

***By-laws* of the  
New Jersey Women's and Gender Studies Consortium**

**I. Name**

The name of the organization shall be The New Jersey Women's and Gender Studies Consortium

**II. Mission**

The mission of the organization shall be:

The mission of the New Jersey Women's and Gender Studies Consortium is to ensure the continued strength, visibility and development of interdisciplinary women's and gender studies at universities and colleges in New Jersey. The Consortium stands as the formal organization of women's and gender studies programs, departments and initiatives across New Jersey. The Consortium serves as a network of WGS programs, departments and initiatives and provides collaborative space where WGS students, staff and faculty can share resources, knowledge and strategies for achieving our common goals of feminist, multicultural education, research and practices for social justice.

**III. Membership**

1. Membership in the NJWGSC is open to administrators and faculty in (or who have an interest in developing) women's and gender studies programs and initiatives in NJ.
2. The list of active members will be composed of those who indicate an interest in being affiliated with the consortium.
3. All members affiliated with the consortium will have voting status.
4. Established WGST programs and departments will pay an annual dues ranging from \$50-250 on a sliding scale. In addition institutional membership will be sought from member institutions at the rate of \$500, and \$1,000.

**IV. Co-chairs**

**A. Selection and Term**

1. The Consortium co-chairs will be sought from the general membership and will serve a for staggered 2-year terms. As much as possible, chairs will be sought who represent different kinds of programs/departments and institutions.

**B. Duties**

1. The co-chairs have general administrative responsibility for all aspects of the Consortium, convening meetings, and ensuring the appointment of members of the standing committees.
2. Activities of primary importance include: Co-chair oversee the Consortium's budget and fund raising activities; coordinate committees' work, and ensure that members follow procedures conducive to the achievement of the Consortium's goals.

**V. Committees**

**A. Committee Structure**

1. Standing Committees of the Consortium shall include: the Membership Committee, the Speakers Bureau Committee, the Conference Committee, and the Paper awards Committee. Additional standing committees may be established by a majority vote of the members. Ad hoc committees may be established by a majority of those present at a regular meeting.
2. Staggered terms of membership on standing committees shall be for two academic years; committee membership shall be established at the first meeting of the fall semester.

3. All committees should include representatives of diverse institutions.

#### **B. Committee Duties**

1. The Membership Committee will be responsible for outreach and fundraising, will maintain an accurate membership list (and make sure that individuals/institutional dues are paid); and will maintain and update the Consortium website.
2. The Speakers Bureau Committee will maintain and post an updated list of speakers and topics offered by Consortium members.
3. The Conference Committee will be responsible for organizing an undergraduate student conference annually. It will work in conjunction with the paper awards committee to publicize the paper competition and send out the CFP to NJ institutions.
4. The Paper Award Committee will review and rank papers and conduct award ceremony to be held at the annual conference.

#### **VI. Consortium Meetings**

1. The Consortium members will hold two meetings a year and a retreat in the summer. In the spring semester, a full presentation of the budget will be made.
2. Meetings shall be called at least two weeks in advance.

#### **VII. Voting Procedures**

1. All motions shall be adopted by a simple majority of those present and voting at a meeting.
2. Voting shall normally be by a show of hands.

#### **VIII. Approving and Changing the Bylaws**

1. Any new article of the bylaws or amendment of a previously approved bylaw cannot be proposed or approved in a single meeting of the Consortium. Any changes or additions to the by-laws must be circulated to the membership in advance of the meeting.
2. A new article of the bylaws or an amendment of a previously approved by-law shall be adopted by a two-thirds vote of the members present at a meeting.