

## 2022 BFASA Proposed Bylaw Amendments

Current Bylaw	Proposed Bylaw Amendment
<p>Article 1: Name</p> <p>The name of this organization is the University of California, Riverside, Black Faculty and Staff Association, hereinafter referred to as BFASA.</p>	<p>Article 1: Name (no change)</p> <p>The name of this organization is the University of California, Riverside, Black Faculty and Staff Association, hereinafter referred to as BFASA.</p>
<p>Article 2: Mission</p> <p>The mission of BFASA is to create and maintain a climate which is conducive to the wellbeing and professional development aspirations of UCR's Black staff, faculty, and students and as well as the community at large.</p>	<p>Article 2: Mission (no change)</p> <p>The mission of BFASA is to create and maintain a climate which is conducive to the wellbeing and professional development aspirations of UCR's Black staff, faculty, and students and as well as the community at large.</p>
<p>Article 3: Purpose</p> <p>The purpose of the University of California, Riverside, Black Faculty and Staff Association (BFASA) is to strengthen relationships amongst Black staff, faculty, and students as well as the campus and local community, to encourage the recruitment and retention of Black staff, faculty, and students and enhance staff advancement and career development opportunities.</p>	<p>Article 3: Purpose (no change)</p> <p>The purpose of the University of California, Riverside, Black Faculty and Staff Association (BFASA) is to strengthen relationships amongst Black staff, faculty, and students as well as the campus and local community, to encourage the recruitment and retention of Black staff, faculty, and students and to enhance staff advancement and career development opportunities.</p>
<p>Article 4: Membership Criteria</p> <p><b>Dues Paying Members:</b> Membership to BFASA is not limited to those who identify as African Americans or Black only, but rather to "University of California Riverside employees" who subscribe to the spirit and intent of the association's mission. Membership in the association will not be denied to anyone on the basis of race, religion, national origin, age, sex, disability, veteran's status, or sexual orientation. For the purposes of clarification, retired employees of the University of California Riverside are also considered eligible.</p> <p><b>Dues Paying</b> Members shall have full voting rights and eligibility to participate in committees and serve on the BFASA Executive Board or Executive Committee.</p> <p>BFASA Affiliate: Individuals from the university and community who subscribe to the spirit and intent of the association's purpose and mission may seek designation as a BFASA Affiliate.</p> <p>BFASA Affiliates may attend BFASA activities including meetings and serve on any Committee but may not serve as Committee Chair or Vice Chair. BFASA Affiliates are also ineligible to vote or serve on the BFASA Executive Board or Executive Committee.</p> <p><b>Non-Dues Paying Members:</b> Members who do not pay dues are eligible to attend monthly meetings. However, they are ineligible to vote or serve on the BFASA Executive Board, Executive Committee or Committees of BFASA.</p>	<p><b>Article 4a: Membership Criteria</b></p> <p>Membership to BFASA is not limited to those who identify as African Americans or Black only, but rather to "University of California Riverside employees" who subscribe to the spirit and intent of the association's mission. Membership in the association will not be denied to anyone on the basis of race, religion, national origin, age, sex, disability, veteran's status, or sexual orientation. For the purposes of clarification, retired employees of the University of California Riverside are also considered eligible.</p> <p>Members shall have full voting rights and eligibility to participate in standing committees and serve on the BFASA Executive Board or Executive Committee.</p> <p>To officially become a BFASA member, individuals will need to complete the BFASA Membership Declaration Form found at the link below. BFASA membership will expire on an annual basis and must be renewed in order to continue to receive member benefits. New members can join at any time by simply completing the declaration form. The membership renewal announcement will take place during September's general meeting. Those that do not renew during September can still renew at any time during the year but risk losing access and notifications to BFASA membership benefits for the time being. Implementation of the usage of the declaration form shall go into effect beginning September 2023.</p> <p><a href="https://forms.gle/QQdhpYVR9rYRCTTH8">https://forms.gle/QQdhpYVR9rYRCTTH8</a></p> <p>BFASA membership can be canceled at any time. An email explicitly making a request to cancel membership will need to be sent to the current BFASA Chair or Vice Chair.</p>
	<p><b>Article 4b: Membership Benefits</b></p> <p>BFASA membership benefits include, but are not limited to, the following:</p> <ul style="list-style-type: none"> <li>• letter of recognition confirming membership in the organization (this can be provided to supervisors and superiors requesting proof of membership to allow for organizational participation)</li> <li>• mental health and wellness trainings, workshops, activities, and other related resources</li> <li>• professional development trainings, workshops, events, materials, and programs</li> </ul>

	<ul style="list-style-type: none"> <li>opportunities to provide professional, academic, and social support to UCR’s Black undergraduate population</li> <li>volunteer opportunities reserved primarily for BFASA members</li> <li>opportunities to participate in campus-wide and UC-wide efforts to improve the working conditions and overall experience for faculty and staff</li> <li>access to Black professional networks existing within the UC system as well as with other higher education institutions and the Black community at large</li> <li>expanded support when dealing with any workplace issues in your respective department/office/unit</li> <li>opportunities to gain leadership and programming experience</li> </ul>
	<p>Article 4c: BFASA Affiliates</p> <p>BFASA Affiliate: Individuals from the university and community who subscribe to the spirit and intent of the association’s purpose and mission may seek designation as a BFASA Affiliate.</p> <p>BFASA Affiliates may attend BFASA activities including general meetings and serve on any standing committee (excluding the Elections Committee and Bylaws Committee) but may not serve as Chair or Vice Chair for a standing committee.</p> <p>BFASA Affiliates are also ineligible to vote or serve on the BFASA Executive Board or Executive Committee.</p>
<p>Article 5: Membership Dues and payment</p> <p>Annual Dues for BFASA members shall be \$60 for a complete fiscal year from July to June.</p> <p>Payment of dues shall entitle BFASA members with full voting rights including committee membership.</p> <p>Annual Dues for BFASA Affiliates shall be \$30 per year for a complete fiscal year from July to June.</p> <p>Dues may be paid for the remainder of the year or on a monthly basis through recurring payment such as Direct Deposit. The Treasurer of BFASA may include additional charges to accommodate any fees or surcharges for their payment structure if necessary. Should this occur, the Treasurer shall provide language that clarifies the fees in writing.</p> <p>For one-time payments, Membership shall be prorated for the year depending on when an individual opts to join BFASA. Prorating of membership shall be assessed at 1/12 of a full year’s membership for each remaining month in a year.</p> <p>For example, a full membership for BFASA members would be assessed at the following rate:</p> <p>July - \$60  August - \$55  September - \$50  October - \$45  November - \$40  December - \$35  January - \$30  February - \$25  March - \$20  April - \$15</p>	<p>Article 5: Member and Affiliate Donations</p> <p>BFASA is not a dues-paying organization.</p> <p>BFASA allows for members and affiliates to donate to the organization.</p> <p>100% all donations made to BFASA will be used to support the mission and purpose of the organization. All donations received by BFASA are non-refundable per UCR policy.</p> <p>We ask that all BFASA members consider donating at least \$60.00 dollars per year (amount subject to change). How members decide to donate this amount (annually or monthly for example) is at their discretion.</p> <p>Affiliates are free to donate at their discretion. All donations will be applied to BFASA’s general operating fund.</p> <p>All UCR staff and faculty (including BFASA members that are currently employed by UCR or in retirement status) that wish to make a one-time or recurring monthly donation can do so via BFASA’s donation website listed immediately below. The BFASA donation website is better suited for all that wish to make a one-time donation and is the only method for non-UCR employees for both one-time and recurring donations.</p> <p><a href="https://give.communityfunded.com/o/university-of-california-riverside/i/ucr-support/s/black-faculty-staff-association">https://give.communityfunded.com/o/university-of-california-riverside/i/ucr-support/s/black-faculty-staff-association</a></p> <p>Shortened URL link (Vanity URL link) to donation website:  <a href="https://donate.ucr.edu/BFASA">donate.ucr.edu/BFASA</a></p> <p>BFASA’s donation website allows for donors to select from preset amounts (\$5, \$10, or \$20) or the custom amount option.</p>

<p>May - \$10 June - \$5</p> <p>Annual dues may be adjusted with a majority vote from the BFASA Executive Committee and a majority vote from all Dues Paying BFASA Members. Dues adjustments shall occur no more than once per year. Votes on the adjustments to annual dues shall coincide with the election of each year's Executive Board.</p> <p>BFASA Affiliates and non-dues paying BFASA members who participate in BFASA events may be subject to additional charges for activities that require charges. Differences in charges shall be clarified in writing for said events.</p> <p>Membership dues, and all bylaws which make direct reference to them, shall not be enforced until such infrastructure exists to properly receive and disburse dues. Upon creation of said infrastructure, membership dues and all attached bylaws shall be made active as of July 1st of the next Academic Year. The Executive Board shall issue a notice to membership in written form upon official establishment of infrastructure.</p>	<p>All individuals that wish to cancel their recurring donation regardless of their connection with BFASA can do so by contacting UCR's Gift Administration Team via email at <a href="mailto:ucrgifts@ucr.edu">ucrgifts@ucr.edu</a>.</p> <p>BFASA members and affiliates that are employed at UCR that wish to donate via payroll deduction (pretax) on a recurring basis can complete the form included directly below. One-time donations via payroll deduction are not an option. This is the ideal method for all BFASA members and affiliates employed by UCR that wish to donate on a recurring basis. Preset contribution amounts (\$5, \$10, or \$20) or custom amount are available.</p> <p><a href="https://myadv.ucr.edu/forms/BFASAPayroll/22BFASABC">https://myadv.ucr.edu/forms/BFASAPayroll/22BFASABC</a></p> <p>UCR employees that are paid on a bi-weekly basis will have the monthly amount they select to donate split between two paychecks. (Example – For employees that are paid bi-weekly that opt to donate \$20 per month, \$10 from each paycheck will be deducted.) Should employees receive more than 2 paychecks within a given month, the set contribution amount will still be split between 2 paychecks.</p> <p>When the payroll deduction option is selected, employees will have two methods in which they can donate. On the payroll deduction form in the “Gift Type” section, employees will have two options: “Recurring Monthly Payroll Deduction” or “Pledge Payments Via Payroll Deduction.”</p> <p>The “Recurring Monthly Payroll Deduction” option will deduct the preset amount selected from the monthly (or bi-weekly) paycheck for as long as said UCR employee is employed by the institution or opts to cancel the payroll deductions.</p> <p>The “Pledge Payments Via Payroll Deduction” option will deduct the preset dollar amount selected from the monthly (or bi-weekly) paycheck up to the total pledge amount said UCR employee commits. This option requires that an overall pledge amount be selected. (Example – if Person A pledges to donate \$1,000 to BFASA and opts to donate \$20 per month, Person A will donate \$20 per month until a total donation amount of \$1,000 is reached. At this point the payroll deductions would automatically stop.)</p> <p>UCR employees that wish to cancel their payroll deductions to BFASA can do so at any time by completing the form found at the link below.</p> <p><a href="https://myadv.ucr.edu/forms/Cancel">https://myadv.ucr.edu/forms/Cancel</a></p> <p>UCR students, at all levels, can also donate to BFASA and should follow the instructions for donations made by affiliates. However, UCR students are encouraged to not contribute monetary donations as the mission of BFASA is to support their success and not for them to support our success especially financially.</p>
<p>Article 6: Finances</p> <p>All funds of BFASA for the operation, development, and maintenance of the organization shall be provided by voluntary gifts, dues, donations, and contributions and by special fund-raising efforts authorized by the Executive Committee. All monies shall be deposited by the Treasurer in a banking institution designated by a majority vote of the Executive Committee.</p> <p>No monies shall be collected by individual members of BFASA for any cause without consent of the Executive Committee.</p>	<p>Article 6: Finances</p> <p>All funds of BFASA for the operation, development, and maintenance of the organization shall be provided by voluntary gifts, donations, contributions and by special fund-raising efforts authorized by the Executive Committee.</p> <p>All monies shall be deposited by the Treasurer into the BFASA Fund that is managed by UCR's Administrative Services and Strategic Team.</p> <p>No monies shall be collected by individual members of BFASA for any cause without consent of the Executive Committee.</p>
<p>Article 7: Officers</p> <p>Elected officers are the Chair, Vice Chair, Secretary, and Treasurer. These officers, in addition to the Immediate Past Chair, constitute the Executive Board. Together these officers and the standing</p>	<p>Article 7: Officers</p> <p>Elected officers are the Chair, Vice Chair, Secretary, and Treasurer. These officers, in addition to the Immediate Past Chair, constitute the Executive Board. Together these officers and the standing</p>

<p>committee chairs shall make up the Executive Committee of BFASA. The BFASA Executive Committee shall propose a calendar of events by each October's BFASA meeting. Officers shall be elected from the dues-paying membership and must be current in his/her dues. Officers of the Executive Board and the Executive Committee shall not receive compensation for services rendered except for out-of-pocket expenses that have been given prior approval by the Executive Committee.</p>	<p>committee chairs shall make up the Executive Committee of BFASA. Should the standing committees have no chairs, then the Executive Board will also dually serve as the Executive Committee.</p> <p>The BFASA Executive Committee shall propose a calendar of events by each October's BFASA meeting.</p> <p>Officers shall be elected from BFASA members. Officers of the Executive Board and the Executive Committee shall not receive compensation for services rendered except for out-of-pocket expenses that have been given prior approval by the Executive Committee.</p>
<p>Article 8: Chair</p> <p>The Chair is the chair of the organization and presides over BFASA meetings. The Chair is charged with ensuring that a meeting agenda is set and that meetings are called in a timely fashion. The Chair shall also ensure that the decision of the BFASA membership is carried out. In addition, the Chair serves as the spokesperson of the organization.</p>	<p>Article 8: Chair</p> <p>The Chair is the chair of the organization and presides over BFASA meetings. The Chair is charged with ensuring that a meeting agenda is set and that meetings are called in a timely fashion.</p> <p>The Chair shall also ensure that the decisions of the BFASA membership are carried out.</p> <p>In addition, the Chair serves as the spokesperson of the organization and will represent (or designate a BFASA member representative) when dealing with internal and external parties and matters.</p> <p>The Chair will manage BFASA's general email account (<a href="mailto:bfasa@ucr.edu">bfasa@ucr.edu</a>) responding to and routing all inquiries as needed.</p> <p>Both Chair and Vice Chair will keep constant contact with all BFASA standing committees to ensure that said committees are staying on task.</p> <p>The Chair will create special temporary committees as needed to properly address any unique circumstances that warrant such action.</p> <p>The Chair along with Vice Chair, towards the end of term in office, will create an annual report discussing the accomplishments and challenges BFASA achieved and encountered during the year. The report will also include projections and recommendations the organization should consider beginning with in the incoming Executive Board.</p>
<p>Article 9: Vice Chair</p> <p>The Vice Chair will preside over BFASA meetings in the absence or disability of the Chair. The Vice Chair is also the chair of the Elections committee.</p>	<p>Article 9: Vice Chair</p> <p>The Vice Chair will preside over BFASA meetings in the absence or disability of the Chair.</p> <p>The Vice Chair is also the chair of the Elections Committee.</p> <p>The Vice Chair is responsible for managing the BFASA membership database, listserv, and website.</p> <p>Both Chair and Vice Chair will keep constant contact with all BFASA standing committee to ensure that said committees are staying on task.</p> <p>Both Chair and Vice Chair, towards the end of term in office, will create an annual report discussing the accomplishments and challenges BFASA achieved and encountered during the year. The report will also include projections and recommendations the organization should consider beginning with in the incoming Executive Board.</p>
<p>Article 10: Secretary</p> <p>The Secretary shall maintain the minutes and proceedings of all meetings and shall record all votes of the organization. Meeting minutes will be distributed via online repository for members and the Executive Committee to access when necessary. The Secretary shall maintain a BFASA mailing list of all dues-paying members, BFASA Affiliates and relevant stakeholders. A person's name shall be</p>	<p>Article 10: Secretary</p> <p>The Secretary shall maintain the minutes and proceedings of all meetings and shall record all votes of the organization. Meeting minutes will be distributed via online repository for members and the Executive Committee to access when necessary.</p>

<p>removed from the BFASA member directory at this individual's request, preferably in writing, or by action of the Executive Committee.</p> <p>The Secretary shall also keep the records of BFASA up to date and accurate. Records shall include photographs, press releases, meeting minutes, promotional materials created and used to advance the BFASA mission, and other essential information. The Secretary shall maintain a digital repository for BFASA to hold all photographs, promotional materials, and other documents.</p>	<p>The Secretary shall also keep the records of BFASA up to date and accurate. Records shall include photographs, press releases, meeting minutes, promotional materials created and used to advance the BFASA mission, and other essential information.</p> <p>The Secretary shall maintain a digital repository for BFASA to hold all photographs, promotional materials, and other documents.</p>
<p>Article 11: Treasurer</p> <p>The Treasurer shall be entrusted with all finances of the organization and be responsible for itemized accounting of all receipts and disbursements, receipt and deposit of all funds (e.g. member dues or monies from fundraiser initiatives), maintain the financial records, provide financial reports of BFASA accounts at meetings and keep proper account of funds. <b>The treasurer shall be a member of the Fundraising committee.</b> Financial records shall be turned over to the new officers at the end of the term of office in June in a written annual report. The Treasurer shall provide the membership with a written financial report on a quarterly basis, or as requested by the Executive Committee. The books of the Treasurer shall be examined by the Chair at any time and by any voting members of the organization at a reasonable time in the presence of the Chair and the Treasurer.</p>	<p>Article 11: Treasurer</p> <p>The Treasurer shall be entrusted with all finances of the organization and be responsible for itemized accounting of all receipts and disbursements, receipt and deposit of all funds (e.g. member/affiliate donations or monies from fundraiser initiatives), maintain the financial records, provide financial reports of BFASA accounts at meetings and keep proper account of funds.</p> <p>Financial records shall be turned over to the new officers at the end of the term of office in June in a written annual report.</p> <p>The Treasurer shall provide the membership with a written financial report on a quarterly basis, or as requested by the Executive Committee.</p> <p>The books of the Treasurer shall be examined by the Chair at any time and by any voting members of the organization at a reasonable time in the presence of the Chair and the Treasurer.</p>
<p>Article 12: Immediate Past Chair</p> <p>The Immediate Past Chair shall serve on the BFASA Executive Board and Executive Committee. The Immediate Past Chair shall provide advisory support and historical knowledge to the Executive Board and Committee as needed. The Immediate Past Chair shall also serve as Chair of the Bylaws Committee.</p> <p>Upon expiration of the term, the Immediate Past Chair shall assume the title of Past Chair of BFASA.</p> <p><b>Effective in the 2020-21 academic year, the Chair of BFASA shall be appointed to serve as Immediate Past Chair for the subsequent term.</b></p>	<p>Article 12: Immediate Past Chair</p> <p>The Immediate Past Chair shall serve on the BFASA Executive Board and Executive Committee.</p> <p>The Immediate Past Chair shall provide advisory support and historical knowledge to the Executive Board and Committee as needed.</p> <p>The Immediate Past Chair shall also serve as Chair of the Bylaws Committee.</p> <p><b>In the event of the Chair being elected to serve a consecutive term, said Chair will inherit the responsibilities of the Immediate Past Chair position and delegate said responsibilities as needed.</b></p> <p>Upon expiration of the term, the Immediate Past Chair shall assume the title of Past Chair of BFASA.</p>
<p>Article 13: Administrative Sponsor</p> <p>The Administrative Sponsor <b>shall lead</b> the development of the infrastructure that will allow BFASA to continue its role in advancing the mission of the organization and the needs of its members. The Administrative Sponsor shall assist with strategic and programmatic planning as well as serve as a resource for the organization.</p> <p>The appointee for the BFASA Administrative Sponsor should hold a position of Assistant Vice Chancellor/Provost or above.</p>	<p>Article 13: Administrative Sponsor</p> <p>The Administrative Sponsor <b>shall provide recommendations pertaining</b> to the development of the infrastructure that will allow BFASA to continue its role in advancing the mission of the organization and the needs of its members.</p> <p>The Administrative Sponsor shall assist with strategic and programmatic planning as well as serve as a resource for the organization.</p> <p>The appointee for the BFASA Administrative Sponsor should hold a position of Assistant Vice Chancellor/Provost or above.</p>
<p>Article 14: Terms of Office</p> <p>Terms of all members of the BFASA Executive Board be for one academic year from July to June.</p> <p>Members elected to the position of Chair shall serve one term as Chair and serve the subsequent term as Immediate Past Chair.</p> <p><b>A member may not serve as BFASA Chair for two consecutive years.</b></p>	<p>Article 14: Terms of Office</p> <p>Terms of all members of the BFASA Executive Board will be for one academic year starting <b>July 1 and ending on June 30 of current calendar year.</b></p> <p>Members elected to the position of Chair shall <b>automatically</b> serve one term as Chair and serve the subsequent term as Immediate Past Chair.</p>

<p>There is no limit to how many times a person can be elected for the positions of Vice Chair, Secretary or Treasurer.</p>	<p>A member may not serve as BFASA Chair for consecutive years unless no other BFASA members with a recent history of organizational involvement run for the position or under special circumstances in which the current Immediate Past Chair, Vice Chair, Treasurer, Secretary, and all applicable standing committee chairs unanimously agree on such action being necessary.</p> <p>There is no limit to how many times a person can be elected for the positions of Chair, Vice Chair, Secretary or Treasurer.</p>
<p>Article 15: Executive Committee Appointments</p> <p>The Chair of BFASA may appoint members on an as needed basis to serve in a non-voting role on the BFASA Executive Committee. It will be in the discretion of the Chair to designate the title and person appointed to the role.</p> <p>Persons nominated for such an appointment by the Chair must receive a majority vote from the BFASA Executive Board and Executive Committee for the appointment to be considered valid. Appointees shall serve at the pleasure of the Chair until the expiration of the Chair's term or their dismissal.</p>	<p>Article 15: Executive Committee Appointments</p> <p>The Chair of BFASA may appoint members on an as needed basis to serve in a role on the BFASA Executive Committee. It will be in the discretion of the Chair to designate the title and person appointed to the role.</p> <p>Persons nominated for such an appointment by the Chair must receive a majority vote from the BFASA Executive Board and Executive Committee for the appointment to be considered valid.</p> <p>Appointees shall serve at the pleasure of the Chair until the expiration of the Chair's term or their dismissal.</p>
<p>Article 16: Elections</p> <p>Nominations for officers may be submitted using the process approved by the Elections committee. Nominators and Nominees must be BFASA dues-paying members at the time of the nomination.</p> <p>Candidates for the BFASA Executive Board must submit an application to become a candidate for election. Nominations shall take place no less than two weeks prior to the start of the scheduled election time period.</p> <p>Ballots shall be available for a one-week period prior to the scheduled election. Elections shall take place no later than the 1st of May.</p> <p>Election results shall be reviewed and certified by the Elections committee chair and Secretary of BFASA before the results are made public.</p> <p>Officers of the Executive Board are elected by a simple majority (50%+1) of the votes cast. In the situation that simple majority is not met during the election, the Nominations/Elections committee shall extend the election for at least five business days.</p>	<p>Article 16: Elections</p> <p>Nominations for officers may be submitted using the process approved by the Elections Committee. Nominators and nominees must be BFASA members at the time of the nomination.</p> <p>Candidates for the BFASA Executive Board must submit an application to become a candidate for election. Nominations shall take place no less than two weeks prior to the start of the scheduled election period.</p> <p>Ballots shall be available for a one-week period prior to the scheduled election. Elections shall take place no later than the end of the 3<sup>rd</sup> week of May.</p> <p>Election results shall be reviewed and certified by the Elections Committee Chair and Secretary of BFASA before the results are made public.</p> <p>Officers of the Executive Board are elected by a simple majority (50%+1) of the votes cast. In the situation that simple majority is not met during the election, the Elections Committee shall extend the election for at least five business days.</p>
<p>Article 17: Executive Board Vacancies &amp; Resignations</p> <p>Should a vacancy occur in the position of BFASA Chair, the Vice Chair shall assume the duties of the Chair for the remainder of the unexpired term, followed by Secretary, Treasurer, and Immediate Past Chair.</p> <p>Should any vacancy within the Executive Board occur in the positions of Vice Chair, Secretary or Treasurer, a special election should occur within one month of the vacancy. The BFASA Executive Committee may, with a six tenths vote, forego an election to nominate an individual appointment.</p> <p>Should a vacancy occur in the position of Immediate Past Chair, the most recent Past Chair of BFASA shall assume the duties for the remainder of the unexpired term. If there is no Past Chair present the position shall remain vacant.</p> <p>Should a non-Executive Board vacancy occur within the BFASA Executive Committee, the Executive Committee may, with a six-tenths vote, appoint a member to serve in this capacity for the remainder of the term.</p>	<p>Article 17: Executive Board Vacancies &amp; Resignations</p> <p>Should a vacancy occur in the position of BFASA Chair, the Vice Chair shall assume the duties of the Chair for the remainder of the unexpired term, followed by Secretary, Treasurer, and Immediate Past Chair.</p> <p>Should any vacancy within the Executive Board occur in the positions of Vice Chair, Secretary or Treasurer, a special election should occur within one month of the vacancy. The BFASA Executive Committee may, with a six tenths vote, forego an election to nominate an individual appointment.</p> <p>Should a vacancy occur in the position of Immediate Past Chair, the most recent Past Chair of BFASA shall be asked to assume the duties of position (if possible) for the remainder of the unexpired term. If there is no Past Chair present the position shall remain vacant. In the event of vacancy, the responsibilities of the Immediate Past Chair will then revert to the current BFASA Chair.</p> <p>Should a non-Executive Board vacancy occur within the BFASA Executive Committee, the Executive Committee may, with a six-tenths vote, appoint a member to serve in this capacity for the remainder of the term.</p>



<p>Article 18: Dismissal</p> <p>Any member of the Executive Board or Committee may be removed from office involuntarily by a two-thirds majority of the Executive Committee when the person has violated the Bylaws and is unwilling to resign voluntarily.</p>	<p>Article 18: Dismissal (no change)</p> <p>Any member of the Executive Board or Committee may be removed from office involuntarily by a two-thirds majority of the Executive Committee when the person has violated the bylaws and is unwilling to resign voluntarily.</p>
<p>Article 19: Meetings</p> <p>BFASA General membership meetings shall be monthly (once a month) during each academic school year.</p> <p>The Chair of BFASA will be responsible for determining the dates, times and locations of each year's meetings. The Immediate Past Chair of BFASA should provide guidance regarding this to the extent possible.</p> <p>Each Committee Chair shall be responsible for determining the dates, times and locations of their committee's meetings. To ensure members can participate, no committee meeting should conflict with a general membership meeting.</p>	<p>Article 19a: General Meetings</p> <p>BFASA general meetings shall be monthly during each month of the year.</p> <p>General meetings are open to all and are not limited to BFASA members.</p> <p>Members and non-members alike, must ensure that they are on the BFASA listserv to ensure that they will receive the monthly general meeting announcement.</p> <p>General meeting minutes will be provided to all that are on the BFASA listserv.</p> <p>The Chair of BFASA will be responsible for determining the dates, times and locations of each year's meetings. The Immediate Past Chair of BFASA should provide guidance regarding this to the extent possible.</p> <p>The Executive Board will meet as needed, but it is recommended that the Board meet at least 3 times per academic quarter to ensure that all board members are up to speed on current BFASA matters.</p> <p>Each Committee Chair shall be responsible for determining the dates, times and locations of their committee's meetings. To ensure members can participate, no committee meeting should conflict with a general membership meeting.</p>
	<p>Article 19b: Executive Board Meetings</p> <p>The Executive Board will meet as needed, but it is recommended that the Board meet at least 3 times per academic quarter to ensure that all board members are up to speed on current BFASA matters.</p> <p>Each Committee Chair shall be responsible for determining the dates, times and locations of their committee's meetings. To ensure members can participate, no committee meeting should conflict with a general membership meeting.</p>
<p>Article 20: Executive Committee Meetings</p> <p>Executive Committee meetings shall be conducted by the Chair as needed. At least five members of the Executive Committee must be present to constitute a quorum and conduct official business.</p>	<p>Article 20: Executive Committee Meetings (no changes)</p> <p>Executive Committee meetings shall be conducted by the Chair as needed. At least five members of the Executive Committee must be present to constitute a quorum and conduct official business.</p>
<p>Article 21: Special Meetings</p> <p>Special meetings may be called by the Chair to address special matters when applicable. The Chair should give at least ten business days' notice before convening a meeting.</p>	<p>Article 21: Special Meetings (no changes)</p> <p>Special meetings may be called by the Chair to address special matters when applicable. The Chair should give at least ten business days' notice before convening a meeting.</p>
<p>Article 22: Committees</p> <p>All <b>Dues Paying</b> BFASA members and BFASA Affiliates may serve on one or multiple committees. The standing committees are: Bylaws, Activities, <b>Recruitment</b>, Fundraising, <b>Marketing</b>, <b>Outreach</b>, Membership and Elections.</p> <p><b>When a funding structure is created</b> the BFASA Chair shall determine a budget in consultation with the BFASA Executive Committee.</p>	<p>Article 22: Committees</p> <p>All BFASA members and BFASA Affiliates may serve on one or multiple standing committees and can join at any time and leave said committee(s) as well. The standing committees are: Bylaws, Elections, Activities, Fundraising &amp; <b>Scholarship</b>, <b>Professional Development</b>, <b>Wellness</b>, <b>Critical Response</b> and Membership</p> <p>The BFASA Chair shall determine a budget in consultation with the BFASA Executive Committee for each standing committee.</p>

<p>Except for the Bylaws and Elections committees, all chairs shall be elected by the members of each committee. In the case of a committee with less than four members, Committee chairs shall be appointed by the BFASA Executive Board by majority vote. Committee terms shall begin in on July 1st and run through June 30th. <b>Committee leadership should be determined no later than August 1st.</b></p> <p>Committee Chairs will serve a one-year term and can serve without term limits. Committee Chairs may appoint <b>a Dues Paying</b> Member of BFASA to serve as Vice Chair of their designated committee. The appointment to said position will expire at the end of the Committee Chair's term <b>or on the dismissal of the committee chair.</b></p> <p>The Executive Committee may, with a majority vote, authorize a Committee to hold up to two Co-Chairs. Each Co-Chair shall hold a vote on Executive Committee matters.</p> <p>Ad-hoc groups including committees, work groups and task forces may be formed with a majority vote of the BFASA Executive Committee as needed. Such groups will expire at the end of the term of their creation.</p> <p>No Committee shall conduct or promote activities involving BFASA, its name, and/or membership prior to approval by the Chair or Executive Committee.</p>	<p>Except for the Bylaws and Elections Committees, all <b>standing committee chairs</b> shall be elected by the members of each committee. In the case of a committee with less than four members, Committee chairs shall be appointed by the BFASA Executive Board by majority vote <b>if such action is deemed necessary.</b></p> <p><b>Committee terms shall begin in on July 1<sup>st</sup> (or whenever said members joins standing committee) and run through June 30th.</b></p> <p>Committee Chairs will serve a one-year term and can serve without term limits. <b>Committee Chairs can also serve in consecutive terms with no limits.</b> Committee Chairs may appoint a BFASA member to serve as Vice Chair of their designated committee. The appointment to said position will expire at the end of the Committee Chair's term.</p> <p>The Executive Committee may, with a majority vote, authorize a committee to hold up to two Co-Chairs. Each Co-Chair shall hold a vote on Executive Committee matters.</p> <p>Ad-hoc groups including committees, work groups and task forces may be formed with a majority vote of the BFASA Executive Committee as needed. Such groups will expire at the end of the term of their creation.</p> <p><b>Should any standing committee not have any volunteers, the Chair and Vice Chair will determine how best to distribute the responsibilities of each vacant committee amongst the other standing committees and Executive Board.</b></p> <p>No Committee shall conduct or promote activities involving BFASA, its name, and/or membership prior to approval by the Chair or Executive Committee.</p>
<p>Article 23: Bylaws Committee</p> <p>The Bylaws Committee reviews and recommends revisions of the bylaws to the BFASA Executive Committee each academic year. The Immediate Past Chair of BFASA shall serve as Chair of the Bylaws Committee.</p>	<p>Article 23: Bylaws Committee (no changes)</p> <p>The Bylaws Committee reviews and recommends revisions of the bylaws to the BFASA Executive Committee each academic year. The Immediate Past Chair of BFASA shall serve as Chair of the Bylaws Committee.</p>
<p>Article 24: Activities Committee</p> <p>The Activities Committee <b>shall organize events and activities for members of BFASA. It shall also support programming of other members of the BFASA Executive Committee as needed.</b></p>	<p>Article 24: Activities Committee</p> <p>The Activities Committee <b>shall be responsible for planning and executing UCR's schedule of events and programs related to Juneteenth.</b></p> <p><b>Plan and execute various events and programs during Black History Month.</b></p> <p><b>Plan and execute various social events/activities for BFASA members and affiliates in collaboration with other branches of BFASA and entities in and outside of UCR.</b></p>
<p>Article 25: Membership Committee</p> <p><b>The primary responsibility of the Membership Committee is to recruit prospective members, including Dues Paying, BFASA Affiliate and Non-Dues paying, into BFASA. The Recruitment Committee maintains a contact list of the current membership and serves to recruit new members where applicable. The Membership Committee shall also ensure that representatives are maintained on community and university organizations or committees of importance to the BFASA mission.</b></p>	<p>Article 25: Membership Committee</p> <p><b>The Membership Committee shall be responsible for recruiting new BFASA members (with special attention to Black staff members in non-student affairs positions) through various methods that include working with UCR's HR Department during new-hire onboarding.</b></p> <p><b>Host quarterly social mixers for new and current BFASA members as well as for affiliates.</b></p> <p><b>Manage and create BFASA promotional materials and tabling items.</b></p> <p><b>The Membership Committee will work closely and collaborate with the Activities Committee.</b></p>
<p>Article 26: Fundraising Committee</p>	<p>Article 26: Fundraising &amp; Scholarship Committee</p>



<p>The objective of the Fundraising committee is to actively seek contributions from community patrons and plan activities that will generate funds for the organization. The committee will be responsible for planning fundraising activities each academic year. The Committee is also responsible for the creation and disbursement of any scholarships offered by BFASA.</p> <p>When appropriate, the Fundraising committee will create scholarships for distribution including the application process and criteria. The committee shall locate resources and determine the guidelines for awarding scholarships.</p>	<p>The Fundraising Committee shall be responsible for actively seeking and securing permanent institutional funding from the appropriate source(s).</p> <p>Seek and secure contributions from community patrons and external supporters of BFASA.</p> <p>Ensure that BFASA is part of all appropriate campus-wide and external fundraising campaigns.</p> <p>Create scholarships for distribution including the application process and criteria. The committee shall locate scholarship funding resources and determine the guidelines for awarding scholarships.</p>
<p>Article 27: Marketing Committee (to be terminated)</p> <p>The Marketing Committee will help share and disseminate promotional materials, press releases and documents that share the BFASA mission and purpose to staff, faculty, and students of UC Riverside and local constituents. The committee will manage and operate the social media accounts related to BFASA and publicity of events to those who subscribe to the spirit and intent of the BFASA mission. The Chair of the Committee will work with the Secretary to ensure promotional materials are collected. Promotional materials used to highlight the programs, activities and events of BFASA should be sent to the Secretary after the conclusion of the event. The Committee will also be responsible for the development and maintenance of all branding materials related to BFASA.</p>	
<p>Article 28: Outreach Committee (to be terminated)</p> <p>The Outreach committee shall ensure that BFASA actively involves itself in various initiatives and programs that speak to the spirit and intent of the BFASA mission. The committee shall explore stakeholders on campus and those outside of campus that align with the mission and purpose of BFASA.</p> <p>Committee will work collaboratively with necessary constituents and groups that that subscribe to the spirit and intent of BFASA’s mission to help recruit and support African-American staff, faculty and students. The committee will research campus and community events where those who subscribe to the spirit and intent of BFASA might gather.</p>	
	<p>New Article: Wellness Committee</p> <p>The Wellness Committee shall be responsible for providing access to informational resources, trainings, workshops, and activities geared towards providing mental, physical, emotional, and spiritual support.</p> <p>Establish and maintain relationships between BFASA and other UCR departments and offices as well as external organizations and professionals that focus on wellness such as the Human Resources, The Women’s Resource Center, the Counseling Center, LGBTQ Resource Center, and The Well.</p> <p>Facilitate open discussion opportunities that allow for BFASA members to share their thoughts and feelings regarding events impacting the Black Community at large and with within UCR in safe and supportive environment.</p>
	<p>New Article: Professional Development Committee</p> <p>The Professional Development Committee shall be responsible for collaborating with African Student Programs (ASP), UCR’s Black Alumni Chapter (UCR BAC), and other entities internal and external to UCR to provide professional development opportunities to the Black undergraduate student population.</p> <p>Identify various trainings and resources that address the professional development areas BFASA members indicate they want development in.</p>

	Identify and secure guest speakers for the “Boldly Go” Series in collaborations with other UCR departments, offices, and organizations.
	<p>New Article: Critical Response Committee</p> <p>The Critical Response Committee shall be responsible for ensuring that BFASA responds appropriately as it relates to all acts and events internal and external to UCR deemed to be detrimental to the physical, emotional, and mental wellbeing of all Black staff, faculty, students (at all levels) within UCR, counterparts within the greater UC System, and the Black community at large.</p> <p>All responses and actions the committee plans on making must receive approval from the Executive Committee before being executed.</p>
<p>Article 29: Elections Committee</p> <p>The Elections Committee shall maintain the nomination and elections process for each year’s BFASA Executive Board. The committee shall create and maintain the elections process and how votes will be tabulated. The Vice-Chair of BFASA shall serve as the Chair of the Elections Committee. The committee shall carry out the nominations and elections procedures and create the election ballot for distribution to <b>paying</b> members.</p>	<p>Article 29: Elections Committee</p> <p>The Elections Committee shall maintain the nomination and elections process for each year’s BFASA Executive Board.</p> <p>The committee shall create and maintain the elections process and how votes will be tabulated. The Vice-Chair of BFASA shall serve as the Chair of the Elections Committee.</p> <p>The committee shall carry out the nominations and elections procedures and create the election ballot for distribution to <b>BFASA</b> members.</p>
<p>Article 30: Amendments</p> <p>The bylaws may be approved with a 2/3 vote of the BFASA Executive Committee as well as a 2/3 vote of voting members of BFASA. Votes on bylaw amendments shall coincide with the election of each Executive Board and must be approved by the Executive Committee at least one month before <b>the election</b>.</p> <p>The Chair, through executive order and approval of 2/3 of the Executive Committee, may implement temporary amendments to the BFASA bylaws which shall expire at the end of their term. All temporary amendments shall be announced to the BFASA membership within five business days of passage of the amendment.</p>	<p>Article 30: Amendments</p> <p>The bylaws may be approved with a 2/3 vote of the BFASA Executive Committee as well as a 2/3 vote of voting members of BFASA.</p> <p>Votes on bylaw amendments shall coincide with the election of each Executive Board and must be approved by the Executive Committee at least one month before <b>the incoming Executive Board takes office (July 1st)</b>.</p> <p>The Chair, through executive order and approval of 2/3 of the Executive Committee, may implement temporary amendments to the BFASA bylaws which shall expire at the end of their term. All temporary amendments shall be announced to the BFASA membership within five business days of passage of the amendment.</p>
<p>Article 31: Indemnity Clause</p> <p>BFASA shall indemnify and hold harmless the state of California, the University, including University of California Riverside, their officers, employees, representatives and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of the activities described herein, caused in whole or in part by any negligent act or omission of BFASA, any contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, or willful misconduct of University of California, Riverside.</p>	<p>Article 31: Indemnity Clause (no changes)</p> <p>BFASA shall indemnify and hold harmless the state of California, the University, including University of California Riverside, their officers, employees, representatives and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of the activities described herein, caused in whole or in part by any negligent act or omission of BFASA, any contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, or willful misconduct of University of California, Riverside.</p>
<p>Article 32: Ratification</p> <p>The bylaws contained herein shall be ratified by a majority vote.</p>	<p>Article 32: Ratification (no changes)</p> <p>The bylaws contained herein shall be ratified by a majority vote.</p>
<p>Article 33: Dissolution</p> <p>BFASA may be dissolved by a three-fourths (3/4) vote of the BFASA Executive Committee and <b>Dues Paying</b> Members.</p>	<p>Article 33: Dissolution</p> <p>BFASA may be dissolved by a three-fourths (3/4) vote of the BFASA Executive Committee and members.</p>

In the event of dissolution, all assets of the University of California, Riverside, Black Faculty and Staff Association shall be donated using the following distribution:

70% to African Student Programs  
30% to the UCR Black Alumni Chapter

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