



Kaschak Institute

SOCIAL JUSTICE FOR WOMEN AND GIRLS

Bylaws

Ellyn Uram Kaschak Institute for Social Justice for Women and Girls October 2022

I. Mission

Binghamton University's Ellyn Uram Kaschak Institute for Social Justice for Women and Girls was established with a generous endowment gift made by Dr. Ellyn Uram Kaschak '65. Building on Dr. Kasack's feminist life commitment, the Institute's mission is to "promote social justice and equality for all women and girls domestically and internationally to ensure a more just, fair and equitable world."

The institute works to invest in the next generation by fostering high-impact learning opportunities for students, bringing together researchers across campus (and the world), and connecting our research expertise to communities, whether locally or globally. We provide undergraduate and graduate students at Binghamton University with:

- Opportunities to participate in cutting-edge research
- Experiential learning opportunities
- Scholarships and fellowships
- Career opportunities
- Innovative knowledge generation networks
- International and national events, programs, and decision-making fora
- Interaction with global thought leaders

In its activities, the Institute encourages and is enriched by a wide variety of disciplinary approaches and theoretical perspectives and the best practices to promote social justice and equality for all women and girls.

II. Leadership

A. The Director

Appointment. The Director shall be appointed by the Provost and Executive Vice President for Academic Affairs after the search committee's recommendation for a term negotiated with the candidate. In the event of a vacancy, the Provost shall convene a search committee to conduct a search for a new director. The Director reports to and is accountable to the Provost and Executive Vice President for Academic Affairs.

Duties. The duties of the Director shall include:

- developing and executing the Institute's program and administering its affairs in regular consultation with the Provost and the Advisory Board;
- planning the year's programming, including the selection of faculty and student fellows, presentations by the fellows, supporting student projects, engagement activities designed to address critical issues facing women and girls, domestically and internationally, and other activities supported by philanthropic gifts and contracts with government, international and non-governmental civil society organizations;
- generating resources to support and expand the Institute's work with the goal to make it an internationally recognized agent for promoting social justice and gender equality for women and girls. To this end, the Director shall partner with the Binghamton University Division of Advancement to solicit philanthropic donations, write proposals to external bodies for support, and develop contracts with government, international and non-governmental organizations to conduct projects designed to advance the mission of the Institute;
- submitting an annual report on the Institute to the Provost and the Advisory Board;
- representing the Institute at internal and external functions;
- calling and chairing all meetings of the Advisory Board and is a voting participant; and
- reporting to the Advisory Board on all significant matters concerning the Institute.

Review and Removal. Review and removal of the Director shall be made by the Provost and Executive Vice President for Academic Affairs in accordance with the policies and procedures of the University.

B. Advisory Board

Composition. The Advisory Board shall consist of 9 members, including three individuals external to the University who have achieved prominence for their work in advancing social justice for women and girls; the dean of Harpur College of Arts & Sciences; the Vice President for Advancement; a representative from the Division of Research; two faculty members, and one student representative selected by the director from nominations submitted by each of the college/school deans. The Provost shall appoint faculty members, student representative, and external members after consulting with the Institute's Director and serve staggered three-year terms. Membership is limited to two consecutive terms.

Purpose. The Advisory Board is responsible for advising the Director on annual programming, selecting recipients of faculty and doctoral fellowships and applicants for other fellowship or engagement opportunities, sharing ideas for and helping to execute new initiatives, strategic

planning, hosting events when required, and attending Board meetings. Board members shall also assist the Director, where appropriate, in developing partnerships with government, civil society organizations, and other universities designed to promote the Institute's mission.

Meetings. The Institute's Advisory Board shall meet at least quarterly, at a time and place to be determined by the Director. Notices of regular meetings shall be sent to each member of the Board by the Director at least one week in advance. Agenda items may be submitted to the Director. The Director shall preside and present a report on matters of interest to the Board. A quorum shall be a simple majority of the Advisory Board members. The Director may call ad hoc meetings of the Advisory Board to deal with matters requiring consultation.

C. Awards for Faculty and Students and Visiting Practitioners and Scholars

A subcommittee of the Advisory Board, selected by the Director, will review applications for faculty and student fellowships and applications to participate in projects supported by the Institute and make recommendations to the Director, who will make the final selection.

Depending on the availability of funding, the Institute will support short and long-term visits to campus by individuals engaged in the work of promoting social justice for women and girls through government and civil society organizations. The Director will consult with the Advisory Board about the appointment of prospective practitioners and their activities while on campus.

III. Amending the Bylaws

Amendments to these bylaws may be proposed by any member of the Advisory Board or by the Director or the Provost and Executive Vice President for Academic Affairs. The Director must circulate proposed amendments to the Board via email at least one week before a meeting.

The bylaws may be amended by majority vote from two-thirds of the Board members present at the meeting at which the bylaw amendment is voted upon. Bylaw changes must be considered at least one meeting before being voted upon at a subsequent meeting.

These bylaws must be compatible with and subordinate to those of Binghamton University and the authority and policies of the Trustees of the State University of New York.

IV. Public Notice

These bylaws and all amendments must be posted on the Kaschak Institute website.