

SALT Board of Governors

Memorandum of Understanding

Over the past year, the SALT Board has discussed ways to increase the transparency of our expectations for ourselves and each other as SALT Board members. At the January 2016 Board meeting, the Board considered an initial version of a document proposing some shared expectations for Board members; the concept has also been discussed in subsequent meetings. This document incorporates Board member feedback and proposes that each SALT Board member agree to the commitments set out below to increase the transparency, accountability, and effectiveness of the SALT Board and Committees.

Each SALT Board member agrees to:

1. Stay current with SALT dues (<https://www.saltlaw.org/membership-account/membership-levels/>).
2. Attend (in person or by phone) all 3 Board meetings per year, unless unusual or unavoidable circumstances arise. The Board meets three times a year, and meetings typically coincide with the SALT/LatCrit Faculty Development Workshop in the Fall, AALS Annual Meeting in January, and a faculty conference in the Spring. In-person attendance is strongly preferred; Board members whose institution will not cover their travel expenses may submit a request to the Co-Presidents for financial assistance in order to ensure in-person attendance for at least one meeting per year.
3. Engage as an active, reliable, and productive member of at least one Core Committee and one Operational Committee (see SALT Committee Restructuring Memo for explanation).
4. Play a primary role on at least one of these two Committees; examples of primary roles may include serving as the Committee Chair or Co-Chair, chairing a subcommittee of the larger Committee, or spearheading a significant Committee effort or project.
5. Respond promptly to email requests and otherwise engage actively and timely in SALT Board email communications.
6. Make a concrete effort to recruit or sponsor new SALT members.

Committee Chairs and Co-Chairs agree to:

1. Regularly convene Committee meetings or otherwise touch base with Committee members to ensure the Committee is active and efficient.
2. Pro-actively work with Committee members to identify ways their Committee can contribute to SALT's mission and operations, including opportunities to collaborate with other Committees.
3. Submit brief written updates to the Board on their Committee's recent activities or accomplishments a minimum of 10 days in advance of each Board meeting.
4. Keep the written description of the Committee's purpose, goals, and/or mission up to date and notify the Board of any significant changes.

Signature

Date