

AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS

University of Connecticut Chapter

CONSTITUTION

April 1978

(Revised June 1988, October 1991)

Article I.

Name

The name of this organization shall be The University of Connecticut Chapter of the American Association of University Professors. This chapter is a local affiliate of the national AAUP.

Article II.

Purpose

The purpose of this organization shall be to further the interests of all members of the bargaining unit without discrimination by promoting the highest standards of excellence in teaching, research, and public service and by serving as the members' collective bargaining agent.

Article III.

Membership

There shall be two categories of membership: active and limited.

1. Active member:

Any active member of the national AAUP or any eligible person who declares in writing that he/she wishes to be a member of the AAUP, provided that current dues as established in Article IV, Sec. 1 have been paid. An eligible person is anyone holding appointment at the University of Connecticut who:

- a. has a position of teaching and/or research.
- b. is a professional librarian
- c. is a professional appointee included with the faculty in a collective bargaining unit.

Only active members shall have the right to vote in Chapter elections, to hold elective offices in the Chapter, to vote in Chapter meetings and to participate fully in all Chapter activities.

2. Limited Memberships:

- a. Emeritus member: any person who has retired and was formerly an active member of the University of Connecticut Chapter of the AAUP. Emeritus members shall have no voting rights nor shall they hold office. They may serve on committees and attend Chapter meetings.
- b. Graduate student member: any University of Connecticut graduate student is eligible for membership in the national AAUP. Graduate student members shall have no voting rights nor shall they hold office. They may serve on committees and attend Chapter meetings.
- c. Associate member: any University of Connecticut staff member who is an associate member of the national AAUP. Associate members have no voting rights, nor shall they hold office or participate in any AAUP activity having to do with collective bargaining. They can attend Chapter meetings only upon invitation of the Executive Committee.

Article IV.

Dues

1. Dues (a combination of National, Collective Bargaining Congress, Connecticut Conference, and Chapter) shall be proposed by the Executive Committee each year and be approved by a majority vote at the annual Chapter meeting.
2. Limited members shall pay National AAUP dues, but shall not be obliged to pay Connecticut Conference, Chapter, or Collective Bargaining Congress dues.
3. Any chapter of the AAUP established at UCONN at a geographical location separate from Storrs (pursuant to Article VII, Sec. 1 of the national AAUP Constitution) shall have no authority in matters related to collective bargaining nor shall such chapter receive from UConn monies for purley local purposes.
4. Failure to pay dues shall result in loss of membership.

Article V.

Meetings

1. There shall be three types of meetings:
 - a. Chapter meeting: open only to active, emeritus and graduate student members.
 - b. Collective bargaining unit meeting: open only to members of the

collective bargaining unit. (A member of the collective bargaining unit is anyone who currently holds a position in the University of Connecticut faculty unit as determined by the Connecticut State Labor Relations Board or as defined in the contract currently in force between the University of Connecticut Chapter of the AAUP and the Board of Trustees.)

- c. General meeting: open to the entire academic community.
2. There shall be an annual Chapter meeting held within the last two weeks of the spring semester. At least one other Chapter meeting shall be called during each academic year.
3. In the absence of a clear emergency, the call for all Chapter meetings shall be mailed to all eligible members in sufficient time to give seven days' notice. An agenda shall be sent with the notice stating all items of business to be considered which are known at the time of the call for the meeting.
4. Special Chapter meetings may be called by a petition signed by five percent of the active members. The petition shall state the reason(s) for calling the meeting, and no business other than that specified in the petition shall be in order. Such a special meeting must be called within two weeks after the AAUP Chapter President has received the petition.
5. Thirty members shall constitute a quorum at all meetings described in Articles V and X.

Article VI.

Officers

1. The elected officers of the University of Connecticut Chapter shall be the President, the Vice-President, and the Secretary/Treasurer.
2. Responsibilities of Officers:
 - a. The President: shall assume executive responsibility for all Chapter activities; shall carry out the policies and decisions of the Executive Committee; shall act as chairperson of the Executive Committee and shall preside at meetings of the Chapter and of the Collective Bargaining Council; and shall be a non-voting member *ex officio* of every committee. The President shall, with the advice and consent of the Executive Committee, appoint members and designate chairpersons of the Contract Committee, the Negotiating Team, and standing committees that may be established pursuant to Article XII. The President shall make every reasonable effort to insure that appointees collectively represent the various constituencies and interests of the chapter.
 - b. The Vice-President: shall, in the absence of the President, act as the presiding official of the Chapter, of the Executive Committee, or of the Collective Bargaining Council, and shall assist in such duties of the President as the President shall direct.
 - c. The Secretary/Treasurer: shall supervise the keeping of the minutes of the Chapter, Executive Committee and Collective Bargaining Council meetings; shall oversee the conduct of correspondence and filing of Chapter records; shall be responsible for the receipt and deposit of all monies due the Chapter; shall pay all bills, provided that all non-budgeted expenses over \$300 be approved by the Executive Committee; shall keep Chapter accounts and present a financial report at the annual meeting of the Chapter each year.

Article VII

Executive Committee

1. The Executive Committee shall consist of the elected officers of the Chapter, the immediate past President of the Chapter, ten (10) elected members-at-large, one representative of the Regional Campuses to be chosen by the Regional Campuses' faculties in accordance with procedures established in the By-laws. The Executive Director, the Chief Negotiator and the Chairperson of the Contract Committee shall be non-voting *ex officio* members of the Executive Committee. The Executive Committee may also invite Chairpersons of Committees and University of Connecticut faculty members who are officers of the Connecticut State Conference of the AAUP to be non-voting members of the Executive Committee.
2. The Executive Committee shall:
 - a. be responsible for carrying out the general purposes of the Chapter as stated in Article II.

- b. have the responsibility to oversee the negotiation and implementation of collective bargaining contracts.
- c. report regularly on its activities to the membership.
- d. appoint the Grievance Committee.
- e. recommend the establishment of any standing committees that may be deemed appropriate. Such recommendations shall be submitted for Chapter approval in accordance with Article XII. The Executive Committee may also appoint special ad hoc committees to assist it in special short-term projects provided such special committees not be granted any of the responsibilities or authority of the Executive Committee, nor shall such special committees have a life beyond one year.
- f. prepare a budget each year which, along with proposed dues, shall be submitted for ratification at the annual Chapter meeting.
- g. have the authority to establish an Office of Executive Director and hire such staff as may be necessary to assist in carrying out the responsibilities and the duties of the Executive Committee and other chapter committees, provided that funding for such staff is contained in the budget approved at the annual meeting.
- h. call meetings pursuant to Articles V and VIII.

Article VIII.

Collective Bargaining Process

1. There shall be a Negotiating Team consisting of a Chief Negotiator and no more than four members appointed by the President with the advice and consent of the Executive Committee. One or two alternate members may also be appointed. The Negotiating Team shall be responsible for negotiating a contract with the Board of Trustees. During the process of negotiations, the Chief Negotiator shall report periodically to the Collective Bargaining Council.
2. There shall be a Contract Committee consisting of a Chairperson and not more than twelve members appointed by the President with the advice and consent of the Executive Committee. The Contract Committee shall be responsible for drafting contract proposals which, if approved by the Executive Committee and after review by members of the collective bargaining unit as prescribed in Article VIII, Section 4, shall be forwarded to the Negotiating Team to be placed on the negotiating table.
3. The chairperson of the Contract Committee may, with the consent of the Executive Committee, appoint special subcommittees to assist the Contract Committee.
4. Contract proposals drafted by the Contract Committee, upon being approved by the Executive Committee, shall be published and made available for review by members of the collective bargaining unit. After publication of the contract proposals, a collective bargaining unit meeting shall be called to discuss the proposals. Following such review by members of the collective bargaining unit, the President, with the advice of the Executive Committee, may send proposals back to the Contract Committee for revision. Revised proposals need not be subject to a further review by members of the collective bargaining unit.
5. There shall be a Collective Bargaining Council consisting of the members of the Executive Committee, the Negotiating Team, the Contract Committee and chairpersons of other committees. The Collective Bargaining Council shall establish strategies for negotiating the proposed contract and generally be the body responsible for decisions regarding collective bargaining while the contract is being negotiated. Names of members of the Collective Bargaining Council shall be published and circulated to the members of the collective bargaining unit.
6. All members of the Negotiating Team and the Contract Committee, as well as all members of the Collective Bargaining Council must be active members of the AAUP.
7. The contract that is finally negotiated by the negotiating team shall be submitted for ratification to all members of the collective bargaining unit in accordance with Connecticut State Statutes and Chapter By-laws.
8. In the event that a satisfactory settlement with the University is not reached, the Negotiating Team may propose that binding arbitration be pursued. The decision to seek binding arbitration and the initial arbitration proposal must be approved by a majority of available Executive Committee members at a scheduled meeting, to include at

least two of the officers. In addition, the final arbitration proposal, if significantly different from the initial one, should be presented to the Executive Committee for final approval. However, if logistics prevent this final review, the Executive Director, with the approval of the Negotiating Team and the President, may proceed with arbitration.

Article IX.

Nominations and Elections

1. The Executive Committee shall each year appoint a Nominating Committee of five members, each of whom shall be an active member of the AAUP. No person shall serve on the Nominating Committee for more than 3 years consecutively. The Executive Committee shall designate one of the five members to be the Chairperson who should have been a member of the Nominating Committee the previous year.
2. The Nominating Committee shall solicit suggestions from the active members and shall nominate one or more candidates for each of the following positions: President, Vice-President, Secretary/Treasurer, one Regional Campus Representative, and ten Executive Committee Members-At-Large. The Nominating Committee should allow for reasonable breadth of representation in the selection of candidates. The slate of candidates shall be published and circulated to the active members.
3. Candidates may also be nominated by petition. If a petition signed by at least fifty (50) active members in support of a particular candidate for a specified office or position is presented to the chairperson of the Nominating Committee by the date established in the By-laws, the candidate supported by the petition shall be considered nominated. Candidates for more than one position may be included on the same petition.
4. The election shall be conducted by the Executive Committee. Ballots will be printed containing the names of all nominees for each position. For all offices and positions except the Presidency, the person with the highest number of votes shall be declared elected. In case no person shall win a majority of votes for President, an election shall be conducted between the two candidates with the highest number of votes. The office of Executive Director shall assist in conducting elections.
5. Elected officers, Executive Committee Members-At-Large, and the Regional Campus Representative shall serve for a term of one year commencing July 1. They shall be eligible to succeed themselves.

Article X.

Censure or Removal of Elected Members of the Executive Committee

1. Whenever any ten members (either elected or *ex officio* members) of the Executive Committee or any one hundred (100) active members of the chapter have reason to believe that any elected member of the Executive Committee is derelict or negligent in the performance of responsibilities and duties or has violated any provisions of this Constitution or of the Chapter By-laws, they may initiate the following procedures:
 - a. Petition the immediate past President to call a special Chapter meeting. Notice of such a meeting shall be made at least ten (10) days in advance of the meeting and shall state the nature of the charges against the accused member of the Executive Committee.
 - b. The immediate past President shall preside over such meeting until a moderator is elected from among those members present. Election of a moderator shall be the first order of business.
 - c. Those bringing the charges will present their case and the accused shall have full opportunity to present a defense against the charges.
 - d. By majority of legal votes cast, those present at the meeting may decide to exonerate, to censure, or to remove from office. Voting shall be by written ballot.

Article XI.

Vacancies

1. In the event of a vacancy in the office of President, the Vice-President shall fill the unexpired portion of the term.
2. In the event of a vacancy on the Executive Committee other than the

Presidency, a replacement shall be chosen by the Executive Committee in consultation with the Nominating Committee.

Article XII.

By-Laws and Amendments to the Constitution

1. The procedure for adopting By-laws and amendments to the Constitution shall be:
 - a. By-laws and amendments to this Constitution shall be proposed either by the Executive Committee or by petition signed by at least fifty (50) active members. When a By-law or amendment is initiated by petition, the petition shall contain the complete wording of the proposed By-law or amendment.
 - b. The proposed By-law or amendment, whether emanating from the Executive Committee or from petition, shall be published by the Executive Committee and circulated with its recommendations to the active members.
 - c. The proposed By-law or amendment shall be considered at the Chapter meeting next following its publication and circulation provided that at least seven (7) days have elapsed between the time the proposal is received by members and the time of the Chapter meeting.
 - d. A vote of two-thirds of the active members present at a Chapter meeting shall be necessary for ratification of an amendment. By-laws may be enacted by a simple majority of those active members present at a chapter meeting.

*By-Law
A-1977*

A. Election of a Regional Campus Representative

1. By December 1 a notice requesting nominations for the Regional Campus Representative to the Executive Committee will be sent to regional campus members by the Nominating Committee.
2. Candidates will present petitions signed by at least five regional campus members to the Nominating Committee not later than December 15.
3. If no petitions are received, the Nominating Committee shall draw up a slate, after further consultation with the regional campus members.
4. A ballot listing candidates for Regional Campus Representative will be mailed to branch members by April 1.
5. To be counted, ballots must be returned to the Executive Committee by April 15.
6. If no Regional Campus Representative receives one more than 50 percent of votes cast, an election will be conducted between the two candidates with the greatest number of votes. Ballots must be returned to the Executive Committee by May 15.

*By-Law
B-1977*

B. Schedule for Annual Elections

1. The Nominating Committee shall be appointed no later than November 1 of each year. The Nominating Committee shall report the slate of candidates to the Executive Committee by January 15.
2. The slate of candidates shall be published and circulated by February 1.
3. Nominations by petition must be received by March 1.
4. The elections shall be conducted by mail ballot and ballots to be counted must be received by April 15.

5. The run-off election for the Presidency, if required, shall be conducted by mail ballot and ballots to be counted must be received by May 15.

*By-Law
C-1977*

C. Arbitration Appeal

1. Whenever a grievance has not been satisfactorily resolved at Step 2 (Vice President) of the Contractual Grievance Procedure, the grievant(s) may request the Chapter to submit the case to binding arbitration. Such request shall be made in writing to the Executive Director within three (3) days of receipt by the grievant(s) of the Step 2 decision and shall include an assessment by the grievant(s) of the points meriting arbitration. Upon receipt of a request to arbitrate, the Executive Director shall take such steps as may be necessary to meet the time limits of the contract. He shall prepare a synopsis of the case for presentation to the Chapter Grievance Committee together with his recommendation; he shall also request the chairperson of the Grievance Committee to convene promptly a meeting of the Committee for the purpose of reviewing the proposed arbitration.
2. The Chapter Grievance Committee, drawing upon whatever assistance and expertise it shall feel necessary, shall recommend whether the proposed arbitration is to be carried forward. This recommendation shall be communicated immediately to the Executive Director, who will, without delay, notify the grievant(s).
3. In the event of a favorable recommendation, the Executive Director shall inform the Executive Committee and take such steps as may be necessary for the appeal, presentation and hearing of the arbitration.
4. In the event of a negative recommendation, the grievant(s) may request the Chapter Executive Committee to hear an appeal of the Grievance Committee recommendation. Such appeal shall be made within three (3) days of the Grievance Committee's action, shall be in writing and shall include the basis upon which the grievant(s) disputes the recommendation of the Grievance Committee. The Executive Committee shall consider the appeal as soon as possible and shall present its final and binding decision to the grievant(s) in writing.
5. Nothing in this By-law shall be construed as prohibiting the Chapter Executive Committee from assuming original jurisdiction in any given grievance or from rejecting a recommendation of the Grievance Committee without appeal.
6. In cases where the initial grievance is in the nature of a class action, the consideration process described above shall commence with the recommendation of the Executive Director to the Grievance Committee.

*By-Law
D-1987*

D. Executive Committee Membership

1. Consecutive years of service on the Executive Committee shall be limited to six. The sole exception could be the year of service required of the immediate past President.
2. The Executive Committee is authorized to appoint an additional member to the Executive Committee from the bargaining unit should the Executive Committee determine to broaden the representation of the Committee.