

RINDGE FACULTY FEDERATION
AFT Local 2433

FRANKLIN PIERCE UNIVERSITY
Rindge, New Hampshire 03461-0060

CONSTITUTION

Preamble

We, the members of the Rindge Faculty Federation of the American Federation of Teachers, join together in order that academic freedom and an atmosphere favorable to learning and growth exist unthreatened at our University, that discrimination in all its forms be opposed, and that faculty participation in decision-making be assured.

Article I • Name

This organization shall be known as the Rindge Faculty Federation of the American Federation of Teachers, Local #2433, with jurisdiction at Franklin Pierce University of Rindge, New Hampshire.

Article II • Objectives

The objectives of this organization shall be:

- Section 1. To promote and protect an atmosphere and structure of academic freedom at Franklin Pierce University.
- Section 2. To ensure that no discrimination on the basis of age, race, nationality, disability, gender, religion, personal values, political activity and belief, or marital status shall exist.
- Section 3. To ensure faculty participation in all appropriate decision-making situations at the University.
- Section 4. To protect faculty from arbitrary administrative action, and to assure due process for all.
- Section 5. To ensure the best possible conditions for professional growth.
- Section 6. To ensure optimum work loads, teach and research conditions and benefits.
- Section 7. To ensure optimum standards of compensation and fringe benefits for the membership.
- Section 8. To function as bargaining agent and to negotiate collective bargaining agreements in order to achieve the objectives of this Federation.

Article III • Membership

- Section 1. All full-time, part-time, and visiting faculty as defined in the Franklin Pierce University and Rindge Faculty Federation, American Federation of Teachers, AFL-CIO Bargaining Agreement, in effect at this time, are eligible for membership. (Recognition as defined in a decision of the National Labor Relations Board, Case #1-RC12,912, dated October 24, 1973 at Boston, Massachusetts.)
- Section 2. Administrative personnel shall not obtain membership.
- Section 3. Cases of membership status not covered in Sections 1 and 2 shall be referred to the Executive Committee. The Executive Committee shall determine status, subject to ratification by majority vote of the membership.
- Section 4. Part-time faculty not excluded by Section 2 are eligible for membership.
- Section 5. No discrimination shall ever be shown toward individual members or applicants for membership because of race, religious faith, age,

nationality, disability, gender, personal values, political activity and belief, or marital status. The Federation may establish other procedures and standards for admission of new members, but no discrimination shall ever be shown toward individual members or applicants for membership on the basis of the above mentioned criteria.

Section 6. A member may be expelled for acts detrimental to the Federation upon presentation of written charges to the Executive Committee signed by at least 1/4 of the total membership and approved by at least 3/4 of the Executive Committee, excluding any member of the Executive Committee who may be so charged.

Article IV • Officers

Section 1. The following officers shall be elected by the Federation:

1. President
2. Vice President
3. Treasurer
4. Secretary

Section 2. Officers will be elected for two year terms of office. Election of the President and Secretary will take place in those years ending in odd numbers. Election of the Vice President and Treasurer will take place during even numbered years. Terms of office begin on September 1 of the year elected and expire two years later on August 31. By mutual agreement between the Executive Committee and the officer-elect, the latter may assume the duties of office prior to September 1 of the year elected.

Section 3. Only members in good standing may hold office.

Section 4. Nominations for office shall be made at a regular (April) membership meeting. Notice shall be provided to each member at least 10 days prior to the meeting that nominations will be in order.

Section 5. Ballots shall be prepared and distributed to each member in good standing within 15 days following the nomination meeting. The ballots shall be returned to the election committee no later than 7 days from the date originally distributed to the members. Included in the ballot shall be notification of the date, time, and place of counting the ballots. All members shall have the right to be present at the said counting of the ballots. The candidate receiving a plurality of the votes cast for a particular office shall be declared the officer-elect and shall take office at the time designated by this Article.

Section 6. Upon a vacancy in the office of President, the Vice President shall become President and serve out the unexpired term of that office. Other offices, when vacant, shall be appointed by the President with the concurrence of the Executive Committee. Officers serving by appointment shall serve out the unexpired term of that office.

Section 7. An officer may be recalled for acts detrimental to the Federation upon presentation of written charges signed by at least 1/4 of the total membership and approved by at least 2/3 of the membership present as a scheduled meeting. For action under this section a quorum shall consist of at least 50% of the total membership.

Section 8. Any officer may request a leave of absence for a specified period of time with the concurrence of the Executive Committee. In the case of the President, the Vice President shall become acting President for the duration of the leave granted. Leaves of absence granted to other officers shall be filled by temporary appointment. Any officer granted a leave of absence under

this Article shall resume her/his office upon the termination of that leave.

Article V • Executive Committee

- Section 1. The Executive Committee of this Federation shall consist of the following: All elected officers and three additional persons chosen by the President with the concurrence of the other officers. Except for the offices of President, Vice President, Secretary, and Treasurer, the terms of office for all other members of the Executive Committee shall be for one year, normally from September 1 to August 31. Vacancies on the Executive Committee not covered by Article IV, Section 6 shall be filled by appointment by the President with the concurrence of the other officers. Such appointments will expire on the next August 31.
- Section 2. The Executive Committee shall administer the policy of this Federation as set by the membership at regular meetings.
- Section 3. The Executive Committee shall have the power to act for the good of the Federation in situations where time does not allow policy and procedures to be set by the membership.
- Section 4. The President of the Federation shall be the chair of the Executive Committee.
- Section 5. The Executive Committee shall meet regularly during the academic year as set forth in the by-laws.
- Section 6. The Executive Committee shall have the power to employ all personnel including an executive secretary, secretarial help, and other persons on full or part-time basis as may be determined by the needs and finances of the Federation. Any action contemplated under the provisions of this section requires ratification by a majority of the members present at a regular meeting.
- Section 7. The Executive Committee shall have the power to make contracts and to incur liabilities which may be appropriate to enable it to accomplish any or all of its purposes; to borrow money for Federation purposes at such rates of interest and terms and conditions as it may determine; 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.
Any action in excess of \$500.00 contemplated under the provisions of this section requires ratification by a majority of the members present at a regular meeting.
- Section 8. The Executive Committee shall report its activities at each regular membership meeting.

Article VI • Affiliations

- Section 1. This Federation shall maintain affiliation with and whenever possible send delegates (who must be members in good standing of this Federation) to the following organizations:
1. The American Federation of Teachers – All delegates and alternates to the National Convention of AFT shall be elected by majority vote at a membership meeting. Notice of election shall be made at the previous membership meeting and mailed to each member at least 15 days prior to the election. The President and Secretary shall certify the election and forward the credentials, by certified mail, of all elected delegates and

alternates to the National Office as soon as possible but not later than 15 days before the convening of the National Convention. The delegates shall confer with the Treasurer to make sure that the AFT per capita has been sent to the National Office at least 15 days before the convening of the National Convention.

2. The AFT-NH – Delegates shall be elected at least one month before the State Convention at a regular membership meeting.
3. The Local AFL-CIO Labor Assembly – Delegates shall be elected at the regular annual election of officers, when such organization comes into being.
4. The New Hampshire AFL-CIO labor body – Delegates shall be elected at least one month before the state labor convention at a regular membership meeting, when such organization comes into being.

Section 2. All delegates shall make written reports to the Executive Committee on meetings attended.

Section 3. Every reasonable effort shall be made by this Federation to pay the legitimate expenses of delegates to meetings and conventions of affiliated organizations.

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

Section 5. Delegates to affiliated organizations shall be regular members in good standing of this Federation.

Section 6. This Federation is *autonomous*. It is not bound by positions taken by any affiliated or associated organizations without the explicit consent of the Executive Committee and/or the members in good standing at a quorum-filled regular or special Federation meeting.

Article VII • Duties of Officers

Section 1. The President shall preside at all meetings of the Federation and the Executive Committee. He/she shall sign all necessary papers and documents, and represent the local when and where necessary. He/she shall make a report to the membership at least once each year summarizing the accomplishments of the Federation and outlining plans for the next year.

Section 2. The Vice President shall perform all the duties of the President in the absence of that officer and assist the President in the performing of the duties of that office.

Section 3. The Secretary shall issue all notices, shall answer correspondence at the direction of the President and shall report outside correspondence to the President and the Executive Committee. He/she shall be the custodian of the seal and charter of the Federation. The Secretary shall record the minutes of the Executive Committee and of general membership meetings.

Section 4. The duties of the Treasurer shall be:

1. To receive, record, and deposit in the name of the Federation all monies from dues and other sources.
2. To keep the membership roll, issue receipts and delinquent notices.
3. To forward to the National Office, dates required and agreed to, the report of the members in good standing, together with

mailing addresses on the first day of that month, together with all taxes and assessments due the American Federation of Teachers.

4. To keep adequate records available at all times for the Executive Committee.
5. To pay all bills authorized by the adopted budget, retaining voucher or invoice for the same. Expenses not authorized in the budget must be presented to the Executive Committee for authorization.
6. To submit a financial statement for the local, including a statement of assets and liabilities and a statement of income and expenses to the AFT Secretary-Treasurer within five months of the end of the fiscal year for the local.

Article VIII • Negotiating Procedures

Section 1. The Executive Committee shall select a negotiating team of seven members, five of whom shall be from the membership of the Executive Committee, and two of whom shall be members at large.

Section 2. Items approved by the membership shall be incorporated by the Executive Committee into the negotiating package.

Section 3. The negotiated agreement shall be presented to the full membership for approval before it shall become effective. Ratification shall require a majority vote of the Federation members who are full-time faculty members and shall additionally require a majority vote of those members who cast ballots in the ratification process.

Article IX • Meetings

Section 1. The time and place of regular membership meetings shall be fixed by the Membership.

Section 2. There shall be at least 5 regular and scheduled membership meetings per academic year.

Section 3. A quorum at a membership meeting shall consist of 20% of the total membership.

Section 4. Special meetings may be call by the President, a majority vote of the Executive Committee, or upon petition of 1/5 of the Federation membership who are in good standing. The petition shall be addressed to the President and the Executive Committee. The former must call a special meeting within 72 hours of such receipt. The agenda for such a meeting must include the specific motion of the petition.

Article X • Finance

Section 1. Annual dues shall be fixed by majority vote of those members present at any regular meeting of the Federation providing notice of contemplated dues has been announced at a previous meeting.

Section 2. Fees may be assessed upon the membership, as approved by the membership, for good and sufficient cause, when recommended by the Executive Committee and approved by a majority vote of the membership at any regular meeting.

Article XI • Rules of Order

Section 1. *Robert's Rules of Order, Revised*, shall govern in all cases not covered by this Constitution, or in the By-Laws of this Federation.

Article XII • Amendment

Section 1. This Constitution may be amended as follows:

The proposed amendment, signed by at least 5 members in good standing, shall be submitted at any regular membership meeting and read to the assembled members. The proposed amendment shall then be placed on the agenda for the next regular business meeting of the Federation where it shall be read in full. A 2/3 vote at that meeting shall be sufficient to adopt the amendment.

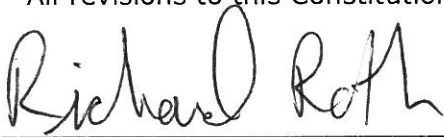
Article XIII • Availability of Constitution

Section 1. Three copies of this Constitution and all future amendments shall be submitted to the National Office of the American Federation of Teachers.

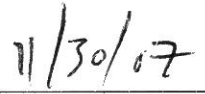
Section 2. Copies shall be made available to other affiliated organizations upon request.

Section 3. Copies shall be available to any member of this Federation upon request to the Secretary.

All revisions to this Constitution effective and recorded on November 28, 2007.



RFF President



Date

**Proposed Changes to RFF Constitution
(October 17, 2007)**

1. Change "College" to "University" throughout document.
2. Article III, Section 1: change "September 1, 1998" to "in effect at this time".
3. Article IV, Section 2: amend by adding the following language

By mutual agreement between the Executive Committee and the officer-elect the latter may assume the duties of office prior to September 1 of the year elected.

4. Article VI, Section 1, Sub-section 2: change to "AFT-NH."
5. Article IX, Section 4: delete

