



CWRU Neighborhood Advisory Council Charter

About the Neighborhood Advisory Council

The Neighborhood Advisory Council began as the Welcoming Campus Working Group, a learning circle of the first cohort of the Foundations of Community Building Program. The Welcoming Campus Working Group's purpose was to make the CWRU campus more welcoming for community members. It held listening sessions and a world cafe, and determined that it would host the first Campus-Community Play Date in September, 2019. After debriefing that event, the group determined that a more formal neighborhood advisory council for the university is warranted, and is necessary for the successful implementation of Pathway 3 of the Think Big Strategic Plan. This charter outlines the mission, scope, roles, and responsibilities of the resulting Neighborhood Advisory Council.

Mission

The CWRU Neighborhood Advisory Council (NAC) serves as the community representative to University Leadership and advises on relevant issues, programs and projects that significantly impact people in East Cleveland and Cleveland neighborhoods around campus.

Objectives

- Assist in creating a truly welcoming atmosphere on campus where residents of surrounding neighborhoods feel safe and included in the activities of CWRU.
- Build mutual trust and respect between neighborhood residents and CWRU through relationship building, dialogue, and transparency.
- Develop and promote programming that strengthens ties between CWRU and the surrounding communities so that future members of both CWRU and the surrounding neighborhoods feel a shared pride for their common community.
- Recognize and celebrate the abundant gifts, strengths, and assets that are already present in the community.
- Identify areas where the university and the community can come together to develop solutions that benefit the common good and promote racial equity.
- Allocate funds raised through the Good Neighbor Program.

Applications

- Applications will be accepted annually between August 30th & October 30th.
- Applicants will be notified of their status by December 20th (term to commence in January).

Responsibilities

- Attend all NAC meetings—in-person whenever possible (10-12 meetings* per year).
- Represent your community by bringing concerns and perspectives to the Council.
- Develop mutual, collegial working relationships with other NAC members.
- Participate as you are able in ad hoc committees or events to advance the work of the NAC.

* Meetings are scheduled for the second Thursday of the month from 3:00 – 5:00 PM with occasional exceptions.

Membership Composition & Terms

- The NAC shall have 20 members, consisting of 12 community residents, 2 CWRU students, and 6 representatives who work for CWRU or community organizations.
- Community resident makeup:
 - The 12 community residents together, shall represent a diversity of neighborhoods, community-based organizations, and interests.
 - Community residents shall be selected by the current members of the NAC to fill a vacancy or when a term expires.
 - New community members shall be approved by a $\frac{2}{3}$ vote of current NAC members.
 - If any vacancies arise, they shall be filled by a $\frac{2}{3}$ vote of the current NAC members.
- CWRU and community organization representative makeup:
 - The CWRU Associate VP of Local Government and Community Relations shall be an ex officio member.
 - The other 5 CWRU and community organization representatives shall be selected by University Leadership.
 - University Leadership shall also appoint new members to fill any vacancies from CWRU that may arise.
 - The Community Innovation Network will serve as an ongoing resource for facilitation, ongoing community building, and evaluation for the NAC.
 - The Office of Local Government and Community Relations shall be responsible for convening and supporting the NAC.
- To advance racial equity at CWRU and in the community, a majority of NAC members must be black, indigenous, and people of color (BIPOC).
- All members (apart from CWRU students) shall serve for 3 years.
- Terms for NAC members are ideally staggered, with 33% serving a 1-year term, 33% serving a 2-year term, and 33% serving a 3-year term.
- Membership is limited to two terms (consecutive or non-consecutive).
- At any time, the NAC may by vote by a $\frac{2}{3}$ majority to end a NAC member's term based on failure to live up to the mission and responsibilities of the NAC.

Executive Committee / Leadership

- The NAC shall be co-chaired by one (1) community resident and one (1) CWRU representative, voted on by a $\frac{2}{3}$ majority of the NAC.
- The term of the co-chair is 2 years with a limit of 2 terms.
- The co-chairs, as members of the working group, establish the meeting agendas, exemplify and maintain diplomatic and transparent meeting leadership, and may represent the NAC at campus and community events.
- The NAC may elect other leadership from among its membership as it deems necessary.

Compensation

- NAC members who are not being compensated for their service on the NAC in any other way shall be eligible to receive a \$700 stipend each year of service, \$350 to be paid in March and \$350 in September of each calendar year served on the advisory council.
- CWRU representatives on the NAC will not receive additional compensation for their service on this council.