

# **CONSTITUTION**

## **COALITION OF GRADUATE EMPLOYEES, AFT, AFL-CIO Local 6069**

*Last amended April 27<sup>th</sup>, 2012*

### **ARTICLE I - NAME**

The organization shall be known as the Coalition of Graduate Employees, AFT, AFL-CIO, Local 6069, and may be referred to as the local, union, or federation.

### **ARTICLE II - OBJECTIVES**

**Section 1.** Organizing: Empower graduate employees at Oregon State University through advocacy and member-driven collective action.

**Section 2.** Collective Bargaining: Represent the interests and rights of Oregon State University's graduate employees through the bargaining and maintenance of a fair working contract.

**Section 3.** Community: Foster a sense of community among graduate employees from all departments and backgrounds.

**Section 4.** Education: Promote quality graduate and undergraduate education at Oregon State University and work to protect and promote the role of graduate employees and higher education workers in the delivery of quality education and research for the public.

**Section 5.** Equity and Justice: Fight all forms of bias in education employment and education delivery on the basis of race, creed, religious affiliation, sex, age, disability, body type, sexual orientation, gender identity and expression, lifestyle, political affiliation, economic status, color, ethnicity, national origin, parental status, veteran status, or other characteristics subject to discrimination.

**Section 6.** Solidarity: Promote the mutual interests of all working people through collaboration and cooperation with other people and groups on campus and beyond.

### **ARTICLE III - MEMBERSHIP**

#### **Section 1.**

(a) Employees included in any bargaining unit represented by the local, or in a unit being organized by the local, shall be eligible for Regular membership. Regular members shall be entitled to all rights and privileges in the organization.

(b) Employees who leave the bargaining unit for any reason, except supervisory status, shall be eligible for Associate membership. Associate membership is also available to graduate employees who are employed by Oregon State University but excluded from the bargaining unit represented by the local. Associate members have the same rights and privileges as Regular members, except that they may not vote on collective bargaining agreements or on questions of dues.

(c) Membership shall be by application. Membership withdrawal shall be by written communication to the Secretary-Treasurer.

**Section 2.** Supervisory personnel shall not obtain membership. Members who are promoted to positions with the rank of supervisor automatically are removed from membership on the effective date of promotion.

**Section 3.** No discrimination shall be shown toward individual members or applicants for membership on the basis of race, creed, religious affiliation, sex, age, disability, body type, sexual orientation, gender identity and expression, lifestyle, political affiliation, economic status, color, ethnicity, national origin, parental status, veteran status, or other characteristics subject to discrimination.

**Section 4.** Any member, who fails to pay dues upon dues expiration or within forty-five (45) days of the due date, shall be dropped from the rolls and their names removed from the records at the national office. The member may be reinstated upon payment of all back dues, not to exceed three months back dues, plus a reinstatement fee equal to one-half the monthly dues requirement. The Executive Council may modify, including waiving completely, the amount of the reinstatement fee and back dues.

#### **ARTICLE IV – OFFICER ELECTIONS**

**Section 1.** The following officers shall be elected to the local Executive Council annually: President, Vice President for Collective Bargaining, Vice President for Communications, Vice President for Organizing, External Relations Chair, Social Activities Chair and Secretary-Treasurer.

**Section 2.** Membership in good standing for at least three months is required to hold office.

**Section 3.** Nominations for office shall be made at the general membership meeting held in April of each year. Notice shall be provided to each member at least fifteen (15) days prior to the meeting that nominations will be in order. Notice of the right to make nominations and of the election may be combined in one notice. Nominations shall be made from the floor. Nominees must have given their consent to be nominated and may be nominated *in absentia*.

#### **Section 4.**

(a) Election of officers shall be conducted not more than 60 days after the time of nominations, or by the end of May, whichever is earlier. Election shall be conducted by a secret ballot vote of members in good standing. At the discretion of the Executive Council, secret balloting may be conducted electronically using a secure, confidential, and verifiable system that is accessible by all union members.

(b) The candidate receiving a plurality of at least forty percent (40%) of the votes cast shall be declared elected. If the plurality of forty percent (40%) is not obtained, a run-off election of the two candidates receiving the most votes shall be held within fifteen days.

**Section 5.** A committee of three members will oversee the election. This committee will exclude nominees. It is the duty of this committee to verify membership and count and tally ballots. If in-person secret balloting is being conducted, it is the duty of this committee to set up a polling area and guard ballot boxes. If electronic secret balloting is being conducted, it is the duty of this committee to monitor and administer the electronic voting system. The Secretary-Treasurer shall keep the ballots and all other records pertaining to the election for a period of no less than one year.

**Section 6.** Officers elected to the Executive Council shall take office on June 1, upon certification of the results of the election. The term of office shall be one year.

**Section 7.** The Executive Council shall have authority to fill officer vacancies for the balance of the term.

**Section 8.** Any officer who is absent from three consecutive meetings of the Executive Council, without adequate prior notification, shall be considered to have vacated their office.

## **ARTICLE V – OFFICER DUTIES**

**Section 1.** The President shall be the chief executive officer of the local. The President shall preside at all meetings of the union and the Executive Council. The President shall be an ex-officio member of all committees, sign all necessary documents, and represent the local when and where necessary. The President shall be the chief delegate to all conventions of AFT, AFT-Oregon, and Oregon AFL-CIO. The President shall make a report to the membership at least once each year summarizing the accomplishments of the local and outlining plans for the next year.

### **Section 2.**

(a) The Vice President for Collective Bargaining shall be responsible for the collective bargaining and contract administration program of the local. The Vice President for Collective Bargaining shall coordinate resources, compile materials, train stewards, orient Bargaining Committees, and maintain records for grievances. The Vice President for Collective Bargaining shall also perform duties as delegated by the President and assigned by the Executive Council.

(b) The Vice President for Collective Bargaining shall perform all the duties of President in that officer's absence and shall be next in line of succession should the office of President be vacated.

**Section 3.** The Vice President for Communications shall be responsible for the communications program of the local. The Vice President for Communications shall oversee local public relations through publications and activities. The Vice President for Communications shall be responsible for the political education of the membership.

**Section 4.** The Vice President for Organizing shall be responsible for the membership recruitment and organizing program of the local. The Vice President for Organizing shall oversee the membership service and benefit program of the local. The Vice President for Organizing shall work with the Vice President for Collective Bargaining to coordinate organizing during contract campaigns. The Vice President for Organizing shall preside over all meetings of the Steward Council.

**Section 5.** The Secretary-Treasurer shall be the custodian of the local records. The Secretary-Treasurer shall issue all notices, report all correspondence at the direction of the President, and preserve the seal and charter of the local. The Secretary-Treasurer shall record and distribute minutes from any meetings of the Executive Council, the Steward Council, and the general membership. The Secretary-Treasurer shall receive, record, and deposit all monies from dues and other sources in the name of the local. The Secretary-Treasurer shall keep the membership roll and issue delinquency notices. The Secretary-Treasurer shall forward per capita dues and current membership lists to AFT and other affiliated organizations to keep the local in good standing at all times, with special care taken to see that per capita dues through June 30 are sent to the national office no later

than fifteen (15) days prior to the opening date of the national convention so that delegates from the local may be seated. The Secretary-Treasurer shall present a written report to all members once each year and keep adequate records available at all times for the Executive Council and other local committees that may have need for such records. The Secretary-Treasurer shall pay all bills authorized by the adopted budget, retaining vouchers and invoices for the bills. Expenses not authorized in the budget must be presented to the Executive Council for authorization.

**Section 6.** The External Relations Chair is responsible for building and maintaining CGE's relationship with external organizations including AFT-Oregon, the Oregon AFL-CIO, ASOSU, SEIU and others.

**Section 7.** In recognition of the importance and value of community building in growing union membership, the Social Activities Chair works on planning and holding social events like bar/restaurant meetups, barbeques, rec sports teams, end-of-term or end-of-year functions, new member/new grad functions, and others where necessary. They also participate in the planning of general membership meetings.

**Section 8.** All Executive Council members are authorized to sign checks on behalf of the local.

**Section 9.** A quorum of the Executive Council shall be 50% plus one of the membership of the Executive Council.

## **ARTICLE VI – STEWARD ELECTIONS**

**Section 1.** Stewards shall be apportioned on the basis of one for every fifteen (15) eligible members, or a major fraction thereof, in good standing of each area, provided that no area shall have less than one steward. The Vice President for Organizing shall provide to members within each area written notice of: (1) the number of stewards to which their area is entitled; (2) the formal opening of steward nominations; and (3) the date of steward elections no later than two weeks prior to the spring general membership meeting. Stewards shall be apportioned based on the membership within each area as of January 31. Areas shall be defined in the Bylaws.

**Section 2.** Nominations may be submitted to the Vice President for Organizing any time during the open nomination period, which shall include the spring term general membership meeting. In order to serve as steward, a candidate must be a member in good standing.

**Section 3.** Election of stewards shall be conducted not more than forty-five (45) days from the opening of nominations, or by the end of week five of spring term, whichever is earlier. Elections shall be conducted by a secret ballot vote of members in good standing, and may be conducted electronically using a secure, confidential, and verifiable system that is accessible by all union members. All stewards shall be elected by a plurality of the votes cast. In the event of a tie, a run-off election shall be held immediately.

**Section 4.** Disputes in such elections shall be referred to the Executive Council for determination, provided that any aggrieved person may appeal to the Steward Council.

**Section 5.** Stewards shall take office Monday of week eight of spring term, upon certification of the results of the election.

**Section 6.** Stewards shall not concurrently hold any other elective office in the local, except that of delegate to an affiliate convention.

**Section 7.** Stewards who are absent from three consecutive meetings of the Steward Council, without adequate prior notification, shall be considered to have vacated their office.

## **ARTICLE VII – STEWARD DUTIES**

**Section 1.** Stewards shall attend all regular and special meetings of the Steward Council and any other meetings they are requested to attend.

**Section 2.** Stewards must report to and receive information from the members in their area.

**Section 3.** Stewards shall convene informal meetings of local members in their area to consider union matters and for social purposes.

**Section 4.** Stewards shall be responsible for the distribution of all information from the local to members in their area.

**Section 5.** Stewards shall be responsible for the union bulletin board in their area.

**Section 6.** Stewards shall be responsible for recruitment of new members.

**Section 7.** Elected stewards, in coordination with the Vice President for Collective Bargaining, may be responsible for assisting members in processing grievances and for representing them (if requested) in any grievance meetings. Stewards shall forward copies of all grievances and related material to the local.

## **ARTICLE VIII - OFFICER & STEWARD REMOVAL**

**Section 1.** An elected officer or steward may be removed from office for specific cause, which may include, but is not limited to: failure to perform duties as provided in the Constitution and Bylaws, violation of the Constitution and Bylaws, misconduct, or participation in illegal acts.

(a) Removal shall be by resolution adopted by a majority roll-call vote of the Executive Council and approved by two-thirds (2/3) roll-call vote of the Steward Council. Consideration for removal may come from charges raised by two or more officers, or by a petition presented to the Executive Council and signed by at least twenty (20) percent of the membership requesting removal. In the case of a petition, the Executive Council shall verify that the signatures are of members in good standing at the time of their signing. The petitioners must designate not more than three (3) representatives from among the signers who must attend the Executive Council meeting when the petition is considered to present their charges, otherwise the petition will not be considered.

(b) The specific charges will be presented to the officer or steward before the Executive Council meeting in which they are to be considered. Steward Council consideration of the resolution for removal will be at its meeting immediately following the adoption of the resolution by the Executive Council. On adoption of a resolution for removal, the Executive Council shall provide the officer or steward an opportunity to submit a written resignation before consideration of the resolution for removal by the Steward Council. Upon resignation, the Steward Council will not consider the resolution for removal.

(c) Removal will be effective upon approval of a resolution for removal by the Steward Council.

(d) Removal may be appealed to the next regular general membership meeting or a special meeting called by the President for consideration of the appeal. The officers initially raising the charges will be responsible for

presentation of the charges to the membership. Where the action of the Executive Council is based on a petition from the membership, the Vice President for Collective Bargaining will be responsible for presentation of the charges to the membership unless the Vice President for Collective Bargaining is the subject of the recall. In this instance, the President will hold these responsibilities.

(e) A majority vote of the members in good standing voting at such a meeting will be required to uphold removal. The Secretary-Treasurer will conduct the election and certify the results unless the Secretary-Treasurer is the subject of the recall. In this instance, the President will hold these responsibilities. The result of the vote shall be published.

**Section 2.** The voters eligible to vote for removal will be restricted to those voters normally eligible to vote in an election for that position.

**Section 3.** The officer or steward subject to removal will be provided an opportunity to be heard before any vote on removal by the Executive Council, the Steward Council, or the membership and shall be entitled to representation at any meeting at which the charges will be considered.

## **ARTICLE IX - COMMITTEES**

**Section 1.** The Executive Council, the Steward Council, and the membership may establish committees as necessary from time to time as needed.

**Section 2.** Creation, composition, duties, and responsibilities of any standing committee shall be through Bylaws adopted by the union.

## **ARTICLE X - EXECUTIVE COUNCIL**

**Section 1.** The Executive Council of this local shall consist of the elected officers.

**Section 2.** The Executive Council shall administer the policy of this local as set by the Steward Council and the membership at regular meetings. It shall have the power to act for the good of the union between meetings of the Steward Council or the membership where the Steward Council or the membership cannot set the policy.

**Section 3.** The chairperson of the Executive Council shall be the President of the local.

**Section 4.** The time and place of Executive Council meetings shall be set by the Executive Council as specified in the Bylaws and announced in advance to the membership.

**Section 5.** The Executive Council shall have the power to employ personnel on any basis as determined by the needs and finances of the union, and shall have the authority to set wages, salaries, benefits, expenses, and all personnel and employment policies.

**Section 6.** The Executive Council shall have the power to produce and adopt an annual budget; to make contracts and incur liabilities which may be appropriate to enable it to accomplish any or all of its purposes; to borrow money for union purposes at such rates or interest and terms and conditions as they may deem appropriate; to issue notes, bonds, and other obligations; and to secure any of its obligations by mortgage, pledge, or deed of trust of all or any of its property and income.

**Section 7.** The Executive Council shall report its activities at each regular Steward Council and membership

meeting.

## **Article XI - STEWARD COUNCIL**

**Section 1.** Subject to the final authority of the membership, the general governing body of the union shall be a Steward Council, the members of which shall be members of the union in good standing, elected by vote of the members from their area.

### **Section 2.**

(a) The Steward Council shall formulate the policies of the union, shall consider and act upon any matter that it regards as pertinent to the purposes and activities of the union, and shall have the power to adopt, amend, or rescind actions of the Executive Council and the President.

(b) At each regular meeting of the Steward Council, it shall hear and, at its discretion, act upon reports from officers of the union, from the Executive Council, from union committees, except committees of the Executive Council, and from any other source whose presentation is duly authorized. The Steward Council shall also hear, and may act upon, pertinent matters brought by any Steward Council member.

(c) The Executive Council shall have authority to fill any vacancies in the Steward Council. Members from areas without vacancies on the Steward Council may also request to be appointed to the Steward Council. The Executive Council shall inform the membership of an area of the request before making appointments to the Steward Council. Appointed stewards shall have all of the duties outlined in Article VII except that of representing members in grievances. All the duties and rights of an elected steward shall be granted to any steward appointed to replace an elected steward who cannot complete the term of office. The Executive Council will consult with the area in question before appointing a steward to a newly vacated Steward Council seat. Where possible, the Executive Council will conduct an election to replace stewards in areas with new vacancies.

(d) The Steward Council may establish committees as it deems necessary.

### **Section 3.**

(a) The Steward Council shall meet at least six times per year at a time and place specified in the Bylaws. Regular meetings of the Steward Council may be cancelled by the Executive Council when there is no business for consideration by the Steward Council.

(b) The meetings of the Steward Council shall be presided over by the Vice President for Organizing of the local. The members of the Executive Council shall be ex-officio voting members of the Steward Council.

(c) At all meetings of the Steward Council, the agenda shall consist of the following: Secretary-Treasurer's report, report from the Executive Council, other officer reports, report from any committees, unfinished business, and new business.

(d) Any steward at any regular meeting of the Steward Council may bring to the floor any matter that is relevant to the purposes of the union. If the Steward Council so desires, it may immediately refer the matter to an appropriate committee, which shall bring a report to the next regular meeting of the Steward Council.

(e) A quorum for a meeting of the Steward Council shall be twenty-five percent (25%) of the members of the Steward Council.

## **ARTICLE XII - MEMBERSHIP MEETINGS**

**Section 1.** The time and place of membership meetings shall be fixed by the Bylaws adopted by the local.

**Section 2.** There shall be at least three membership meetings per year.

**Section 3.** A quorum shall consist of five (5) members in good standing, including at least one officer.

**Section 4.** The membership meeting shall be the highest level of governance in the local.

## **ARTICLE XIII - FINANCE**

**Section 1.** Regular dues shall be fixed by a majority vote of members present at any regular membership meeting, provided notice of the contemplated dues increase has been announced at least one month in advance.

**Section 2.** The local may obtain additional finances through grants, donations, contributions, or other funding activities.

**Section 3.** A budget shall be produced yearly following officer elections and prior to July 1.

## **ARTICLE XIV - AFFILIATIONS**

**Section 1.** The local shall maintain affiliation with and, whenever possible, send delegates to the following organizations:

(a) The American Federation of Teachers. All delegates and alternates to the national convention, except those designated as a duty of their office, shall be elected annually by majority vote according to the same procedures for election of officers described in Article IV. The election will be scheduled after AFT gives the call-to-convention. The local President and Secretary-Treasurer shall certify the election and forward the credentials of all delegates and alternates to the national office as soon as possible, but not later than the time required by the national office before the convening of the national convention. The number of delegates to be sent to convention, notwithstanding the number to which the local is entitled, is subject to determination in advance by the Executive Council. The delegates shall confer with the Secretary-Treasurer to make sure national affiliation per capita through the two months immediately preceding convention has been sent to the national office at least fifteen (15) days before the convening of the national convention.

(b) American Federation of Teachers-Oregon. All delegates and alternates to the state convention, except those designated as a duty of their office, shall be elected annually by majority vote according to the same procedures for election of officers described in Article IV. The election will be scheduled after AFT-Oregon gives the call-to-convention. The local President and Secretary-Treasurer shall certify the election and forward the credentials of all delegates and alternates to the state federation as soon as possible, but not later than the time required by the state federation before the convening of the state convention. The number of delegates to be sent to convention, notwithstanding the number to which the local is entitled, is subject to determination in advance by the Executive Council.

(c) Oregon AFL-CIO. All delegates and alternates to the Oregon AFL-CIO convention, except those designated



as a duty of their office, shall be elected biennially by majority vote according to the same procedures for election of officers described in Article IV. The election will be scheduled after the Oregon AFL-CIO gives the call-to-convention. The local President and Secretary-Treasurer shall certify the election and forward the credentials of all delegates and alternates to the Oregon AFL-CIO as soon as possible, but not later than the time required by the Oregon AFL-CIO before the convening of convention. The number of delegates to be sent to convention, notwithstanding the number to which the local is entitled, is subject to determination in advance by the Executive Council.

(d) Linn-Benton-Lincoln Central Labor Council. Delegates and alternates, except those designated as a duty of their office shall be elected annually at the same time as the regular election of officers by majority vote of those voting according to the same procedures for election of officers described in Article IV.

**Section 2.** A written report by the delegates shall be provided to the Executive Council on meetings attended.

**Section 3.** Every reasonable effort shall be made by the local to pay for legitimate expenses incurred by delegates to attend meetings and conventions of affiliated organizations.

**Section 4.** The local, to the best of its ability, shall be active in the affairs of affiliated organizations.

**Section 5.** Delegates to affiliated organizations shall meet the same requirements as officers of this local.

## **ARTICLE XV - RULES OF ORDER**

Section 1. The Executive Council and Steward Council of the local shall primarily use a consensus-based process in making all decisions. Where consensus cannot be reached, the Executive Council and Steward Council shall revert to Robert's Rules of Order. Only elected stewards shall act as voting members of the Steward Council under Robert's Rules of Order. Elected and appointed stewards shall participate equally in all consensus-based decision making processes.

Section 2. Robert's Rules of Order, Revised, shall govern in all cases not covered by this Constitution or by the Bylaws of this local.

## **ARTICLE XVI - AMENDMENT**

This Constitution may be amended by a three-fourths (3/4) vote of those voting at a regular membership meeting. The proposed amendment shall be submitted to the members at least one month in advance of the meeting at which the vote is scheduled. The same amendment may not be introduced more than once in a six month period.

## **ARTICLE XVII - AVAILABILITY OF CONSTITUTION**

**Section 1.** Three copies of this Constitution and any Bylaws, and all future amendments, shall be submitted to the national office of the American Federation of Teachers. One copy of this Constitution, and all future amendments, shall be submitted to AFT-Oregon.

**Section 2.** Copies of this Constitution shall be made available to other affiliated organizations upon request.

**Section 3.** Copies of this Constitution shall be available to any member in good standing of the local upon

request to the Secretary-Treasurer.

**BYLAWS**  
**COALITION OF GRADUATE EMPLOYEES, AFT, AFL-CIO Local 6069**  
*Amended November 2, 2006*

**ARTICLE I – DUES**

**Section 1.** The monthly dues for Regular members shall be two percent (2.0%) of monthly gross income. Monthly dues for Associate members shall be ten (10.00) dollars. These amounts will only be adjusted by any pass through of affiliation fees. Fair-share fees shall be equal to Regular member dues minus the portion thereof allocated to non-chargeable expenses, as determined by an annual audit.

**Section 2.** The dues year shall be from July 1 through June 30. Dues payment is due on the first of the month for that month. Members may pay dues on a quarterly, semi-annual, or annual basis in advance. Payment shall be to the Treasurer of the local. The local encourages members to use automatic dues deduction provisions whenever they are available.

**ARTICLE II - FINANCES**

**Section 1.** The fiscal year shall be July 1 through June 30.

**Section 2.** Two signatures shall be required on all checks and payments issued by the local.

**Section 3.** There shall be an annual audit or audit review of the funds of the local at the conclusion of each fiscal year.

**ARTICLE III - MEETINGS**

**Section 1.** The regular membership meetings of this local shall be in the months of January, April, and October each year. The Executive Council may schedule other regular meetings at other times as may be needed. Regular meetings will be at a time and place scheduled by the Executive Council. The Executive Council by majority vote of the membership or by petition of twenty-five percent (25%) may call a special meeting with one week notice to the members. The agenda for a special meeting will be limited to the specific subject or purpose for which the meeting was called.

**Section 2.** The Executive Council shall meet at least once each month, excluding the months of July and August, throughout the year. It shall meet at least once during the three months from June through August. It may also meet at such other times as it may determine. All meetings of the Executive Council shall be open and announced to all members.

**Section 3.** The Steward Council shall meet at least twice per term, excluding summer term. It may also meet in a special meeting called by the President, by the Executive Council by majority vote, or by stewards by petition of twenty-five percent (25%), with one-week notice to stewards and officers. The agenda for a special meeting will be limited to the specific subject for which the meeting was called, and no other business may be transacted except by unanimous consent. All meetings of the Steward Council shall be open and announced to all members.

## **ARTICLE IV - STEWARDS**

**Section 1.** Areas for steward representation shall be: Agricultural and Resource Economics and Rangeland Resources Departments, Animal and Poultry Science, Biochemistry and Biophysics, Bioresource Engineering, Botany and Plant Pathology, Business, Chemical Engineering, Chemistry, Civil Engineering, College of Home Economics (Apparel, Interiors, Housing, and Merchandising Department, Human Development and Family Sciences Department, Family Resource Management Program and Nutrition and Food Management Department), College of Liberal Arts (Anthropology Department, History Department, Music Department, Philosophy Department, Women Studies), College of Oceanic and Atmospheric Sciences, College Student Services Administration, Computer Science, Crop and Soil Science, Economics, Education, Electrical and Computer Engineering, English, Entomology, Exercise and Sport Science, Fisheries and Wildlife, Food Science and Technology, Foreign Languages, Forest Engineering, Forest Products, Forest Resources, Forest Science, Geography, Geology, Horticulture, Industrial and Manufacturing Engineering, Mathematics, Mechanical Engineering, Microbiology, Nuclear Engineering, Pharmacy, Physics, Public Health, Science and Math Education, Speech and Communication, Statistics, Toxicology, Zoology, and include all departments and programs in which graduate assistants are employed.

**Section 2.** The Executive Council shall have the authority to designate the number of areas which stewards represent and may increase or decrease the number, according to the needs of the local. For the purpose of steward elections, the Executive Council shall circulate a list of defined areas to the membership no later than week one of spring term. Members may appeal the definition of areas to the Executive Council.

## **ARTICLE V - STANDING COMMITTEES**

### **Section 1. *Appointments***

- (a) Standing Committees shall be composed of members of the local and shall be appointed by the Executive Council except as otherwise specified in the Constitution or Bylaws.
- (b) Chairpersons of the Standing Committees shall be designated at the time of committee appointments by the Executive Council unless otherwise specified in the Constitution or Bylaws.
- (c) Whenever a new committee is added in these Bylaws, initial appointments to the new committee shall be made within thirty (30) days from the effective date of the amendment, even though the description of the committee may say the regular appointments are to be made at another time. The appointees shall serve a term through the end of what otherwise would be a normal term, and the regular appointment cycle will take place.

### **Section 2. *Duties***

- (a) Standing Committees shall assume duties assigned by the Executive Council.
- (b) Standing committees shall annually submit a written report and other reports as directed by the Executive Council.
- (c) Standing Committees may form subcommittees as needed.

**Section 3. *Finance Committee.*** The committee shall have three members, one of whom shall be the Secretary-Treasurer. Duties of the committee shall include but not be limited to recommendation to the Executive Council

of an annual budget, of auditors for the annual audit, and of other items referred for recommendation.

**Section 4. *Constitution and Bylaws Committee.*** The committee shall be three officers appointed by the Executive Council. Duties of the committee shall be to review proposed amendments to the Constitution and Bylaws to assure their conformity with requirements of affiliates or applicable labor laws. The committee may initiate proposed amendments. Its review of proposed amendments will be reported to the Executive Council.

**Section 5. *Bargaining Committee.*** There shall be a Local Bargaining Committee. One of the members of the committee shall be the Vice-President for Collective Bargaining, who shall be the chair. The duties of the Bargaining Committee shall be to represent and to negotiate for the local in all negotiations on collective bargaining matters.

**Section 6. *Organizing Committee.*** There shall be an Organizing Committee. The committee shall be five (5) members. One of the members shall be the Vice President for Organizing, who shall be the chair. The remaining positions shall be filled by stewards appointed by the Steward Council. The Vice President for Collective Bargaining will be an ex-officio member of this committee. The committee shall be responsible for organizing and mobilizing members in conjunction with collective bargaining and around other issues of interest to the membership. The committee also shall be co-responsible for planning and coordinating the annual and other membership recruitment programs and activities.

**Section 7. *Committee on Political Action.*** A Committee on Political Action may be assembled when deemed necessary by majority vote of either the Executive Council or Steward Council. The committee shall be three (3) members. One of the members shall be the Vice President for Communications, who shall be the chair. Appointments will be by the President with the approval of the Executive Council. Duties of the committee shall include reviewing and recommending the position of the local with respect to Legislative issues and with respect to candidates and ballot measures.

## **ARTICLE VI - RATIFICATION OF COLLECTIVE BARGAINING AGREEMENTS**

Tentative agreements reached between the union and the employer shall be subject to vote for ratification by the membership covered by that agreement. Ratification shall be by secret ballot majority vote of those voting at a special membership meeting called for consideration of the tentative agreement. Alternatively, the ratification vote may be conducted electronically using a secure, confidential, and verifiable system that is accessible by all union members, provided that a special membership meeting is still called for consideration of the tentative agreement. Consideration and/or vote may be taken at a regular membership meeting whenever a tentative agreement is reached not more than five days before a scheduled, regular meeting.

## **ARTICLE VII - STRIKES**

The membership, on the request and recommendation of the Bargaining Committee or the Executive Council, may authorize the union to call a strike. Authorization shall be granted upon vote by three fourths (3/4) of the votes cast by those members voting at a meeting called for such a purpose. The meeting may be scheduled in more than one session to provide maximum opportunity for participation. The vote of each member voting will be recorded.

## **ARTICLE VIII – AMENDMENT**

These Bylaws may be amended by a majority vote of those voting at a regular membership meeting. The proposed amendment shall be submitted to the members at least one month in advance of the meeting at which the vote is scheduled. The same amendment may not be introduced more than once in a three-month period.