UNT Gender & Sexuality Employee Resource Group Constitution

Article 1. Name

Name. The name of the organization shall be the “UNT Gender & Sexuality Employee Resource Group”.

Article 2. Purpose

Section A. General Purpose

Purpose: The UNT Gender & Sexuality Employee Resource Group (UNT GS-ERG) is an Employee Resource Group (ERG) that serves all UNT employees through intentional engagement, policy promotion, and community building that is inclusive of all genders and sexualities.

The UNT GS-ERG shall do the following:

a. Promote allyship, accompliceship, anti-transphobia, and anti-homophobia among all employees for historically excluded genders and sexualities at UNT.

b. Engage in learning, recognizing, and addressing gender and sexuality-based inequity and inequality in UNT’s
   i. Programming
   ii. Policies
   iii. Processes
   iv. People including staff, faculty, students, and governing bodies
   v. Practices

c. Collaborate with other campus groups to create and facilitate opportunities of engagement aligned with the mission of the UNT GS-ERG.

d. Create a space for employees to build community with each other and the surrounding area.

Section B. Prohibition

Political Campaigns. No substantial part of the activities of the organization shall be the carrying on of partisan political campaign propaganda and shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office, except for bipartisan issues that may affect the organization.

Prohibition against Discrimination. The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Section C. Compliance with UNT

UNT GS-ERG shall follow the procedures and regulations established by the University of North Texas, and comply with local, state, and government regulations.
Article 3. Membership and Meetings

Section A. Membership

a. **Members.** Membership in the UNT GS-ERG is open to all employees (both faculty and staff) at the University of North Texas. Graduate Students are welcomed and encouraged to attend and participate in UNT GS-ERG meetings and events. Membership participation will not be tracked or collected by the UNT GS-ERG. Membership dues will not be required for participation in the organization.

b. **Meeting Participation.** Members will be encouraged to take an active role in organizing learning, engagement, and community building opportunities under the guidance of the UNT GS-ERG co-chairs.

Section B. Meetings

c. **Regular Meetings.** General body meeting will be held once a month unless otherwise scheduled by the co-chairs. Committees will be formed and meet as needed to execute UNT GS-ERG initiatives and objectives. Members are responsible for requesting permission from their supervisor to attend UNT GS-ERG meetings during work hours or scheduling time off to attend meetings.

d. **Meeting Notification.** Notification of meetings shall be made at least 7 days in advance. Notification must be in writing. Meeting dates and times can also be found on the UNT GS-ERG website.

g. **Constitutional Amendments:** This constitution may be amended by two-thirds vote of the members present at a general meeting.

Article 4. Governance

a. **Dual-Led Executive Board Governance.** The UNT GS-ERG shall be governed by an Executive board consisting of five elected offices: President – Staff Representative, President – Faculty Representative, Vice President of Policy & Administration, Vice President of Outreach, and Vice President of Trans* Community Affairs. Each of the offices listed, with the exception of President roles, will be up for election and re-election by majority vote during the April regular meeting each year. There is not a limit on the number of terms served in any elected offices.

   i. **President.** Each president position, when possible, will be held by one staff member and one faculty member. The two elected presidents that will each serve alternating two-year terms. An election for one of the president positions will be held during the April regular meeting each year.

      a) **Shared Responsibilities.**

         1. Provide executive oversight, representation, and leadership for the organization
         2. Tracking and proposing budgetary funds received, utilized, and requested.
         3. Setting and disseminating meeting agendas.
         4. Coordinating guest speakers, programming, networking opportunities, etc.
         5. Serving in an interim capacity for any vacant executive board member position
         6. Calling any action needed to be taken by the GS-ERG to respond to an instance, amend the constitution, or redirect operations of the organization to a vote during a regular meeting.
6. Lead and partner on all **Promote** tasks of the ERG.

b) **Specific Responsibilities.**

1. **Staff Representative.** Serves as the chief executive officer of record for the GS-ERG to external stakeholders. Actively solicits feedback and represents all GS-ERG members that are UNT Full-Time Staff.

2. **Faculty Representative.** Actively solicits feedback and represents all GS-ERG members that are UNT Faculty.

ii. **Vice President of Policy & Administration.**

   a) Serves as the Policy Committee Lead and the administration and operations leader for the GS-ERG.
   
   b) Keeping and disseminating agendas and action items of meeting proceedings.
   
   c) Maintaining detailed overall UNT GS-ERG records that can be passed on to subsequent executive board members to allow for continuity of operations.
   
   d) Lead and partner on all **Engage** tasks of the ERG.

iii. **Vice President of Outreach.**

   a) Serves as the Outreach Committee Lead and the point-person for all social media and GS-ERG communication.
   
   b) Creating and maintaining communication and collaboration opportunities with other UNT ERGs, departments, and offices.
   
   c) Managing all GS-ERG social media
   
   d) Organizing and locating campus tabling opportunities
   
   e) Lead and partner on all **Collaborate** tasks of the ERG.

iv. **Vice President of Trans* Community Affairs.**

   a) Serves as the Trans* Community Committee Lead and the leader of trans-inclusion efforts in the ERG and overall UNT community.
   
   b) Collaborate with internal GS-ERG executive board team on social media opportunities and policy review.
   
   c) Lead and partner on all **Create** tasks of the ERG.

Constitution amended on 7/8/2022 by membership vote in 6/28/2022 meeting. Updated Article 4 Governance structure from co-chair model to dual-lead executive board model. Updated Executive board voting period from July to April.