



Constitution of the Diversity Affairs Council

Article I: Mission

The Diversity Affairs Council (DAC) shall exist as an entity within the executive branch of Student Union to foster connections between members of the campus community, and address issues so as to bring diversity to the forefront of campus-wide and administrative concerns. Diversity shall be understood to include, but not be limited to, the philosophy, culture, class, religious beliefs, abilities, age, experiences, ethnicity, sex, gender identity, and sexual orientation of individuals and groups on our campus.

The Diversity Affairs Council shall seek to promote this Mission through the:

1. Facilitation of dialogue, understanding, and co-programming among diversity- or multicultural-oriented individuals and/or groups.
2. Address of relevant diversity policy issues and concerns facing the Washington University community.
3. Facilitation and coordination of diversity training sessions on campus.

Article II: Structure and Duties

Section 1. Diversity Affairs Council Chair

The Diversity Affairs Council shall be led by the Diversity Affairs Council Chair, who shall be appointed by the Student Union President, with the approval of Senate and Treasury. Approval is defined as a majority vote of the officers present. Appointment shall follow inauguration, and the duration of the term shall be one (1) year. Should the sitting DAC Chair resign or otherwise leave office, the DAC general body shall appoint a replacement within two (2) weeks to be approved by the above process.

The Diversity Affairs Council Chair shall:

1. Appoint Cabinet and Committee members as defined in Section 2.
2. Assist in the efforts of Diversity Affairs Council members to address issues relating to University policy.
3. Act as the official representative of the DAC.
4. Possess authority to determine the appropriate decision-making method for the Cabinet when such a process is undefined and authority to act on Cabinet decisions.

5. Convene and preside over meetings, except at such times as they may, at their discretion, delegate this function to the Director of Internal Affairs.
6. Invite any person to attend Cabinet meetings at their discretion.
7. Present a State of Diversity Address to Student Union Senate during the spring semester.
8. Possess the power to call emergency meetings of the Cabinet with at least twenty four (24) hours notice to all representatives.
9. Convene and preside over general body meetings of the DAC.
10. Determine the agenda of Cabinet and general body meetings of the DAC.
11. Vote to approve measures with a majority vote, as defined in Article 3.
12. Set the vision and goals of the DAC for his term.

Section 2. Diversity Affairs Council Cabinet

The Diversity Affairs Council shall have a Cabinet, consisting of the Diversity Affairs Council Chair, Co-Directors of Internal Development, Co-Directors of Programming, Co-Directors of Community Outreach, Co-Directors of Public Relations, and Director of Everyone's Welcome Campaign. Cabinet members must be constituents of the Student Union enrolled in at least nine (9) credits each semester. Cabinet members shall be appointed following the procedures outlined in section 7 and shall serve a term of one (1) year. Should a sitting DAC Cabinet member resign or otherwise leave office, a replacement will be appointed within two (2) weeks by following the procedures outlined in section 7.

Members of the Diversity Affairs Council Cabinet shall:

1. Vote to approve measures with a majority vote, as defined in Article 3.
 - a. Voting may take place with a quorum of $\frac{2}{3}$ of total DAC members.
2. Assist the Chair in Council-wide goals and projects.
3. Attend all general body meeting unless previously excused by the DAC Chair

The Co-Directors of Internal Development shall:

1. Maintain internal documents, take minutes for Cabinet and general body meetings, and keep records for future reference.
2. Assist the Director of Public Relations with the DAC Report.
3. Assist the Chair in the implementation and coordination of Council-wide projects.
4. Exercise the duties and powers of the Chair in his absence from office or in his inability to act.
5. Serve as interpreter of the DAC Constitution as necessary.
6. Maintain a record of those in attendance at General Body Meetings.
7. Serve as a member of the Recruitment and Retention Committee.

The Co-Directors of Programming shall:

1. Facilitate collaborative events which promote the goals and projects of the DAC.
2. Work to increase co-programming and collaboration amongst student groups.

The Co-Directors of Public Relations shall:

1. Act as the official public relations director of the DAC, including developing and promoting the DAC's brand, relationship with the media, and publicity.
2. Act as public relations resource for campus wide involvement in the DAC.
3. Coordinate the publication of the time, date, and place of all general body meetings.
4. Create and distribute a formal document that shall be called the DAC Report during the final month of his term. Said report will detail the accomplishments and future recommendations of the current Council.
5. Serve as a member of the Vice President of Public Relations PR Committee.

The Co-Directors of Community Outreach shall:

1. Act as coordinator of diversity training for Student Union, interested student groups, and students.
2. Maintain resources for students to plan their own diversity training as necessary.
3. Work to identify and address the needs for diversity training currently unmet on campus.

The Director of Everyone's Welcome Campaign (EWC) will:

1. Review applications to the EWC in conjunction with the Student Union Vice President of Finance and a representative of the Center for Diversity and Inclusion.
2. Upon completion of the review process, they will reach out to the groups that applied to notify them of acceptance or denial of the EWC request.

Section 3. DAC Committee

The DAC Council shall have a DAC Committee. The Committee is composed of all DAC members other than the DAC Chair and DAC Cabinet members. Committee members must be constituents of the Student Union enrolled in at least nine (9) credits each semester. Committee members shall be appointed following the procedures outlined in Section 7 and shall serve a term of one (1) year. Should a sitting DAC Committee member resign or otherwise leave office, a replacement will be appointed within two (2) weeks by following the procedures outlined in Section 7.

Members of the DAC Committee shall:

1. Attend all General Body Meetings, unless previously excused by the DAC Chair
2. Assist Cabinet members and the DAC Chair with council-wide projects and goals as requested.
3. Vote to approve measures with a majority vote, as defined in Article 3.
 - a. Voting may take place with a quorum of $\frac{2}{3}$ of total DAC members.

Section 4. Student Union Vice President of Programming

The Student Union Vice President of Programming shall serve as an ex-officio and non-voting advisory member of the DAC.

Section 5. At-Large Membership

At-large members of the Diversity Affairs Council shall be defined as cabinet or

committee members who attend all general body meetings during a year, unless excused by the DAC Chair. Members have the right to vote on amendments to the DAC Constitution.

Section 6. General Body Meetings

1. General Body meetings will be comprised of all members of the DAC as defined in Section 5 and open to the general public.
2. Meetings will be held once per week.
3. Meetings will be chaired by the DAC Chair.
4. The Chair and each Cabinet Member will deliver a report.
5. Any student may present the DAC with a policy recommendation for consideration and discussion of the General Body after consulting the Chair at least one week prior to the meeting.
6. A recommendation may be approved by the General Body with a majority vote.
 - a. The DAC Chair, Committee and Cabinet members have the right to vote on recommendations. Members can bring forth issues to discuss before the General Body relating to the goals of the DAC.
7. Non-members are welcome to bring up questions and concerns following the conclusion of the agenda scheduled for the meeting, if time allows. If the meeting runs over the regularly scheduled time, it is up to the discretion of the DAC Chair whether to allow more comments or adjourn the meeting.

Section 7. Appointment of New Members

New members to the DAC Cabinet or Committee will be selected by the process outlined below. New members shall serve a term of one (1) year. At the conclusion of the one year term, Cabinet members must reapply to their position. Committee members are not required to reapply for their position, but must notify the DAC Chair whether they plan to serve another term, defined as (1) year.

1. Applicants should apply online through the Student Union website.
2. If applicants pass the initial screening process, they will be selected for an interview by the DAC Chair plus at least one member of the DAC.
3. After all applicants selected for an interview have their interviews completed, the DAC Chair will appoint the new members after first conferring with the sitting DAC members.

Section 8. Accountability/Removal of Members

Members will be immediately removed from the organization if they do not follow the Code of Conduct or Nondiscrimination Statement (see Articles V and VI). In essence, if members behave in a way that is detrimental to the DAC or Washington University, they will be removed after a one-on-one meeting between the member and the DAC Chair.

For lesser offenses, the procedure is listed below:

Members are expected to attend all meetings unless previously excused by the chair and otherwise fulfill their duties as outlined in Sections 2 and 3.

1. Failure to maintain attendance or sufficiently complete duties will result in a one-on-one meeting with the DAC Chair.

2. For a second offense, the Chair will meet with the member again and the DAC general body will be briefed on the matter.
3. If the matter is still not resolved and there is a third offense, the entire DAC body will vote on whether the member should remain on the DAC. A 50% + 1 vote excluding the member the vote is being held for is needed to remove the member from the DAC. If the member is removed, they will be replaced by the procedure in Section 7.
4. On October 25th, the Wednesday of HalloWEEK, all members are required to wear a costume or they will be immediately removed from the council.

Notes:

- Members of the DAC should first should try to discuss and resolve differences of a personal nature between themselves. If reasonable attempts to settle these differences are unsuccessful, then follow above procedure.
- The three complaints do not have to be submitted by the same person.
- If the DAC Chair is the subject of the complaint, the matter should be brought to the Co-Directors of Internal Development.

Article III: Policy Recommendations

Official policy recommendations may be passed by the DAC. Such a recommendation shall first be discussed at a general body meeting. Following the discussion, the recommendation shall be approved by a majority vote of the DAC General Body and Cabinet, and Chair.

Policy recommendations must be presented by the Chair to the SU Senate. Prior to presentation or following presentation, the Chair may work with the Speaker of the Senate to identify a senator interested in sponsoring a resolution which embodies the recommendation.

Policy Recommendations may include a companion document expressing the support or dissent of relevant student groups on campus with vested interests in the matter of the policy recommendation.

Article IV: Amendments

The Constitution may be amended by a two-thirds (2/3) vote of the DAC at large. Amendments must be finally approved by a majority vote of the Student Union Executive Council. Any constituent of the Student Union may present an amendment to the Constitution of the Diversity Affairs Council.

Article V: Code of Conduct

DAC will not engage in any activities that:

1. Violate the Washington University Charter, the University Judicial Code or University Policies.
2. Violate the Constitution, Statutes, or policies of Student Union.
3. Endanger the tax-exempt status of the University.
4. Explicitly or implicitly advocate acts of cruelty toward other individuals, or groups, nor advocate the violation of any individual rights.

Article VI: Nondiscrimination Statement

All DAC functions and activities are open to all interested persons regardless of actual or perceived race, color, religion, sex, national origin, appearance, size, age, ancestry, marital status, socioeconomic status, health status, political affiliation, disability, gender identity, gender expression, sexual orientation, veteran status, or any other discriminatory or segregating factors.