

***University of Washington***  
***Native American Advisory Board***  
**BYLAWS**  
**(RE-DRAFT May 2006)**

**Purpose**

The Native American Advisory Board (NAAB) advises the University of Washington's Vice President for Minority Affairs on outreach and retention strategies for Native students, faculty and staff.

**Vision**

The land and environment where the University of Washington is located is housed on the indigenous lands of tribes of the area. In respect of this rich history, the Native American Advisory Board is established to further promote the sovereignty of Indian tribes and the diverse Native populations being served.

**ARTICLE I – OBJECTIVE**

The objective of the NAAB shall be to represent regional Native American communities and to address the culturally relevant needs of Indian students at the University of Washington, and the staff and faculty serving Native American students, as well as to promote education and the self-determination of Indian tribal communities.

**Section 1. Deliverables**

A. The Native American Advisory Board will review its objectives and progress of its activities on an annual basis.

B. The Board will meet with the Vice President of the Office of Minority Affairs at least twice annually to review its findings and make recommendations on its Charge.

C. The Board may report its findings with the President of the University of Washington on an annual basis.

D. The Board will maintain on-going communications among off-campus Native American communities, on-campus students, staff, and faculty in fulfilling its mission(s).

E. The Board may hear and may make recommendations to resolve campus complaints in matters of students, staff, and faculty, or relations of the University with various Native American communities and Native American entities.

F. The Board may discuss and make recommendations on budgetary matters, but only when those meetings have been appropriately announced and made open to the public.

**Section 2. Native American Education Affiliation**

The Native American Advisory Board may affiliate itself with regional, state, or national education and or tribal education organizations or associations, to network and exchange information to promote the mission, goals, and objectives of the University of Washington.

## ARTICLE II – ORGANIZATIONAL STRUCTURE

### Section 1. Meetings

A. Meetings may be held once per quarter during the academic year.

B. Membership: Membership shall consist of individuals, appointed and re-appointed by the Vice President for Minority Affairs, who share an interest in issues related to Native American students, staff and faculty in higher education, who may:

- 1) Represent a tribal community in the region; or
- 2) Represent a tribal government in the region; or
- 3) Represent an urban Native American organization or consortium; or
- 4) Represent a Native American organization in the region; or
- 5) Have a significant interest in the education of Native American students.
- 6) The Membership Committee will seek a balance of reservation, rural, urban, and state-regional representation.
- 7) Representatives of community colleges, state and tribally controlled colleges.
- 8) Students or alumni, inclusive of undergraduate and graduate students.
- 9) Alternates of any of the above entities selected and accepted by the Board.
- 10) And those appointed or re-appointed at the recommendation of the Native American Advisory Board.

C. Terms of Service: Members may serve 2-year terms and 3-year terms.

D. Number of Board members: Shall be no more than 12, but no less than 8.

E. University of Washington staff and faculty may serve as resource to the Native American Advisory Board, but only community members may vote.

### Section 2. Executive Committee and Responsibilities

A. Executive Committee: The Executive Committee members composed of a Vice Chair, and Secretary, and the immediate past Committee Chair shall comprise the Executive Committee, with the Chair-elect presiding over the agendas for all meetings and preside at open and executive sessions.

B. Responsibilities: Duties and responsibilities of the officers shall be those defined by *consensus of the Board*. The Executive Committee will be responsible to the membership for the organization of the meetings.

C. The Vice Chair will serve as an *ex officio* member of committees and work with the Chair in agenda setting; and, the Vice Chair will serve as Chair for meetings in the absence of the Chair.

D. The Secretary will be responsible for recording the proceedings and maintaining a record of the Advisory Committee actions at regular or special meetings.

E. Elections: Election of officers shall be the last order of business at the last meeting in the Fall quarter by a majority of members present, beginning in Fall, 2005. Nominations of officers shall be limited to members as defined in Article II, Section 1.B. of these by-laws.

## **ARTICLE III – OPERATIONAL PROCEDURE**

### **Section 1. Meetings**

A. Regular meetings: There shall be a minimum of one regular meeting every quarter of the academic year.

B. Special meetings: A special meeting may be held at the discretion of the Committee Chair with concurrence of five members followed by notification of Committee membership at least one week prior to the meeting date.

C. A majority of the Committee members, as defined in Article II, Section 1.B., shall constitute a quorum.

D. Executive Committee: Executive Committee meetings shall be called by members of the Committee when deemed necessary, and if actions are taken on behalf of the Board, a disclosure and report of the actions will be made at the next regularly scheduled meeting.

### **Section 2. Standing Committees or Workgroups**

A. The organization shall maintain standing committees or workgroups as deemed appropriate by the membership. These committees may include, but not be limited to: membership, legislative/policy, scholarship, educational partnerships/pathways/grants, professional development, educational resources/pedagogy, recruitment/retention, enrollment management/outreach, and/or other committees that support the goals, objectives and structure of the organization.

### **Section 3. Rules of Order**

- A. Consensus shall be the authority on questions of rule.
- B. Members who miss more than 2 consecutive meetings unexcused will be dropped from the Board. Excused absences should be called prior to the meeting to Linda Jardine, the Vice President's Executive Assistant or her designee, at 206.543.6599.
- C. These rules may be amended by the Board as deemed necessary.