

Commission on the Status of Women
University of Mississippi

Guidelines

I. Mission

The charge of the Commission on the Status of Women is to serve the Chancellor in an advisory capacity, apprising him/her of the needs and concerns of female faculty, staff, and students, and recommending ways that their needs and concerns might be addressed.

II. Membership

1. The Commission shall be composed of at least 15 members; these shall be faculty, staff and students drawn from all major constituencies of the University. These may include—but not be limited to—Associated Student Body, Graduate Student Association, Faculty Senate, Staff Council, Sarah Isom Center for Women, Office of Equal Opportunity and Regulatory Compliance, Human Resources, Student Housing and Athletics.
2. The Commission will include members of underrepresented groups. Members shall be appointed by the Chancellor from a pool of nominations and volunteers solicited by the Commission.
3. All members (students and employees) are appointed to three-year terms and may be eligible for reappointment. Terms start on July 1. Members are limited to two consecutive terms. If a member is appointed to serve as Chair OR Vice-Chair for the next year, that member will be automatically reappointed.

III. Operations

1. The Chair and Vice Chair will be appointed by the Chancellor. The Commission on the Status of Women encourages the Chancellor to select one faculty member and one staff member.
2. The Chair of the Commission will provide the Chancellor with an annual report in June and other reports as necessary.
3. After one year as Chair of the Commission, the individual will then serve one year as “Past Chair”, in an advisory capacity to the incoming Chair.

4. The Commission secretary will volunteer or be chosen by the Chair at the first meeting of the year. Their role is to take minutes and record other Commission-wide business (e.g., voting) as occurs in the regular meetings.
5. The Commission will meet, in accordance with a schedule prepared by the Chair, at least two times per semester, throughout the 9-month school year. Special meetings may be called as necessary.
6. Members will be expected to attend all regularly scheduled meetings or to notify the Chair or the secretary of their absence in advance of the meeting date. Persons with excessive unexplained absences will be reviewed by the Commission's nominations committee to determine whether they will be asked to resign. The recommendation for action will be forwarded to the Chancellor.
7. More than half of the membership must be present in order to have a quorum. When a vote is necessary, The Commission will decide the issues based on a majority of votes by the members in attendance.
8. The Chair will appoint a nomination committee of three people. This committee will convene beginning in March and will be charged with the responsibility of identifying/soliciting candidates for membership, chair, and/or vice-chair of the Commission on the Status of Women for the following year.