

# Constitution of the Broad Interest Group for Equity in ACL (EquiCL)

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## I: Statement of Purpose

The purpose of the Association for Computational Linguistics (ACL) Broad Interest Group for Equity in ACL (EquiCL) shall be to support efforts of ACL members and groups throughout the world to fulfill the scientific and communication goals of the ACL by promoting an inclusive culture; to provide members of the ACL with a means of exchanging best practices for equity and inclusion; to sponsor meetings and workshops that contribute to creating an ACL in which every member's value is maximized; and to produce, collect and make available resources relevant to equity and inclusion.

EquiCL will operate within the framework of the ACL's general guidelines for Special Interest Groups (SIGs). EquiCL is named a Broad Interest Group to emphasize the fact that equity and inclusion matter for the ACL community as a whole, and are not topics of special interest. A [separate document](#) outlines the motivation for equity and inclusion in the ACL, and lists the current officers. Any person who is a member in good standing with the Association for Computational Linguistics may join as a member of EquiCL. Members will be asked to renew their membership annually, in conjunction with renewing their membership in the ACL.

## II: Elected Officials

The elected officers of EquiCL shall consist of a Chair and a Secretary. The Chair and Secretary shall be members in good standing of the ACL. The term of all elected officers of EquiCL shall be 2 years.

The duties of the Chair shall be:

1. To have primary executive authority over actions and activities of EquiCL.
2. To prepare a written report on the activities of EquiCL for the Executive Committee of the ACL, for presentation to the ACL at its Annual Business Meeting.
3. To designate a Liaison Representative for EquiCL, who shall be primarily responsible for communication with members of EquiCL, answering inquiries about EquiCL, and communication with the Executive Committee of the ACL.
4. To designate such other officers as are appropriate to the fulfillment of the goals of EquiCL, including a returning officer as specified in Sections III and VI below.
5. To appoint an advisory committee whose composition and role is specified in Section IV.
6. To remain a member of the board in an ex officio role for at least one year, and at most two years, after the end of their 2-year term.

The duties of the Secretary shall be:

1. To maintain a membership roster of EquiCL.
2. To be responsible for any moneys awarded to EquiCL by the ACL or raised by EquiCL; and to present a written annual report on EquiCL finances to the Executive Committee of the ACL.
3. To maintain, in consultation with the advisory committee, a document stating the aims of EquiCL and the names and affiliations of the current officers, suitable for sending to prospective members and other enquirers.

### III: Election of Officers

The Chair and Secretary of EquiCL shall be elected by a vote of its membership. Elections shall normally be carried out at least one month, and at most four months, before the expiry of current terms of office. In the event of a casual vacancy, an extraordinary election shall be held for an officer to complete the current term of office. Candidates must be nominated by two members, must accept nomination, and must be members in good standing of both ACL and EquiCL. EquiCL will endeavor to ensure that the candidate pools reflect its goal. Votes will be collected electronically, endeavoring to ensure that voting is accessible to all members regardless of domicile and physical ability. Nominations shall be called at least three months prior to the election, and shall close two months prior to the election. All members shall be notified of the election date and the nominations at least four weeks prior to the close of voting, and results shall be notified to the members within four weeks of the close of voting.

### IV: Advisory Committee

The advisory committee shall be called upon by the elected officers in relation to the planning and coordination of EquiCL activities and the preparation and revision of EquiCL documents.

Together with the elected officers, the composition of the advisory committee shall be consistent with the goals of EquiCL, and include a broad set of view-points from each of the main geographic constituencies of the ACL (NAACL: the Americas, EACL: EMEA, AFNLP: Asia). The committee shall have up to 3 representatives per region.

### V: Anti-Harassment Policy

The ACL anti-harassment policy<sup>1</sup> is a key component to achieving the equity and inclusion goals of EquiCL. As ACL members, officers and advisory committee members of EquiCL will uphold the policy.

### VI: Referenda

A change to this constitution, or a motion on any other matter, may be initiated by five members (petitioners) in writing or by agreement of the Chair and Secretary (on the suggestion of a member or otherwise). The motions will be put to the members within six

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<sup>1</sup> [Anti-Harassment Policy - Admin Wiki](#)

months of receipt of a petition, if the petitioners so request. Otherwise, constitutional amendments and other motions will be put to the vote in conjunction with the regular elections.

Members will be given notification at least three months in advance of any referendum, and further motions or amendments proposed by two members shall be accepted up to two months before the close of voting. Votes will be entered electronically. All members shall be notified of the date of the referendum and the proposed motions and amendments at least four weeks prior to the close of voting, and results shall be notified to the members within four weeks of the close of voting.

Any change to this constitution requires a two-thirds majority of the votes and is subject to approval by ACL. Any other matter requires a simple majority of the votes. Notification shall signify dispatch of mail by the medium and to the address last notified to the secretary.

## VII: Resource Management

In providing and making available any resources as defined in Clause I, and especially any held and distributed electronically, EquiCL shall follow proper procedures with respect to matters like copyright, registration and data protection as is appropriate to each case. Furthermore, where EquiCL may be deemed the proprietor of a resource, as the Broad Interest Group is a subordinate body of the ACL it is understood that the ACL is ultimate proprietor and therefore other members of the ACL who are not members of EquiCL may have access to the Broad Interest Group's resources and the ACL may itself make available such resources even to non-members. EquiCL shall not enter into any formal or potentially legally binding contracts without the approval of ACL Executive Committee (or the ACL Secretary-Treasurer acting under delegated powers). EquiCL shall not enter into any financial commitments for such resources without ensuring that the moneys required are available.