

## **SOCIAL JUSTICE/CULTURAL DIVERSITY SUB-COMMITTEE OPERATING CODE**

### **I. Name**

The name of this structure shall be the Social Justice/Cultural Diversity Sub-Committee of the Member Services Committee, National Association for Kinesiology in Higher Education.

### **II. Purposes**

- A. To promote awareness and sensitivity among culturally diverse populations through faculty development, conference presentations, and professional programs.
- B. To promote research agendas focusing on diversity and multicultural issues.
- C. To reduce any vestiges of prejudice and discrimination that may exist in research efforts, programming, and presentations.
- D. To encourage social justice and multicultural inclusion in all of NAKHE's structures.
- E. To advise NAKHE's Board of Directors on matters of social justice and multiculturalism related to policy statements and projects.
- F. To develop and recommend procedures for funding research studies to the NAKHE Board of Directors.

### **III. Plan of Organization**

- A. The sub-committee shall be a sub-committee of the Member Services Committee.
- B. The sub-committee shall consist of up to seven members committed to diversity and multiculturalism within the profession and the corporation. These appointments are made by the president subject to approval by the Board of Directors.
- C. The chairperson shall be a member of the Member Services Committee.
- D. Resignations from the sub-committee shall be presented to the president who shall appoint a successor to complete the unexpired term.
- E. Sub-committee members shall be appointed for a term of three years, with a minimum of one person rotating off the sub-committee every year. Members of the sub-committee may be re-appointed after serving a previous term.

### **IV. Conduct of Business**

- A. The sub-committee is encouraged to meet annually at the time and place of the annual conference.
- B. The sub-committee shall conduct much of its work by correspondence.
- C. A meeting of this sub-committee shall take place by holding a physical meeting, or business may be conducted by electronic means or mail vote. Any of these methods of meetings can take place upon a written request to the chairperson by a majority of the sub-committee.
- D. A quorum shall consist of a majority of the sub-committee members including the chairperson.

E. The chairperson shall maintain a file of sub-committee correspondence and reports of deliberations and give this file to the chair of the Member Services Committee and incoming chairperson

F. The sub-committee shall recommend to the Board of Directors any action on position statements, resolutions, requests for endorsements and cultural diversity projects.

G. This operating code may be amended by a majority vote of the sub-committee subject to the approval of the Board of Directors.

H. Review and submit operating code changes to Bylaws Chair by June 1 each year. All additional operating code changes should be submitted by November 1 to update committee operating codes for annual committee meetings at January association meeting. Bylaw changes must be submitted to By Laws Committee by August 1 to be considered by Board of Directors and then prepared for consideration by association membership at annual meeting in January.

#### **V. Reports**

An annual written report of this sub-committee shall be submitted by the chairperson to the chair of the Member Services Committee at a specific date. The report may be presented to the Board of Directors as required by the president.

#### **VI. Financial Support**

Expenses of the sub-committee shall be defrayed by the corporation within the limitations of the established budget. Additional funds may be requested when necessary.

*All receipts for expenses must be submitted to the executive director no later than February 1st from the previous fiscal year which ends November 30th.*

Revised: (Mauck, 2005; Mitchell, 2007; Block, 2008; Block 2009; Sampson Moore, 2012)