

The National Council for Black Studies Inc. Constitution

(Accepted by NCBS Board of Directors
for Membership Approval)

May 2003

Article I Name

The name of this body shall be the **National Council for Black Studies Inc.**

Article II Purpose

The National Council for Black Studies (NCBS) is a professional organization that promotes the continuing development of the discipline commonly referred to by various names such as Africana Studies, Black Studies, Africology, or similar appellations. NCBS pursues this objective through various activities designed to: establish the parameters defining the discipline; establish academic and professional standards to guide teaching, research, and outreach; facilitate professional development of faculty and students; and monitor the status and well-being of academic units in institutions of higher education. These activities include, but are not limited to, hosting an annual conference and publishing scholarly research that advances knowledge and teaching in the discipline.

Article III Organizational Structure

The National Council for Black Studies is organized as a not-for-profit corporation governed by a Board of Directors on behalf of its general membership. The organization's fiscal year begins on July 1st and end on June 30th.

A. Officers

The elected officers of the Board of Directors shall constitute the Executive Board of NCBS.

1. The Executive Board is empowered to act as the agent of the Board of Directors in conducting the business of NCBS.
2. The Executive Board shall consist of the President, Vice President, Secretary, and Treasurer.
3. The members of the Executive Board shall also serve as the corporation's operating officers.
4. The officers of NCBS shall be elected by the general membership of NCBS for two-year terms.
 - a. Nomination and election of officers shall follow the procedures set forth in the By-Laws.
 - b. No individual shall serve in the capacity of President for more than two-consecutive terms.
 - c. All candidates for elected offices must satisfy the minimum qualifications set forth in the By-Laws.

B. Board of Directors

Individuals shall be appointed to serve as members of the Board of Directors to represent the interests of professional educators, administrators, and students affiliated with the discipline in the development of policies and programs by NCBS.

1. No individual can serve as a member of the Board of Directors unless that person's individual membership dues have been paid.
2. Members of the Board of Directors shall be appointed by the President in consultation with the other members of the Executive Board.
 - a. Choices for appointment to the Board of Directors shall reflect efforts to: achieve balance across geographic regions; foster undergraduate and graduate involvement; and increase involvement of Black Studies units at Historically Black Colleges and Universities.
 - b. Representatives of other organizations or interest groups may be appointed to the Board of Directors.
3. Members of the Board of Directors shall serve for a two-year term that runs concurrently with the terms of the elected officers.
 - a. Members may be re-appointed at the pleasure of the Executive Board.
 - b. A member may be removed for cause for failure to perform duties as set forth in the By-Laws and/or failure to adhere to policies and procedures established by the Board of Directors.
 - c. The Board of Directors shall establish a maximum size that cannot be exceeded without approval of a special request from the President.
4. The Executive Director shall serve as an ex-officio member of the Board of Directors.
5. The Board of Directors shall meet at least semi-annually.
 - a. Meetings of the Board of Directors shall be closed to non-members unless special permission to attend has been granted by the Board of Directors.
6. The Board of Directors shall convene an annual meeting of the general membership at the organization's national conference.
 - a. This meeting shall constitute the annual business meeting of the corporation.
 - b. The President shall conduct the annual business meeting in accordance with the stipulations set forth in the By-laws.

C. Executive Director

An Executive Director, responsible to the Board of Directors, shall be appointed to manage the day-to-day operations of NCBS consistent with the provisions set forth in the By-Laws.

1. The Executive Director shall serve at the pleasure of the Executive Board.
2. The Executive Director shall be authorized by the Executive Board to make standard managerial decisions regarding the use of resources to conduct the business of the organization.
3. The Executive Director shall make a formal report regarding activities at each meeting of the Board of Directors.

4. The Executive Committee or its designated agent shall conduct an annual performance evaluation of the Executive Director and present its findings to the Board of Directors.
 - a. Procedures for conducting the annual performance evaluation shall be approved by the Board of Directors.

D. Standing Committees and Other Entities

The Board of Directors shall have the authority to establish standing committees, ad-hoc committees, and other entities as needed to facilitate the conduct of the business of NCBS.

1. Only members of the Board of Directors are authorized to chair Standing committees.
 - a. The membership of standing committees of the Board of Directors shall normally consist solely of members of the Board of Directors.
2. The Chair of each standing committee shall make a report about activities at each meeting of the Board of Directors.
3. Any paid member of NCBS can serve as chair or member of entities created by the Board of Directors other than standing committees.
 - a. Chairs of non-standing bodies shall be expected to make reports at meeting of the Board of Directors at the pleasure of the Board of Directors.

E. Affiliate Organizations

The Executive Board shall be authorized to grant affiliate status to organizations for the purpose of pursuing collaborative projects to promote Black Studies

1. Conferring affiliate status shall not be deemed to provide authority for the affiliated entity to represent NCBS on any matter without the expressed consent of the Executive Board.
2. Conferring of affiliate status shall require an agreement by the affiliated entity not to violate policies and procedures of NCBS.
3. Requests for affiliate status shall be submitted and considered in accordance with the guidelines set forth in the By-laws.

Article IV Membership

Membership in NCBS shall be open to teachers, scholars, leaders, community activists, and other individuals and organizations that share the interests of NCBS in promoting Black Studies.

A. Membership Term and Categories

1. The standard term of membership for individuals shall be one year.
 - a. For accounting purposes the beginning and end of the membership term shall correspond with the beginning and end of the organization's fiscal year.
 - b. Individual membership dues shall be set annually by the Board of Directors.
 - c. The Board of Directors is authorized to establish discounted and multi-year individual membership provisions for special reasons as deemed appropriate.
 - d. Rights and responsibilities of members shall be set forth in the By-Laws.
2. The Board of Directors is authorized to establish membership categories to allow entities other than individuals to be designated as members of NCBS.

- a. Dues associated with each category shall be established annually by a vote of the Board of Directors.
- b. The rights and responsibilities associated with each non-individual membership category shall be set forth in the By-Laws.

Article V
Amending the Constitution

Changes to the Constitution may be proposed by any individual member of NCBS. The steps involved in amending the Constitution are as follows:

1. The proposed change(s) must be submitted in writing to the Constitution and By-Laws Committee for review and consideration.
2. The Committee in consultation with the individual proposing the changes will draft the language to be presented to the Board of Directors at the next scheduled meeting.
3. If the Board approves of the proposed change(s) by a simple majority vote, the proposed change will be mailed to all paid voting members along with a ballot to be returned with a positive or negative vote on the proposed amendment.
4. If two thirds (2/3) of the returned ballots support the proposed change(s) the change is adopted after formal notification of the membership at the next annual business meeting.