

National Committee Criteria and Accountability Plan for 2022

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Background

Following the adoption of [NPC Recommendation #3](#), the 2021-2023 National Political Committee (NPC) voted to develop a proposal for National Committee criteria, accountability, and an implementation plan. This proposal is derived from consensus criteria and accountability measures discussed during the October 2021 NPC meeting. This plan will apply to both priority and non-priority committees, with the exemption of Budget and Finance, Growth and Development, and Personnel.

National Committee Criteria

1. National Working Groups, Committees, Commissions, and other official national bodies (which will be referred to as “National Committees”) must directly serve the objectives, goals, and/or internal functions of the Democratic Socialists of America (DSA).
2. National Committees must submit quarterly reports to the National Political Committee (NPC). Failure to provide reports for two consecutive quarters may result in dechartering.
3. Beginning in 2022, National Committees must develop and implement work plans with measurable goals, objectives, benchmarks, and timelines. National Committees must provide the NPC with an annual budget for approval, if applicable. NPC Liaisons and Co-Chairs will work with the National Committee to develop this plan.
 - a. Work plans and activities must prioritize convention mandates and direction from the NPC
 - b. National Committees will be accountable to their work plans and deadlines
 - c. Leadership and/or skill development of membership must be included in work plan goals
 - d. Recruitment to DSA must be an explicit goal for committees that are not focused on internal administration.
 - e. National committees must provide reflections on their major completed projects and campaigns, as well as an end-of-year reflection to be submitted no later than February of the following year.
4. Leadership will be elected or appointed at regular intervals. Committee leadership will adhere to ‘job descriptions,’ or descriptions and expectations for those serving in committee leadership, provided to candidates before elections or appointments, and approved by the NPC.
5. National Committees must create ‘onboarding handbooks’ with key materials for onboarding members or leaders to their committees
6. Election or appointment plans must be submitted to the NPC for approval, unless already specified in National Committee bylaws.

- a. Calls for nominations must be open for a period of no less than 21 days.
 - b. Calls for nominations must be published in the Dispatch and emailed to all current committee members.
- 7. A regularly updated list of committee leadership must be provided to NPC Liaisons with the following information:
 - a. Name
 - b. Email address associated with DSA
 - c. Chapter
 - d. Term length
 - e. Their role in the National Committee
- 8. National Committee leadership must attend at least 2-3 organizer trainings, chosen by NPC. New leadership is expected to attend leadership trainings upon election or appointment.
- 9. National Committees must have regular meetings both among leadership and for the general committee body (if applicable).
- 10. National Committees must provide their bylaws to the NPC. Bylaws are subject to modification, as needed.
- 11. National Committees must have clear ways in which chapters and/or members can plug into the committee or its campaigns.
- 12. Membership in National Committees shall be open only to DSA members in good standing. National Committees should regularly check their membership list for membership expiration and will remind members who have expired to renew their dues, and remove members who are no longer in good standing.
 - a. National Committees are expected to have fair processes for membership admittance. NPC is permitted to intervene in cases of unfair or biased denial of membership or recurring incidents of this.
- 13. National Committees will use their DSA-provided G Suite account in at least the following ways:
 - a. National Committees must have a central Google calendar for all meetings, including steering, subcommittee, and membership meetings. This calendar must be shared with NPC members.
 - b. National Committees must use and regularly check email using their DSA-provided email address.
 - c. National Committees must have the following documents organized on their google drive, and shared with NPC members:
 - i. Meeting minutes and agendas
 - ii. Bylaws
 - iii. Proposals
 - iv. Reports
 - v. Onboarding handbook
- 14. National Committees must use their DSA provided email addresses to create social media accounts. Additionally, they must provide their login information to the DSA Communications Director.

15. National Committees must use their social media platforms in accordance with DSA's Social Media Policy for national bodies (when completed)
16. National Committees will work with the National Tech Committee to develop a regularly updated website hosted by DSA. National committees that use websites not hosted by DSA must provide passwords to any applicable accounts.
17. National Committees must seek NPC approval for any campaigns, endorsements, and statements.

National Committee Accountability to DSA

Given that National Committees require staff time, NPC's time, and member-funded resources, it is imperative that they remain accountable to the organization and serve its goals.

National Committees that meet the criteria (listed above) will have the opportunity to access resources (such as funding), promote activities through DSA channels, and utilize organizational tools (such as Action Network).

National Committees, and National Committee Leadership, that fail to meet the criteria or violate it, may be subject to accountability or disciplinary measures. NPC Liaisons and Co-Chairs will work with committees to help them meet the criteria, but repeated or serious violations could result in actions such as leadership replacement or dechartering of the National Committee.

Implementation Plan

NPC liaisons and co-chairs will meet with the leadership of their respective national committees to explain the new criteria and implementation plan. NPC liaisons/co-chairs will work with leadership to ensure they meet the criteria in accordance with the implementation timeline. The NPC Steering Committee will be responsible for ensuring that deadlines are met. All National Committees will be expected to fully meet criteria no later than August 29, 2022.

Timeline

- November 2021:
 - NPC liaisons and co-chairs meet and explain the criteria and implementation plan to national committees
 - Committees turn in their annual budget proposals to the NPC
- December 2021: A memo on the updated criteria for National Committees will be included in the Dispatch and emailed to all National Committees
- January 14, 2022: National Committees will be expected to have completed the following:
 - Provide their NPC Liaison with a contact list for current leadership
 - Provide bylaws and/or governing documents
 - Update social media accounts to use their committee's DSA email address and provide login information to the national Communications Director

- Create and share a Google Drive (folder/s) with the committee's bylaws, reports, meeting minutes, and ongoing documents. Share access with NPC liaisons or co chairs.
- Create, use, and regularly update a National Committee Google Calendar, shared with NPC members and key staff
- March 18, 2022:
 - National Committees must submit bylaws for approval, if not previously provided. Bylaws should adhere to recommendations provided by NPC.
 - National Committees that have not had regular meetings or elections/appointments must submit a plan for achieving this to the NPC
 - National Committee leadership must have completed at least 1 organizer training
- April 22, 2022:
 - National Committees will submit their work plans (following a template provided by National) to the NPC for approval.
 - Committees must be providing regular quarterly reports
- May 15, 2022: NPC returns work plans with approval or requested modifications.
- May 22, 2022: National Committees resubmit work plans with requested modifications
- May 29, 2022: NPC votes to approve or disapprove work plans
- August 29, 2022:
 - National Committees will finish onboarding handbooks for new leaders and/or members
 - National Committee leadership must complete all organizer trainings by this date