



Caucus Guidelines

Requirements

In order to be an official Caucus, an interest group:

- May not be media oriented;
- Must be activist in nature;
- Must embody the WCA mission statement;
- Must have more than fifty active members; and,
- Must apply for and be granted Caucus status by the Board of Directors.

Caucuses must:

- Set yearly goals and budget and present them to the Board of Directors at the annual summer board meeting for approval;
- Select from their membership a Caucus Chair (or Co-Chairs) and/or a Director to serve as a national WCA board representative (the Chair and Director positions may be held by the same person or separate individuals), to serve for a three-year term;
- Limit the same person from serving as Chair to two three-year consecutive terms;
- Conduct finances consistent with national policies;
- Work with the WCA Exhibitions Chair when formulating and planning exhibitions;
- Work with the VP Development when instituting or planning fundraising; and,
- Include the WCA logo and name on all correspondence and publications.

Caucuses may not:

- Maintain a separate bank account(s);
- Fundraise without prior approval from the Board; and,
- Set up a structure that is similar to the Board.*

*Caucuses are expected to function like a national committee with a Chair and members assigned to specific tasks.

Representation on the National Board

As part of the formal structure of the Women's Caucus for Art, Caucuses are governed by the same policies and procedures as any committee of the national Board; therefore:

- The board representative to the national board serves under the same rules, policies and obligations as other board members, and is known as a Director;
- If a Director cannot attend a meeting, she may not send another representative in her place;
- Directors are expected to attend two Board meetings a year; and,
- Caucuses can fundraise, but those efforts must be coordinated with and be reported to the Board.

Placement of Caucus Directors within the WCA Board Structure

- Three Director positions are elected through the Caucuses;
- If more than three Caucuses are approved by the Board, Caucus Chairs will rotate out every three years, similar to Directors from Chapters;
- In the event of the approval of another Caucus, rotation of Directors will begin the following election year;
- A Caucus Director does not represent a specific Caucus, but Caucuses as a whole, much like the Directors elected through Chapters Council represent Chapters as a whole.

Recognition of New Caucuses

- Caucuses may petition to be represented on the National Board if the Caucus is in good standing and has more than 50 active members; and,
- Approval of new Caucuses, in full standing, is up to the discretion of the National Board of Directors.