



The Equity, Inclusion, and Justice Committee Bylaws

The Associated Students of Lewis & Clark

Article I - Purpose and Scope

1. The Equity, Inclusion, & Justice Committee (hereafter: EIJC or the committee) exists to support historically underrepresented student groups, respond and make proactive efforts toward preventing hate and bias-related incidents, advocate for equitable and inclusive practices on campus, and to protect and promote the diversity of identities and ideologies on campus.

Article II - Membership

1. The EIJC shall be made up of students of the Lewis & Clark College of Arts & Sciences
2. The EIJC shall include:
 - a. The EIJC Chair (1)
 - b. The EIJC Vice Chair (1)
 - c. The General Council
 - i. Shall include no less than one (1) ASLC Senator
 - ii. Shall not exceed ten (10) members
 - d. The United Front
3. EIJC Chair (hereafter: the Chair)
 - a. Shall set meeting times for the EIJC
 - b. Shall set an agenda for all EIJC meetings
 - c. Shall never vote in EIJC decisions
 - d. Shall organize all official EIJC responsibilities contained within these bylaws
 - e. Shall initiate contact with the Dean of Equity and Inclusion and the Director of Inclusion and Multicultural Engagement at the start of their term, and maintain contact throughout their term as necessary
 - f. Shall act as liaison between the EIJC and the ASLC Senate
 - i. Shall attend and provide updates at the weekly ASLC Senate
 - g. Shall serve on the ASLC Cabinet
 - h. Shall appoint EIJC General Council Members, excluding the EIJC Senator
 - i. Shall be selected by the EIJC Chair-Application Review Board prior to the academic year of service
4. EIJC Vice Chair
 - a. Shall act as an assistant to the Chair

- b. Shall assume all powers and responsibilities of the Chair if the Chair is unable or as is designated by the Chair
 - c. Shall be selected by the Chair from the EIJC General Council
5. General Council Members
- a. Shall be formally appointed through a rolling application process, or at the Chair's discretion
 - b. Shall serve as voting members for decisions and statements made formally by the EIJC
 - c. Shall vote on the allocation of the EIJC Grant
 - d. Shall assist in the coordination and advertisement of all EIJC events and initiatives
 - e. Shall perform all duties as designated by their position description
 - f. Shall serve as liaisons between the EIJC and the Lewis & Clark community
 - g. Shall, with consent, provide feedback to the EIJC detailing student comments, concerns, and experiences as they relate to the responsibilities of the EIJC
 - h. Shall, as necessary, collect, retain, and distribute information about resources pertaining to diversity, equity, inclusion, and justice offered both on and off-campus
 - i. Shall be available to all students wishing to contact them regarding their official duties via email, office hours, or another chosen method
 - j. Shall, as necessary, initiate contact with recognized student affinity groups on campus and provide support
 - k. May serve as both a member of the General Council and of the United Front if they so choose
 - l. May continue service as a member of the General Council without yearly reapplication, unless removed by official process
6. The United Front
- a. Shall consist of representatives from student unions and affinity groups
 - b. Shall select a spokesperson for each academic year, or as necessary
 - i. The spokesperson shall schedule and conduct United Front meetings,
 - ii. Shall maintain communication with the EIJC Chair and The Office of Inclusion & Multicultural Engagement about the efforts of the United Front
 - c. Shall meet throughout the year as called for by its members
 - d. May send up to two (2) representatives to serve on the Student Organizations Committee
 - e. Shall produce statements and act on behalf of the United Front as deemed necessary by the United Front

Article III – Selection

- 1. Selection of the Chair
 - a. The EIJC Chair-Application Review Board shall be responsible for the selection of the incoming EIJC Chair

- i. Shall consist of three (3) members:
 - 1. The sitting Chair
 - 2. The United Front spokesperson
 - 3. One (1) member of the IME Student Staff
 - ii. Shall select the applicant who most exemplifies the purpose and scope of the EIJC
 - iii. If the sitting chair is running for reelection, their seat on the Application Review Board shall be filled by the sitting ASLC President
 - b. Application circulation and selection of the Chair shall take place concurrently with the ASLC Cabinet Elections
 - c. Applicants must have served on the ASLC Cabinet, Senate, the EIJC or in a comparable role for no less than one semester
- 2. Selection of General Council Members
 - a. The EIJC Chair shall circulate applications for EIJC General Council members
 - i. Shall take place before or within one week of the first convening of the ASLC Senate
 - ii. Shall remain open on a rolling basis until the member limit is reached
 - b. Application forms are to be drafted and altered by the Chair as necessary and at their sole discretion
 - c. All other application procedures not stipulated in these bylaws are to be set by the Chair
 - d. Applications from students not selected to serve as General Council Members shall be kept on file for one (1) academic year
 - i. May be contacted at the Chair's discretion, or upon resignation or removal of a Council member mid-year
 - e. Removal of General Council Members
 - i. General Council members may be removed from the EIJC by a two-thirds (2/3) vote of the General Council, the United Front, or the ASLC Senate
 - 1. May be removed due to failure to fulfill duties or expectations as delineated in the EIJC bylaws and the EIJC
 - 2. May be removed due to repeated absence or failure to fulfill committee expectations without notice to the Chair
- 3. Selection of The United Front
 - a. Members of the United Front shall be selected at the discretion of the union or organization they represent

Article IV - Monies

- 1. The Chair must apply for a budget from the Student Organizations Committee during the yearly allocation process
 - a. Shall be used to carry out assigned and assumed duties of the committee
- 2. The Chair must apply for funding for the following:

- a. The EIJC Grant
 - b. General Council stipends
 - c. EIJC Operations
3. The EIJ Grant shall be allocated exclusively by the EIJ General Council to students and student groups with initiatives in alignment with the purpose and scope of the EIJC
 4. The EIJ Grant application shall be circulated throughout the year and made available on the ASLC website
 5. The proposed budget must be approved by a majority ($> \frac{1}{2}$) vote of the General Council before submission to the Student Organizations Committee

Article V - Operation

1. A majority ($> \frac{1}{2}$) of the General Council's sitting members shall constitute a quorum under which the committee may conduct business
2. A majority ($> \frac{1}{2}$) of the United Front's sitting members shall constitute a quorum under which the United Front may conduct business
3. All committee decisions shall be decided by vote

Article VI - Amendments

1. These bylaws may be amended by a two-thirds ($\frac{2}{3}$) vote of the ASLC Senate