to support and promote Lesbian, Gay, Bisexual, Transgender, and Queer + faculty and staff on campus, by offering networking opportunities, advocacy, and visibility to develop and maintain a culture of equity and inclusion.

Article III: Core Activities

A. Community Building

The Association will create a space for Faculty and Staff to gather and connect across campus, departments, divisions, and colleges while developing and maintaining a visible presence on campus through events, activities, and communications.

B. Resources

The Association will provide support resources for current and new LGBTQ+ faculty and staff to help them connect with the UND community and serve as a bridge between university administration, faculty, and staff.

C. Meetings

The Association shall convene for a Business meeting at least twice per semester during the academic year (Fall and Spring). Business meetings during the summer term will occur on an as-needed basis.

D. Advocacy

The Association will engage in advocacy work on behalf of the LGBTQ+ community.

Article IV: Membership

A. Membership Requirements:

Membership in the LGBTQ+ Faculty & Staff Association is open to all faculty and staff committed to the mission and positive promotion of the association and currently employed at the University of North Dakota. The Association recognizes, welcomes, and is inclusive of all identities. The Association shall not restrict membership or discriminate on the basis of any social identity, including sexual orientation, gender identity, and gender expression. In accordance with UND's non-discrimination policy, the association will not tolerate nor permit unlawful discrimination and harassment.

B. General Membership

- i. Voting is restricted to members that are formally established with the association.

- ii. Members can be formally established with the association by expressing intent to join as a general member of the association to the Administrative Officer.

Article V: Executive Board

A. Composition: The association shall be governed by an elected Board to be comprised of elected officers. The elected Board shall exercise all the powers and duties of the association.

B. Board

- i. Chair
 - a) Serves as the primary point of contact for the faculty and staff in the association.
 - b) Responsible for organizing and chairing meetings.
 - c) Manages communications about the association to current and prospective members.
 - d) Serves as liaison to University Administrators and the campus community.
 - e) Will serve as the chair-elect for one year prior to holding the Chair position.
 - f) Will hold the Chair position for one year.
- ii. Chair-Elect
 - a) Serves as the backup primary point of contact for the faculty and staff in the association.
 - b) Will organize and chair meetings in absence of the Chair.
 - c) Will serve as the Chair-Elect for one year.
 - d) The Chair-Elect will transition to the Chair position after holding the Chair-Elect position for one year.
- iii. Administrative Officer
 - a) Responsible for keeping a record of meeting minutes, financial records, and correspondence of the association.
 - b) Will keep a record of all faculty and staff membership.
 - c) Maintain a shared drive (Teams, Share Point) that will continue for the life of the association.
- iv. Event and Activities Coordinator
 - a) Responsible for coordinating social events and activities for members.
 - b) Will communicate and advertise to members of the association about the upcoming events with reasonable notice.
- v. Advocacy Coordinator
 - a) Identify and lead initiatives that the association can adopt to better advocate on behalf of LGBTQ+ faculty and staff on campus.
 - b) Will create and oversee a strategic plan for the association.
- vi. Pride Center Liaison (ex officio)
 - a) Serves as an ex-officio member to communicate campus LGBTQ+ initiatives and serve as a resource to the association.
 - b) Will serve as a point of contact for students regarding the association.

C. Term of Office

- i. Officers serve one-year terms that begin on July 1.
- ii. An individual may run for re-election in the same role for up to 3 consecutive or non-consecutive terms. Term limits reset after 5 years.

D. Removal from Office: Removal of officers must be made by a simple majority of voting members.

Article VI: Committees

Committees or task forces may be created with an appointed chair by the Executive Board on an as-needed basis.

Article VII: Elections

With the exception of ex officio positions, Executive Board positions will last for one term, which is equal to one year. Elections will be held in the Spring semester (April or May) with the incoming board members assuming duties on July 1. In the event of position vacancies, replacement board members will be appointed by the Board until the next general election.

Article VIII: Amendments

The Bylaws can be amended by a simple majority vote of the general membership. Proposals for changes shall be submitted to the Executive Board two weeks prior to the next meeting to be heard.

Last updated on September 28, 2022