



## CAUCUS MISSION AND PURPOSE

Caucuses of the Society for Research in Child Development (SRCD) support the goal of integrating diversity in the broader society, as outlined in Goal 3 of SRCD's [Strategic Plan](#). Caucuses serve the purpose of providing support, networking opportunities, and dissemination venues for research by and about members of groups underrepresented in the study of child development. The Caucuses also advise about and advocate for diverse and inclusive representation on SRCD's Governing Council, Committees, Editorial Boards, Review Panels, and Task Forces.

## GUIDELINES FOR SRCD CAUCUSES

- 1) Caucuses operate under the authority of the SRCD bylaws and SRCD Governing Council (GC).
- 2) Caucus members must also be members of SRCD.
- 3) Caucuses are charged with developing, maintaining, enforcing, and amending their own bylaws, which should be posted on the Caucus' webpage and kept up-to-date. Caucus bylaws may not contradict the SRCD [bylaws](#). Caucus bylaws should detail the leadership structure and the procedures for electing or appointing officers, representatives, and/or executive or advisory committees. Caucus leadership must include at least one Student or Early Career (no more than 5 years post-Ph.D.) representative.
- 4) Caucuses may develop their own independent activities and initiatives such as webinars, award programs, mentoring programs, and web and social media resources without consultation with or approval by GC, subject to the conditions outlined in Items 10 and 13 below. Caucus leadership is entitled to create subcommittees and/or task forces composed of members of the Caucus without consultation with or approval by GC. Caucuses may choose to partner with each other on initiatives and activities without consultation with or approval by GC.
- 5) Caucuses are charged with developing, maintaining, and updating the content of their own webpages on the SRCD website in collaboration with and supported by SRCD Communications Staff. Caucus chairs are responsible for ensuring that bylaws and leadership are posted on the website and kept up-to-date.
- 6) SRCD is responsible for the collection and administration of dues and the maintenance of Caucus membership rosters. Caucus dues will be collected via the membership portal. Caucus dues dispersal will be handled by the Controller at the request of the Caucus chair who will either take responsibility for or designate a representative (typically a treasurer or some other officer of the Caucus) to provide documentation and justification for expenditures to the Controller in a timely fashion to establish the use of funds for Caucus-related activities as required by law. The Controller or his/her representative will send quarterly financial reports to the Caucus Chairs for review.
- 7) SRCD staff will send monthly updates on Caucus membership to Caucus Chairs. Any membership communications infrastructure or networking platforms developed to SRCD member engagement will also be available for targeted or segmented communication to and among Caucus members. Membership lists should be used solely

to facilitate communications among members regarding Caucus-related business. These lists should not be shared, sold, rented, or traded.

- 8) Caucus dues will be equivalent across all Caucuses and are currently set at \$30 for regular members, \$10 for student and early career members. To raise Caucus dues, the leadership of all Caucuses must reach consensus on the timing and amount of the proposed increase. Increases may be requested via a co-signed request from the Chairs of all Caucuses submitted to the Executive Director of SRCD. The request to raise dues will be reviewed and voted upon by GC. GC will not take any action to raise dues in the absence of a formal request from the Caucuses.
- 9) Awards given by Caucuses at the biennial meeting should be reported to the Director of Meetings so that they may be featured in the program and promotional materials for the meeting and recognized at the SRCD Biennial Awards Ceremony, in addition to or in lieu of a dedicated award ceremony for the Caucus members.
- 10) Caucuses may engage in dedicated fundraising events to help support initiatives without consultation with or approval by GC. However, any use of SRCD's name, acronym, or logo in public dissemination and promotional materials, including branded objects for sale, must be reviewed and approved by SRCD's Communications Director who also has the right to request approval by GC (or the Executive Committee when requests are time-sensitive) in ambiguous or potentially controversial cases. Caucuses may also participate in broader Society fundraising initiatives.
- 11) Caucus leadership will submit annual reports to GC. Caucus chairs will participate in annual committee chair/Caucus/Consortium meetings. The Caucus chairs will convene annually with the Executive Director and SRCD leadership. Each Caucus will send one Student/Early Career (SECC) representative to the annual SECC meeting. Caucus members may individually or jointly submit nominations for all committees and offices of the Society.
- 12) Caucuses may (jointly or independently) request space for business meetings, receptions, and networking events at the biennial meetings. The Meetings Team will contact the Caucuses approximately six months before the Biennial to initiate discussion of logistics such as the size and layout of room, and the preferred hours and duration of these space requests. Requests will be accommodated to the extent possible.
- 13) The Caucuses are legally part of SRCD and their efforts, activities, and statements therefore are presumed to reflect the views of SRCD. Any public statement that may be construed as expressing opinions about or advocating for particular public, political, or social policy action must be clearly stated as representing the views of the Caucus and not representing the views of SRCD as a society as a whole. The Caucus will include the following disclaimer within each statement: "This statement represents the perspective of the [insert name of] Caucus of the Society for Research in Child Development and has not been reviewed or necessarily endorsed by the Society as a whole." Additionally, the Caucus will send the proposed statement to the Governing Council (GC) at least 24 hours prior to any release as a courtesy notice only. The GC does not have authority to censor these statements.

Statements that are written by a Caucus that are intended to represent SRCD as a society as a whole must be reviewed by GC (or the Executive Committee in the case of time-sensitive matters). These latter statements or actions that violate or have the potential to threaten SRCD's 501c3 non-profit status will not be approved for dissemination.

Individuals within the Society (including those who are members of the Caucuses) are free to express individual opinions regarding the policy implications of research

findings. However, policy statements or opinion pieces representing the Society as a whole are only allowable following review and recommendation by SRCD's Directors for Policy and/or Communications, and approval by GC (or in time-sensitive cases, EC) to ensure compliance with SRCD's status as a 501(c)(3) organization.

## Proposing a New Caucus

SRCD welcomes the formation of new Caucuses to address the perceived need for structured community support to foster and facilitate research by and about members of a particular group underrepresented or lacking targeted representation within the Society. Given the demands placed on the Caucus to build and maintain infrastructure and governance, a case must be made for both the need for targeted support for members of or researchers studying this subcommunity (beyond support offered through other channels within the Society) and sufficient interest in and commitment to the new Caucus among SRCD members. A proposal may be submitted to the Executive Director of SRCD at any time to be reviewed and voted upon by GC at the next (spring or fall) GC meeting. The proposal must specifically explain how the new Caucus will serve a unique need and will contribute positively to the Child Development research community and the membership of the Society.

The proposal should include the following elements:

- The name of the proposed Caucus.
- The mission of the proposed Caucus.
- A narrative explaining the need for the Caucus, how it differs from and might relate to other existing Caucuses, what types of activities are envisioned, and how this Caucus would enhance the intellectual diversity, scientific rigor, and community-building within SRCD consistent with SRCD's strategic goals.
- An optional petition to form the Caucus signed by current SRCD members - although this is not required, it is helpful in making the case for sufficient support and demand that the new Caucus is likely to thrive.
- Draft bylaws. (See [bylaws](#) for other SRCD Caucus posted on their webpages as examples.)
- A proposed initial leadership team and/or a slate of nominees for elected offices who have all agreed to serve.