

Constitution and Bylaws of The UFF-Brevard – Eastern Florida State College

March 2010

CONSTITUTION

ARTICLE I. NAME

This organization shall be known as United Faculty of Florida-Brevard Community College (UFF-Brevard). United Faculty of Florida is affiliated with the Florida Education Association (FEA), the National Education Association (NEA), American Federation of Teachers (AFT) and the AFL-CIO.

ARTICLE II. OBJECTIVES

The objectives of this organization are the following:

SECTION 1. To bring teachers, librarians, and counselors into a relationship of mutual assistance and cooperation in order to obtain for them the rights and privileges to which they are entitled.

SECTION 2. To take appropriate action in order to safeguard rights guaranteed under the Constitution of the United States and The State of Florida, and to achieve and to safeguard due process and academic freedom.

SECTION 3. To take appropriate political action that will promote passage of progressive legislation to improve the economic and educational condition of society.

SECTION 4. To promote a democratization of the college that will enable members to better serve our students and local citizens.

SECTION 5. To promote academic excellence in teaching, research, and community service.

ARTICLE III. MEMBERSHIP

SECTION 1. Teachers, librarians, and counselors, who are members or may become members of the bargaining unit, shall be eligible for membership in UFF-Brevard except as otherwise provided in this constitution.

SECTION 2. Membership shall be open to retired faculty who wish to maintain affiliation.

SECTION 3. No discrimination on grounds specified by the Code of Ethics and the Principles of Professional Conduct of the Teaching Profession in Florida shall ever be shown towards individual members or applicants for membership.

SECTION 4. A member may be expelled for acts detrimental to the Chapter upon presentation of written charges signed by at least a 25% of the total membership and approved by at least 75% of the Executive Council. The member shall have the right to appeal the decision to the membership at the following membership meeting and shall be reinstated with full rights if a majority of the members present vote to reinstate.

SECTION 5. Any member who fails to pay dues shall, after a grace period of one month, be dropped from the rolls. The member may be reinstated upon payment of the dues.

SECTION 6. A member must have paid dues for at least one month to be eligible to vote on Chapter elections or at membership meetings.

ARTICLE IV. OFFICERS, REPRESENTATIVES, SENATORS

SECTION 1. The following officials shall be elected to one-year terms:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. UFF Senators
6. Alternate Senators
7. FEA Delegates

SECTION 2. Membership in good standing is required for election to any Chapter position.

SECTION 3. The following procedures shall be utilized for any election of officials.

- a. A call for nominations for elected positions shall be made no less than thirty (30) calendar days prior to election. Nominations shall be due no less than fourteen (14) days prior to the election. A blank space will be provided on the ballots for each office in order to allow write-in candidates.
- b. Election voting shall be conducted by secret ballot. Every UFF-Brevard member in good standing is eligible to vote.
- c. A majority vote by the UFF-Brevard members voting shall be required to elect officials. In the event no majority has been obtained, a run-off election shall be conducted between the two top candidates.

- d. Newly elected officials will take office at the beginning of the academic year. Newly elected officers should attend all meetings upon certification of the election in order to provide continuity.
- e. All elections must conform with the Landrum-Griffith Act. All completed ballots must be retained for three (3) years after an election. They may be inspected by any member.

SECTION 4. Elections of chapter officers and UFF-Brevard Senators will take place prior to April 1st.

SECTION 5. In situations where an elected officer is not able to complete the term in office, the officer (or designate) must tender a letter of resignation. The Executive Council shall appoint a replacement at the next available meeting for the balance of the term.

SECTION 6. It has been and continues to be the policy of UFF-Brevard that no member should sacrifice of his/her time without some compensation. It is recognized that the local councils do not have the funds available in order to adequately reimburse its more active members for their time. However, the local can afford to lessen the burden of membership dues. Therefore, in appreciation of services rendered to the local, the President and Chief Negotiator shall receive full dues reimbursement for the time they serve in office.

ARTICLE V. DUTIES OF OFFICERS

SECTION 1. The President shall preside at all meetings of the membership and of the Executive Council. The President shall be an ex-officio member of all Committees, shall sign all necessary papers and documents, and represent the Chapter when and where necessary. The President shall make a report to the membership at least once each year summarizing the accomplishments of the Chapter and outlining plans for next year. The President, with the approval of the Executive Council shall appoint Committees deemed necessary. The standing Committees of this Chapter are: Membership, Social, Collective Bargaining, and Grievance. The President shall also serve as a Senator with the duties and responsibilities as stated in Section 5 of Article V.

SECTION 2. The Vice-President shall perform all duties of the President in the absence of the President.

SECTION 3. The Secretary shall issue all notices, shall answer all correspondence at the direction of the President, and shall report outside correspondence to the President and Executive Council. The secretary shall record minutes of the Executive Council meetings, General Membership meetings, and maintain official records.

SECTION 4. The Treasurer shall receive, record, and deposit in the name of this Chapter, all monies from dues and all other sources. The treasurer shall also keep adequate records available at all times for the Executive Council and pay all bills authorized by the Executive Council. The Treasurer shall also submit annual tax returns to the Internal Revenue Service and propose and prepare the annual budget for submission to the Executive Council for approval. The approved annual budget, financial statement, May 31st bank statement and minutes of the Executive Council budget approval meetings will then be submitted to the UFF-Florida.

SECTION 5. The Senators shall serve as members of the Executive Council. Senators shall also attend the UFF-state Senate meetings. Senators shall report to the Executive Council about the meetings attended. Senators or their alternates may also serve as FEA delegates.

SECTION 6. Alternate Senators shall attend the UFF-State Senate meetings in the absence of the Senators and report to the Executive Council about the meetings attended.

SECTION 7. FEA delegates attend the FEA delegate Assembly meeting and report to the Executive Council about the meetings attended.

ARTICLE VI. MEMBERSHIP MEETINGS

SECTION 1. The time and place of the meetings shall be fixed by the membership or Executive Council. Each campus should host at least one meeting per year.

SECTION 2. Meetings will be held when appropriate. Meetings will be called by the President or upon the request of 10% of the membership. This request shall be in writing and signed by those members who wish to call such a meeting. Most Executive Council meetings can be considered membership meetings since the Executive Council meeting is open to all members; however, only members of the Executive Council shall be able to vote.

SECTION 3. Meetings require no quorum, except as required by Article VII of this Constitution.

ARTICLE VII. AMENDMENTS

This Constitution may be amended as follows:

Any and all proposed amendments should be presented to the Executive Council for its recommendations on the proposed amendment or amendments to the membership.

Proposed amendments shall be provided to the membership for review not less than seven (7) calendar days prior to voting.

A quorum is considered 40% of the total UFF-Brevard membership. A two-thirds (2/3) majority of those voting is sufficient for adoption of any proposed Constitutional amendment.

BYLAWS

ARTICLE I. THE EXECUTIVE COUNCIL

SECTION 1. The executive Council shall consist of all elected officers, UFF Senators and appointed committee chairs.

SECTION 2. The chairperson of the Executive Council shall be the President of this Chapter.

SECTION 3. The Executive Council shall administer the policy as set by the membership. It shall have the power to act for the good of the group in emergency situations where policy cannot be set by the membership.

SECTION 4. The Executive Council shall appoint a Bargaining Committee to discuss issues for negotiations and represents the membership in the negotiation of contracts. The Executive Council will present all proposed contracts to the membership for ratification. Final ratification of all contracts will require a majority vote of the votes cast by secret ballot. The membership shall have at least seven (7) calendar days to study a contract prior to any ratification vote. Before the ratification vote, a meeting will be held to present and discuss the proposed contract. The Executive Council may decide either to have a campus-based ratification vote or to have a ratification meeting at a centralized location. All bargaining unit members will be able to vote on the contract.

SECTION 5. The time and place of Executive Council meetings shall be set by the Council. Meetings will be held by request of the president. Any member may attend and observe the Executive Council meetings, but only elected officials shall be able to vote.

SECTION 6. The Executive Council shall report its activities at each General Membership meeting. Since all Executive Council meetings are open to the general membership, these meetings can be considered general membership meetings.

ARTICLE II. STATE AND NATIONAL OBLIGATIONS

SECTION 1. All delegates to state and national organizations shall make reports to the Executive Council on meetings attended.

SECTION 2. Every reasonable effort shall be made by this Chapter to pay the legitimate expenses of delegates to state and national meetings when those expenses are not covered by the UFF-Brevard.

SECTION 3. The Chapter, to the best of its ability, shall be active in the affairs of affiliated organizations.

SECTION 4. This Constitution shall not conflict with that of the UFF, FAE, NEA, AFT, or AFL-CIO. In the event of a conflict, the appropriate affiliate policies shall apply.

ARTICLE III. DUES

SECTION 1. Regular dues shall be fixed by UFF-Brevard. Currently, dues are 1.0% (0.01) of one's annual salary.

SECTION 2. Any member who is a NEA Life Member may receive a partial rebate on the NEA portion of the dues.

SECTION 3. Retired members may maintain membership pursuant to UFF-Brevard policies.

ARTICLE IV. RULES OF ORDER

Executive and general membership meetings should follow Robert's Rules of Order.

ARTICLE V. AMENDMENTS

These Bylaws may be amended as follows:

Any and all proposed amendments should be presented to the Executive Council for its recommendations on the proposed amendment or amendments to the membership.

Proposed amendments shall be provided to the membership for review not less than seven (7) calendar days prior to voting.

A quorum is considered 40% of the total UFF-Brevard membership. A simple majority of those voting is sufficient for adoption of any proposed Bylaw amendment.

ARTICLE VI. COMMUNICATION BETWEEN EXECUTIVE COUNCIL MEMBERS

The UFF-Brevard Executive Council may use electronic media in place of Executive Council meetings.

ARTICLE VII. AVAILABILITY OF CONSTITUTION

A copy of the Constitution and Bylaws of this Chapter shall be electronically available on the UFF-Brevard website.