

BYLAWS TO THE CONSTITUTION

BYLAWS TO ARTICLE I

NAME

As stated in the Constitution, this organization shall be known as the University of Alaska Federation of Teachers, (UAFT) Local No. 2404.

BYLAWS TO ARTICLE II

OBJECTIVES

The objectives of this organization shall be as stated in the Consitution.

BYLAWS TO ARTICLE III

MEMBERSHIP

Section 1. Membership dues in UAFT shall be fixed by a vote of the membership. A plurality of votes cast by members in good standing will determine the amount of membership dues .

Section2. Other University employees may be approved for eligibility for affiliation by a majority decision by the Executive Board.

BYLAWS TO ARTICLE IV

A. ELECTION OF OFFICERS

Section 1. If there are Co-Presidents, rather than one President for the UAFT, then presidential duties will be divided among the Co-Presidents to reflect the release time each Co-President receives. At least one Co-President must be in Anchorage. Co-Presidents who are not in Anchorage may be required to spend some time each month in Anchorage to perform all the duties of the office.

Section 2. Whenever possible, the 1st Vice President shall be in Anchorage and will assume duties in the absence of the President.

- Section 3. The 2nd Vice President will be available for duties as assigned by the President, Union Leadership Committee, and the Executive Board.
- Section 4. Officers responsible for the day-to-day operation of the Union shall receive paid release time as agreed to by the parties according to contractual agreement between the University of Alaska and UAFT and approved periodically by the Executive Board. Releases for Co-Presidents will not exceed those given for a single President.
- Section 5. Anyone receiving a Union release from teaching or other professional activity, either paid or unpaid, must provide assurance to the Union that they will spend the hours required fulfilling union duties, commensurate with the release provided. See below:
- | | | |
|------------|---|---------------------------|
| 1 credit | = | 3 hours minimum per week |
| 3 credits | = | 9 hours minimum per week |
| 6 credits | = | 18 hours minimum per week |
| 9 credits | = | 27 hours minimum per week |
| 12 credits | = | 36 hours minimum per week |

B. OTHER ELECTIONS

- Section 1. Voting to Ratify a Collective Bargaining Agreement:
- Only those members who have paid the membership fee can vote to ratify a contract;
 - Voting can be done by mail, email, or in person;
 - Votes that cannot be verified will not count; and
 - The position receiving a plurality of the votes cast shall be declared the winning position.
- Section 2. Taking a Strike Vote:
- A post office box shall be rented for use in a strike vote;
 - An accounting firm can be hired to collect the ballots from the post office box and count the votes, or a committee of members can do these duties;
 - Only those members who have paid the membership fee can participate in a strike vote;
 - A strike vote will be conducted using mailed ballots and allowing for the vote to be secret;
 - Members' signatures must be on the return envelope for the ballot so that membership can be verified; and
 - Results can be held until such time as they are most beneficial to the negotiations process.

- Section 3. Voting for Campus Representatives:
- a. Every 2 years the Campus Representative shall be elected by a vote of the members in good standing of their campus;
 - b. The candidate receiving a plurality of the votes cast shall be declared elected;
 - c. Each campus conducts its own election with results being sent to the Union office prior to the May Executive Board meeting; and
 - d. Campus Representatives start their term of office in the academic year following the election.

BYLAWS TO ARTICLE VI

EXECUTIVE BOARD

- Section 1. The Executive Board shall meet in one of two sessions:
- a. Full session with campus representatives from all campuses present, as well as other Executive Board members.
 - b. Partial session without all campus representatives present but with other Anchorage campus Executive Board members present.
- Section 2. The Executive Board shall normally meet in full session during the regular academic year, at least once a month either in person or via audio-conference.
- Section 3. The Executive Board shall meet when needed in partial session at the University of Alaska Anchorage between regular full sessions of the Executive Board.
- Section 4. Any issue discussed by the Executive Board may be referred to a vote of the general membership by a majority vote of the Executive Board members. The decision of a simple majority of the voting members in good standing shall be determinative.
- Section 5. Campus Representatives who miss three (3) or more Executive Board Meetings in an academic year, will be replaced by presidential appointment. The new Campus Representative will serve until the next election cycle.

ARTICLE VII

DUTIES OF SPECIAL COMMITTEES

- Section 1. The Finance Committee or Office Manager shall assist the Executive Board in the preparation of the annual budget and shall identify, and with the approval of the

Executive Board, pursue activities to generate revenues for the good and welfare of the UAFT. The Treasurer will chair this committee.

Section 2. The Audit Committee or Office Manager shall ensure the scheduling of the annual audit with the accountant. It is recommended that a UAFT Faculty Member who is a CPA work on this committee with the Treasurer.

Section 3. The Elections Committee shall conduct and supervise all elections of the UAFT.

Section 4. The Special Projects Committee can be appointed when there is a need and the standing committees have no relationship to the project.

BYLAWS TO ARTICLE VIII

CAMPUS REPRESENTATIVES

- Section 1. Duties of a Campus Representative shall include those duties included in the UAFT Constitution and:
- a. Conducting an annual UAFT membership drive on their campus;
 - b. May include other duties as delegated by the President or as assigned by the Executive Board.

BYLAWS TO ARTICLE IX

MEMBERSHIP MEETINGS

Any member in good standing who cannot be present for a membership meeting may name a proxy.

The purpose of the proxy is to insure that UAFT members in good standing who cannot be present for a duly called UAFT meeting be represented by having their vote cast by another UAFT member in good standing.

Proxy Regulations:

1. The proxy is delegated for a specific period of time.
2. The proxy delegation covers all issues requiring a membership vote.
3. The instructions from the proxy giver to the proxy holder are general: i.e., proxy holder votes as he/she thinks the giver would wish.

4. The proxy may be delegated in writing, by e-mail, facsimile, or similar documentation. The delegation must include the name of the delegating person; the name of the person delegated to act as proxy; any stipulations attached to the delegation (e.g., time period delegation is in force); and the date the delegation is transmitted.
5. UAFT members in good standing may hold as many proxies as they wish to accept.
6. When a vote is taken, the proxy holder must announce the name of the vote of the person(s) represented and must present the proof of delegation.
7. The proxy holder should report back to the giver how he/she voted.

BYLAWS TO ARTICLE X

REVENUES

- Section 1. Agency fee (full service fee) for bargaining unit membership shall be fixed by a vote of the membership. A plurality of votes cast by members in good standing will determine the amount of agency fee.
- Section 2. Additional finances may be obtained by various fund raising activities.

BYLAWS TO ARTICLE XIII

AMENDMENT

- Section 1. These bylaws may be amended as follows:
- a. by submission of proposed amendments to the Executive Board by the chair of the Constitution and Bylaws committee;
 - b. by submission of a proposed amendment to the Executive Board by no fewer than 25% of the total membership in good standing; or,
 - c. by majority vote of the Executive Board.
- Section 2. The proposed amendment, once approved by the Executive Board, shall be made available to all members who have paid their membership dues at least two weeks before a ballot is sent. Amendments shall be submitted in writing to the Secretary who shall oversee the notification and balloting process. A simple majority vote of those members voting shall be sufficient to adopt the amendment.

Amended and approved April, 2012

- Section 3. Once approved, an amended copy of these Bylaws to the Constitution shall be posted on the UAFT website.
- Section 4. Three copies of these Bylaws to the Constitution and all subsequent amendments shall be submitted to the Secretary-Treasurer of the American Federation of Teachers.
- Section 5. The Secretary shall ensure copies of these Bylaws to the Constitution are made available upon request to each organization with which this organization is affiliated.
- Section 6. The Secretary shall ensure copies of these Bylaws are made available upon request to any member of the UAFT.

Approved by the UAFT Statewide Executive Board on 4/6/12
Approved by the UAFT Membership in good standing 4/25/12