

**Cowlitz Indian Tribe
Education Committee
Mission Statement and By-Laws**

Mission Statement

The mission of the Education Committee is to steward and distribute Tuition Assistance Awards and the Educational Costs GWE Benefit to Cowlitz Tribal members.

By-Laws

1. Membership

The Education Committee will have 11 members.

Membership is open to all tribal members and immediate family subject to approval by the Education Committee. Notice of Education Committee openings will be posted on the Cowlitz website and published in the Cowlitz Tribal newspaper.

Individuals interested in joining the Education Committee must submit a written request to the committee chair noting their background and relevant experience, as well as a statement on why they are interested in joining the committee.

Requests for membership will be evaluated based on the statement provided and the work of the Education Committee. The request will be voted on by current committee members at the next regularly scheduled meeting following receipt of the request. If approved, the new member will be invited to join future committee meetings.

2. Officers and Duties

Education Committee members will be eligible to pursue elected committee leadership roles (chair, vice-chair, secretary) after one full year of membership and active involvement.

- a. Chair—calls meetings, runs the meetings per Robert’s Rules of Order. The chair only votes to break a tie.
- b. Vice-Chair—assumes duties in the absence of the Chair.
- c. Secretary—records and distributes the minutes of the meetings.

3. Term of Office — June 1 through May 31

4. Paid Staff

Paid staff will be hired and work in accordance with the Cowlitz Tribe’s established policies and procedures.

5. Conflict of Interest Statement

Education Committee members and staff will recuse themselves from evaluating a family member's Tuition Assistance Award application. Family member will be defined as parents, grandparents, children, grandchildren, siblings, nieces, and nephews.

Approved by Education Committee: March 24, 2021

Approved without name change by Cowlitz Tribal Council: April 10, 2021