

SOCIAL JUSTICE COUNCIL CHARTER
Adopted February 18, 2015

1. Mission

The mission of the Social Justice Council (SJC) is to provide leadership to inform and engage congregation members on social justice concerns, offering them opportunities to give expression to their social conscience and our shared UU values through dialogue, education, advocacy, and action within the congregation, community and the world at large.

2. Task Forces

The Social Justice Council is comprised of a chair and representatives from the authorized WUUC Social Justice Task Forces. Such task forces are formed when several congregation members identify a common social concern, agree to meet regularly to work on the issue and submit a request with a statement of purpose to the Social Justice Council requesting recognition as an authorized Social Justice Task Force. The Social Justice Council reviews the petitions for recognition and membership and upon finding it acceptable shall give the new Task Force standing as an authorized Social Justice Task Force of the Council. Each year, a listing of the functioning Social Justice Task Forces shall be attached to the Social Justice charter.

Organization of Social Justice Task Forces:

- a. Membership. Task Force membership is open to members and friends. Task Force chairs must be members of the congregation. A minimum membership of three (3) is the standard expectation, but special circumstances may be considered should there be good justification to show sufficient support in other ways; there is no maximum limit.
- b. Organization. Members elect their chair and any other officers.
- c. Ex-officio members. The Social Justice Council Chair (or appointee), Church President, and Ministers, are ex-officio, non-voting members of each authorized task force.
- d. Informing Task Force Chairs. Copies of this document shall be provided by the Social Justice Council to the chairs of each authorized task force.
- e. Successor chair. Each Task Force shall be responsible for identifying and training one or more individuals to chair (or co-chair) for the future.
- f. Each year, by the end of October, the Task Force will inform the chair in writing of its chairperson(s), its official representative (may or may not be a chairperson) and a list of active members.
- g. Informing the Congregation. A copy of the Charter shall be posted on the church website.

3. Membership

Membership of the Social Justice Council shall be comprised of the chair of the council and representatives of the authorized task forces and WUUC representatives to affiliated organizations.

- a. Representatives to affiliated organization: Each year the Social Justice Council shall appoint representatives to community or denominational social justice organizations with which the Council decides to affiliate. These representatives shall be members of the Social Justice Council.
- b. Ex-officio members: The Ministers, Church President, and the liaison to the Board are ex-officio, non-voting members.

4. Duties of the Chair

The Chair shall convene regular and special meetings, set the agenda, preside over meetings, convene the annual planning/goals setting meeting, distribute required information to the Social Justice Task Forces and foster support and development of Task Forces. The chair shall prepare or arrange for the preparation of the annual report of the Social Justice Council activities and accomplishments.

The Chair may appoint a Secretary. The Secretary shall be responsible for the record of the business of the Council. The Secretary or a designee shall take minutes of each meeting and arrange for their distribution to the Chair for review and to Council members (in advance of the succeeding meeting). Subsequent to the approval of the minutes by the Chair the Secretary or any person designated with this responsibility shall be responsible for sending the minutes to the Board.

5. Meetings

Meetings of the Social Justice Council are open, but only members of the Council may vote. The Council shall generally meet bi-monthly, with the meeting date set in advance, listed on the congregational calendar and published in the Newsletter and Order of Service.

6. Loose Plate Offerings

Requests for Loose Plate Offerings that benefit socially responsible organizations must be submitted to the Chair on a form provided by the Council to be researched and placed on the meeting agenda for a vote.

7. Yearly Goal Setting/Strategic Planning

To fulfill its mission, the Social Justice Council shall develop a strategic plan and have a planning and goal setting meeting prior to the end of October each year. In developing the strategic plan, SJC shall consider positions taken by the UUA, UUSC and TXUUM.

8. SJC Budget

The Chair, in response to the request from the Finance Committee of WUUC, recommends/requests a budget for the coming year for the SJC, after soliciting from SJC members and special needs they foresee in the coming year.

Use of the budget: SJC members may request the use of the budget of the Chair at any time. The Chair may also propose uses of the budget that would fulfill the needs of the whole SJC, or benefit the operations of several task forces. The Chair has discretion for expenditure of minor sums (up to \$150). The use of these funds will be documented in the next set of meeting minutes.

9. Congregational Authority

Neither the Council nor its Task Forces may speak in the name of or take action on behalf of the congregation on issues of social or political concern without authorization consistent with the by-laws of the congregation. Task Forces may not raise funds on behalf of the membership without SJC approval.

10. Procedures for Adopting and Changing Charter and Policies

The initial charter will be submitted to the Board for adoption.

If at any time it is determined by the Council that revisions need to be made to the charter or to policies, a charter/policy review committee shall be appointed by the Council. Such a committee shall be formed of not less than three members of the Council charged by the Council with its specific task. A revised charter is accepted by (majority vote) of the Council and then forwarded to the Board for approval.

Proposed changes to SJC policies, and procedures for allocation of outreach funds shall be made in writing and SJC member notified at the meeting of the SJC prior to the meeting when ratification is requested. At that meeting, changes shall be approved by a majority of those present and voting.