

# **BYLAWS OF THE RESEARCHERS AND CRITICAL EDUCATORS**

## **CALIFORNIA STATE UNIVERSITY, FULLERTON**

**Adopted December 2002  
Revised February 2005**

**<http://hhd.fullerton.edu/race/>**

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**BYLAWS OF THE  
RESEARCHERS AND CRITICAL EDUCATORS  
CALIFORNIA STATE UNIVERSITY, FULLERTON**

I. NAME

The name of this organization shall be Researchers And Critical Educators.

II. MISSION STATEMENT

Researchers and Critical Educators is an interdisciplinary organization of faculty at California State University, Fullerton (CSUF). We are an interdisciplinary organization of faculty united by our commitment to promoting excellent scholarship, applied research, and discussion of issues on the topics of race, ethnicity, class, culture, linguistic diversity and gender. This organization recognizes the changing demographic profile of our societal landscape, and in order to respond to this challenge the members of Researchers And Critical Educators support active research and scholarship that significantly contributes to this growing body of academic inquiry. To this end, Researchers and Critical Educators will work with relevant college and university offices to support new research, advance ongoing projects, and showcase resultant scholarship through conference presentations and academic publications, and encourage individuals in the organization to enhance their leadership skills and become more actively involved in important university, community, and professional service.

III. PURPOSE

The purpose of this organization is to bring together members of faculty in order to:

- 3.01 support and promote faculty research and scholarship on issues of race, ethnicity, class, culture, linguistic diversity through conference presentations, academic publications, and other campus activities and events;
- 3.02 promote a university-wide climate that is sensitive, representative, and fair to all faculty;
- 3.03 provide a safe and confidential forum for open dialogue, discussion and conversation among members that is held separate from the RTP process. All Researchers And Critical Educators members agree that the internal communications and business of the organization shall be honored, respected and held confidential as appropriate;
- 3.04 respond proactively to the needs of the untenured and tenured faculty by developing and implementing programs and activities to support faculty in their scholarship, teaching, professional, service, and collegial activities;
- 3.05 build strong, effective communication and relationships with the CSUF administration;
- 3.06 encourage and empower individuals in the organization to enhance their leadership skills and become more actively involved in important university, community, and professional service.

IV. MEMBERSHIP

- 4.01 Membership shall be open to all faculty in the university.
- 4.02 At the end of each Spring semester, faculty will be asked formally to indicate if they accept membership in Researchers And Critical Educators for that academic year. Faculty who wish to join mid-year must notify the President in writing.

- 4.03 Membership discontinuance shall occur at any time upon a request from a member.
- 4.04 Participation, privileges, voting rights and interests for each member are equal.
- 4.05 All members of Researchers And Critical Educators, including RACE Board Members shall serve without monetary compensation.
- 4.06 Members may be formally barred from the organization by majority vote of the Executive Committee as the result of circumstances such as unethical, unprofessional, or criminal behavior. Notification of this action must be filed with the RACE President and the appropriate Dean's office prior to member dismissal.

V. GENERAL MEMBERSHIP MEETINGS

- 5.01 Notice of time and place of general membership meetings shall be sent (electronically or via campus mail) to members with one week's notice as possible.
- 5.02 Emergency general membership meetings may be called by the President of the organization or by the Executive Committee. Written or email notice of special meetings shall be sent to the general membership as soon as possible.
- 5.03 Minutes of all meetings will be taken and posted on the organization's website.

VI. EXECUTIVE COMMITTEE OFFICERS

- 6.01 The voting Executive Committee Officers of the organization shall consist of the President, Vice President, Secretary, Treasurer, and Member at Large.
- 6.02 The Executive Committee of Researchers And Critical Educators shall manage, direct, administer, and control the activities, affairs, and budget of the organization with input from members.
- 6.03 The Executive Committee shall delegate such duties as may be necessary to the proper officer, committee, or ad hoc committee.
- 6.06 Meetings of the Executive Committee are open to all members of the organization. Minutes of Executive Committee meetings will be taken and posted on the organization's website.
- 6.07 A quorum for the purpose of conducting Executive Committee business shall consist of three or more of the Executive Officers members holding office. In the absence of a quorum, the Executive Committee shall not transact any business.
- 6.08 Attendance at Executive Committee meetings is vital; Executive Officers shall notify the President in advance of conflicts or reasons for non-attendance.
- 6.09 Action may be taken by the Executive Committee without a meeting if all members of the Executive Committee consent in writing (i.e., via email) to such action. As in the case of any Executive Committee action, all RACE members will be notified of actions taken via email. In addition, such action shall be reflected in the posted minutes of the Executive Committee.

- 6.10 The Executive Committee shall decide on what role, if any, CSUF administrators play in terms of attendance at RACE meetings and level of involvement in RACE activities or events.

## VII. ROLES OF EXECUTIVE OFFICERS AND RACE BOARD MEMBERS

- 7.01 The President shall: be the chief executive officer of the organization and shall, subject to the approval of the general membership, perform all duties of her or his office in consultation with the Executive Officers and the general membership. The major tasks of the President include: development of an active agenda of activities and programs in keeping with the purpose of Researchers And Critical Educators; effective governance of the Executive Officers and general membership responsibilities for the purpose of realizing the agenda items; capable and energetic representation of the organization at the university and community level.
- 7.02 The Vice President shall: serve as chairperson of all official meetings of the organization in the absence of the President, or at the request of the President; serve as chief officer of all committees and other ad hoc committees; and perform such other duties as agreed to in consultation with the Executive Officers.
- 7.03 The Secretary shall: record and maintain minutes (e.g., posting of minutes on RACE website) of each official meeting of the organization and of meetings of the Executive Officers; and perform other duties in consultation with the Executive Officers.
- 7.04 The Treasurer shall: work with the relevant Deans' office to maintain and execute all budgetary and financial transactions of the organization; and perform other duties in consultation with the Executive Officers.
- 7.05 The Member at Large shall: serve as a voting member of the Executive Committee and is charged with observing the discussion and actions of the Executive Committee and serving as a representative on behalf of the organization who provides the Executive Committee with objective feedback on process.
- 7.06 Committee Chairs: are not Executive Committee members but are voting Board Members of the organization and shall be responsible for recruiting members for their respective committees and to work with their committee members to address issues of concern and to develop and implement faculty support programs in their respective area. Each year, the organization will identify and elect Chairs to head a select group of committees based on the organization's priorities and needs. Sample committees may include, but are not limited to:
- Grant Development
  - RTP Issues
  - Public Relations
  - Historian
  - Research Support
  - Teaching Support
  - Nominations and Elections
- 7.07 Ad Hoc Committee Chairs: may be appointed/elected? and established as needed and will be charged by the Executive Committee. Ad Hoc Committee Chairs are not Executive Committee members but are voting Board Members of the organization and have the same roles as outlined above for Committee Chairs.

## VIII. QUALIFICATION & REMOVAL OF EXECUTIVE OFFICERS MEMBERS

- 8.01 All Executive Officers and members of Researchers And Critical Educators must be faculty members in good standing with the university.
- 8.02 Any Executive Officer or RACE Board Member, including the President may be removed from office for circumstances such as: unethical, unprofessional or unlawful behavior, failing to adequately execute their assigned duties and responsibilities, or for no confidence. The process of removal shall include the following steps.

Initial Warning Period: Following consultation with the Executive Committee, one designated member of the Executive Committee must arrange to meet individually with the Board Member in jeopardy to jointly discuss the concerns and provide warning feedback, rationale, and remediation solutions to the officer in question. If after one month?, the Board Member in question has not improved his or her behavior, the removal process commences and shall include: (1) an invitation to the Board Member in question to meet with the Executive Committee; (2) At this meeting, the Executive Committee will listen to the response of the Board Member in jeopardy, discuss the case, and make a final decision for action including the possibility of a formal vote by the Executive Committee to remove the officer in question. If the Board Member in jeopardy elects not to meet with the Executive Committee, the Executive Committee will discuss the case and make a final decision including a formal vote to remove the Board Member in question. (4) A two-thirds majority vote of the Executive Committee is required for dismissal; (5) notification of the dismissal decision will be communicated to the Board Member in jeopardy and to the relevant Dean's office; (6) the Executive Committee may appoint or elect a new Board Member to fill the vacancy.

## IX. ELECTION OF RACE BOARD MEMBERS

- 9.01 Each spring, a general meeting shall be announced and held for members to indicate their interest in serving as Board Members (Executive Officers or Committee Chairs) of Researchers And Critical Educators with terms beginning July 1.
- 9.02 The nomination process shall be an open, fair, and consensual process for the purpose of creating an inclusive nomination slate for a full vote by the membership.
- 9.03 All Executive Officers and Committee Chairs shall be elected for a one-year term and may not serve for more than two consecutive terms in the same office.
- 9.04 All Researchers And Critical Educators members in good standing with the university are eligible to vote.

## X. FISCAL YEAR

- 10.01 The fiscal year of Researchers And Critical Educators shall be from July 1 to June 30.

## XI. BYLAWS AMENDMENTS

- 11.01 Amendments to these bylaws may be made by formal election of a two-thirds vote of RACE members.

The aforementioned bylaws of the Untenured and Tenured Faculty (Researchers And Critical Educators) at California State University, Fullerton were revised and unanimously ratified by organization members in good standing on:

DATE: February ?, 2005

**2004-05 RACE BOARD OFFICERS:**

**President or Co-Presidents:** Susana Flores

**Vice President:** Christine Valencia

**Secretary:** Rosario Ordonez-Jasis

**Treasurer:** Jaki Coffman

**Member at Large:** \_\_\_\_\_

**Grant Development Chair:** Grace Cho

**Research Support Chair:** Shu-Chen (Jenny) Yen

Witnessed by: Ellen Junn, Associate Dean, HDD

Original founding bylaws were established and ratified, December 2002.

## RESEARCHERS AND CRITICAL EDUCATORS

CALIFORNIA STATE UNIVERSITY, FULLERTON

### Mission Statement

Researchers And Critical Educators (RACE) has been established as an organization dedicated to providing voice and support to faculty at California State University, Fullerton (CSUF). We are an interdisciplinary organization of faculty united by our commitment to promoting excellent scholarship, applied research and discussion of issues on the topics of race, ethnicity, class, culture, linguistic diversity and gender. This organization recognizes the changing demographic profile of our societal landscape, and in order to respond to this challenge the members of Researchers And Critical Educators support active research and scholarship that significantly contributes to this growing body of academic inquiry. To this end, Researchers and Critical Educators will work with relevant college and university offices to support new research, advance ongoing projects, and showcase resultant scholarship through conference presentations and academic publications, and encourage individuals in the organization to enhance their leadership skills and become more actively involved in important university, community, and professional service.

### Statement of Purpose

As an organization, we pledge to work collaboratively with relevant CSUF administrators in order to achieve the following goals:

1. support and promote faculty research and scholarship on issues of race, ethnicity, class, culture, linguistic diversity through conference presentations, academic publications, and other campus activities and events;
2. promote a university-wide climate that is sensitive, representative, and fair to all faculty;
3. provide a safe and confidential forum for open dialogue, discussion and conversation among members that is held separate from the RTP process. All Researchers And Critical Educators members agree that the internal communications and business of the organization shall be honored, respected and held confidential as appropriate;
4. respond proactively to the needs of the untenured and tenured faculty by developing and implementing programs and activities to support faculty in their scholarship, teaching, professional, service, and collegial activities;
5. build strong, effective communication and relationships with the CSUF administration; and
6. encourage and empower individuals in the organization to enhance their leadership skills and become more actively involved in important university, community, and professional service.