

California State University, Sacramento(CSUS)  
College of Health & Human Services(CHHS)  
Center for African Peace & Conflict Resolution[CAPCR]

### **Advisory Board Charge:**

#### **Purpose & Functions:**

The purpose of the CAPCR Advisory Board is to guarantee input and support of professionals, community members, public and private organizations in carrying out the mission and objectives of CAPCR. The Board provides guidance for the CAPCR's programs/projects and development, assists in raising funds and related resources for the programs and operations, and makes recommendations for organizational improvement and growth. The Board shall be charged with strengthening financial footing, enhancing outreach efforts, and identifying partnerships at the local, state, national and international levels, among other roles and functions. In addition, the Board members are expected to participate in CAPCR programs, relevant committees, and special events(e.g. conferences, workshops, lectures, hosting of dignitaries and international/African visiting scholars, and professional development travels and engagements).

The Board shall: provide advise the CAPCR director via input and support to Center's programs and projects; actively pursue funding sources and recruit Friends of the Center; identify partnerships and grant opportunities; make recommendations to CAPCR and set Board rules/policies in line with those of the CHHS and CSU-Sacramento.

The current CAPCR programs include the annual Africa & Diaspora International Conference and Peace Awards Dinner fundraiser in the spring, Distinguished Lecture Series in fall, Black History Month forum, Student Scholarship and Student campus dialogues, and grant projects, plus hosting of international dignitaries, visiting scholars/researchers, and other partners. As needed or on request, the CAPCR provides facilitation or mediation services, on and off campus. On occasion, the CAPCR organizes a summit on salient topic in Africa, in collaboration with an African partner, and facilitates the development of Memorandum of Understanding (MoUs) between the CSU-Sacramento and an African or community partner. Currently, the CAPCR is engaged in a major endowment development for the Africa Peace Fellows, to build the next generation of peace leaders in Africa, with an international Steering Committee and International Advisory Board.

#### **Structure:**

The CAPCR Board shall consist of a minimum of at least 5 members/individuals drawn from diverse backgrounds from CSUS and beyond, and who are willing, able and committed to serve. The Board shall have a Chair/Co-chair and Secretary. The Board Chair presides the meetings and the Secretary prepares/publishes the minutes of the board meetings. Prospective Board members will be recommended by the CAPCR Director to the Dean of the College of Health & Human Services(CHHS) and CSUS President for approval. Tenure is three years(July-June), and it is renewable. Reappointment is based on satisfactory performance and on voluntary basis.

The Board shall meet a minimum of 6 times, a year, not including special/emergency or committee meetings.

A report of each meeting of the Board shall be sent to the Director and made available for access by relevant University officials under campus protocols and requirements.

The CAPCR director is responsible for the Center's administration and management as well as key operations, including programs, personnel, and fiscal. The director is responsible for the Board's oversight and support, serves as ex-officio member of the Advisory Board, and may preside the board meeting in the absence of the Board Chair.

Key Expectations/Selection Criteria:

The Board members should:

Be individuals with demonstrated personal/professional success in their fields and with strong interest in conflict resolution and peacemaking in US, Caribbean and Africa and African Diaspora;

Be actively employed in, or successfully retired from, their professional endeavors in business, public or private sectors;

Have and/or understanding or experience of resources that will assist in CAPCR funding and program development.

All services and activities of the Board shall be performed within the mission and vision of the CAPCR and consistent with the policies and procedures of the California State University, Sacramento.

The Board's meetings shall be conducted under the Robert's Rules of Order.

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CALIFORNIA STATE UNIVERSITY-SACRAMENTO  
COLLEGE OF HEALTH & HUMAN SERVICES  
CENTER FOR AFRICAN PEACE & CONFLICT RESOLUTION

**Advisory Board Member Application**

1. NAME \_\_\_\_\_
2. Mailing Address \_\_\_\_\_
3. Phone \_\_\_\_\_ Email \_\_\_\_\_
4. Ethnicity(optional) \_\_\_\_\_ Male ( ) Female ( ) ( ) prefer not to state
5. Any overseas travel \_\_\_\_\_ If yes, state countries \_\_\_\_\_
6. Employer: Name \_\_\_\_\_ Position \_\_\_\_\_  
Address \_\_\_\_\_
7. Briefly describe your interests in CAPCR, including any beneficial skills and relevant experiences:
8. Any other information: Attach a short 1-2 page resume/CV.

Mail completed form to: Director  
Center for African Peace & Conflict Resolution  
California State University, Sacramento, CA 95819-6085  
Phone: 278-6282/  
Email: [uwaziee@csus.edu](mailto:uwaziee@csus.edu) or [capcr@csus.edu](mailto:capcr@csus.edu)

CAPCR website: [www.csus.edu/org/capcr](http://www.csus.edu/org/capcr)