

**CONSTITUTION
OF
UNITED FACULTY OF FLORIDA - FLORIDA STATE COLLEGE AT
JACKSONVILLE**

ARTICLE I

Section 1. This organization will be known as the United Faculty of Florida-Florida State College (UFF-FSCJ) at Jacksonville. It is Local 2397, American Federation of Teachers (AFT), National Education Association (NEA), Florida Education Association (FEA), AFL-CIO, and a chapter of the United Faculty of Florida (UFF).

ARTICLE II

Section 1. We seek to facilitate collegial relations among instructors, counselors, and librarians; to promote a system of collegial collective bargaining at Florida State College at Jacksonville; and to enhance our contribution to our nation's educational institutions.

ARTICLE III

Section 1. Membership in UFF-FSCJ is open to all faculty members.

Section 2. Administrators are not eligible to be members.

Section 3. Special memberships will be available for retirees or part-timers.

Section 4. No discrimination shall be shown towards individuals because of race, sex, sexual orientation, religion, age, or beliefs.

Section 5. Any member who fails to pay dues will go on inactive status. An individual may reactivate membership by resuming dues payment at any time.

ARTICLE IV

Section 1. Effective January 2010, and every even year thereafter, UFF-FSCJ will begin the process of electing a President, a Vice President, a Secretary, a

Treasurer, UFF Senators, delegate(s) to the FEA, delegate(s) to the local labor council, and campus representatives. Membership in good standing is required to hold office.

Section 2. An election committee will be appointed in January to solicit nominations for various offices; to draw up the official ballot; and to facilitate the voting process. In January, the Treasurer will draw up a list of active members entitled to vote in the election. Any person who becomes a member or who is reactivated will be added to the voter list by the Treasurer. Return ballots will be sent to a neutral election chairperson, who will bring them to the March membership meeting for opening and tabulation in front of the full membership. Ballots will be delivered to active members a minimum of 15 days prior to this meeting. Candidates receiving a majority of votes will be declared elected for their respective positions. If no candidate receives a majority of votes cast in a position, a mail-ballot run-off will be held with the two top candidates for that position, with the ballots to be counted at a membership meeting by mid-March. The neutral chairperson will keep the ballots for a year.

Section 3. Officers will be installed at the beginning of the fall term following the election.

Section 4. Vacancies in any office, except that of the Vice President, will be filled by appointment by the President with the advice of the Executive Council. In the event of a vacancy in the office of Vice-President, a successor will be elected within 60 days following open nomination and election by secret ballot of the membership. The person elected shall fill the vacant office for the period remaining in the existing term.

Section 5. The President of the organization is automatically a senator to the United Faculty of Florida. UFF-FSCJ will be entitled to an additional senator for every twenty-five members or major fraction thereof. The duties of the UFF Senators will be the following: (a) To attend meetings of the UFF, which are likely to be held in Orlando, Tampa, or Tallahassee; (b) To represent the UFF-FSCJ and to network with counterparts from other higher education units. An appropriate number of UFF Senate Alternates may also be elected.

Section 6. An officer may be recalled in this fashion:

Twenty percent of active members may call for a recall election by presenting a petition in writing to the executive council or to the membership at a monthly meeting. The recall election will be held using the procedures outlined in Section 2 above, with appropriate adjustments for dates.

Section 7. During unit elections, when membership lists are drawn up, the treasurer and election committee members will keep private such information as members' home mailing addresses, Social Security Numbers, etc. If necessary, addresses will only be given to declared candidates.

Section 8. To enable candidates to issue campaign statements, the UFF-FSCJ will provide a print or e-mail publication that will provide comparable-sized statements to be sent to all members.

ARTICLE V

Section 1. Standing committees will include the following: Negotiations Committee and Negotiations Team, Membership & Organizing, Salary & Finance, Publicity, Grievance, and Political Action.

Section 2. The chairperson of each committee will become a member of the Executive Council, with the Political Action chair being a delegate to the local labor council.

Section 3. The President or Executive Council may appoint other special committees.

Section 4. The chairs will appoint the members of each committee. Any member who wishes to be on a specific committee will be appointed to that committee.

ARTICLE VI

Section 1. The Executive Council will consist of all officers, UFF senators, and standing committee chairs.

Section 2. The Executive Council will administer the UFF-FSCJ policy as set by the membership at regular meetings. It will have the power to act for the good of the UFF-FSCJ in emergency situations relating to filing of papers before the Public Employees Relations Commission (PERC) and similar agencies. Any emergency action will be referred to the membership at the next membership meeting.

Section 3. The UFF-FSCJ President will be the chair of the Executive Council.

Section 4. No single individual on the Executive Council will have more than one vote, even though holding an elected position and chairing a committee.

Section 5. The Executive Council will use signed statements, e-mail messages, or phone calls to determine proxy voting eligibility.

Section 6. All Executive Council meetings will be open to the full membership. The Council will report its activities at each regular membership meeting.

ARTICLE VII

Section 1. Delegate(s) and alternate(s) to the conventions and conferences of affiliates will be elected according to the procedures established, by the affiliate(s).

Section 2. All delegates (except the President, who is automatically a delegate) and alternates will be elected at least one month before the Florida Education Association Delegate Assembly at a regular membership meeting, with a written notice being sent to each member prior to the election.

ARTICLE VIII

Section 1. The President will preside at membership and Executive Council meetings; will be an ex-officio member of all committees; will sign all necessary papers and documents; and will represent UFF-FSCJ when necessary.

Section 2. The Vice President will assist the President in the performance of duties. The Vice President will preside at meetings when the President is unable to do so and will represent UFF-FSCJ as requested by the President. The Vice President will assume the presidency in the case of a resignation or other circumstances causing a vacancy.

Section 3. The Treasurer will receive, record, and deposit in the name of the UFF-FSCJ all monies from dues and other sources; will keep the membership roll, issue receipts and delinquent notices; will forward to affiliates the report of members in good standing; will keep adequate records; will pay all authorized bills, retaining all vouchers and invoices; will be a member of the elections-nominations committee; and will perform other appropriate duties for a treasurer.

Section 4. The Secretary will record minutes and maintain files of these minutes and other records as required by the chapter, the local, or statutes.

Section 5. The campus representatives will vote on the Executive Committee, will act as stewards, will function as resource persons for their areas, and may appoint additional stewards for their campus or center.

ARTICLE IX

Section 1. The duties of any committees will be determined by their members in consultation with the UFF-FSCJ President.

Section 2. A majority of members at a membership or Executive Council meeting may decide questions of constitutional interpretation.

ARTICLE X

Section 1. The President will fix the time and place of regular monthly membership meetings or special meetings.

Section 2. A quorum will consist of twenty percent of the active members during the fall and spring semesters or ten percent of the active members on campus during a summer term.

Section 3. An action of a membership meeting may be overturned in the following manner: A petition may be signed by twenty percent of active members calling for a special referendum on the issue. Ballots will be given to all active members, according to the election procedures cited earlier. The decision of the majority will determine the position on the issue.

Section 4. Special membership meetings may also be called by any three members of the Executive Council or by a petition signed by twenty percent of active members.

Section 5. Robert's Rules of Order will govern situations not addressed in the constitution or in any bylaws that the UFF-FSCJ may approve.

ARTICLE XI

Section 1. Dues for membership in state and national affiliates will be adjusted automatically upon the effective date decided upon by the respective conventions.

ARTICLE XII

Section 1. The United Faculty of Florida-Florida State College at Jacksonville is affiliated with the Florida Education Association (FEA), the American Federation of Teachers (AFT), the National Education Association, the North Florida Central Labor Council, the Florida AFL-CIO, and the national AFL-CIO. The UFF-FSCJ will comply with the constitution, bylaws, and policies of the respective affiliates.

Section 2. The United Faculty of Florida-Florida State College at Jacksonville, pursuant to its affiliation with the FEA, is a chapter of the United Faculty of Florida

(UFF) and is entitled to, and responsible for, such rights and duties conferred by chapter status. The United Faculty of Florida-Florida State College at Jacksonville shall be in compliance with the constitution, bylaws, and policies of the UFF.