

**CONSTITUTION OF THE
BOISE STATE UNIVERSITY FEDERATION OF TEACHERS
AMERICAN FEDERATION OF TEACHERS LOCAL 3537**

ARTICLE I

NAME

This organization shall be known as the Boise State University Federation of Teachers, Local 3537.

ARTICLE II

OBJECTIVES

The purpose of this organization shall be:

- Section 1.* to offer the highest quality education to the students;
- Section 2.* to bring associations of teachers into relations of mutual assistance and cooperation;
- Section 3.* to advance professional interests of college and university teachers;
- Section 4.* to improve instruction in institutions of higher learning;
- Section 5.* to eliminate all forms of discrimination in education;
- Section 6.* to cooperate with organized labor for the purpose of advancing democratic concepts in education;
- Section 7.* to work toward a commitment to collective bargaining;
- Section 8.* to assure faculty participation in the development of university policy;
- Section 9.* to participate in the periodic evaluation of university and department administrators.

ARTICLE III

MEMBERSHIP

- Section 1.* All employees and students of Boise State University are eligible for membership. Associate, Emeritus and Student membership does not confer AFT national membership, voting rights, or legal and financial benefits.
- Section 2.* Supervisory personnel with the rank of dean or above shall not obtain membership. Members who are promoted to the rank of dean or above automatically are removed from membership on the effective date of the promotion.
- Section 3.* Associate membership without the right to vote shall be open to retired faculty and others eligible for membership, and to others who withdraw from the profession for research or other pursuits, and who wish to maintain affiliation.
- Section 4.* Associate members may hold (without vote) the offices of Treasurer or Secretary.
- Section 5.* Teachers in public or private institutions outside the jurisdiction of this local may be admitted to membership until such a time as a local is chartered in their jurisdiction.
- Section 6.* No discrimination shall ever be shown toward individual members or applicants for membership because of race, gender, sexual orientation, religion, national origin, age, or political activities or beliefs.
- Section 7.* A member may be expelled for acts detrimental to the Federation upon presentation of written charges signed by at least $\frac{1}{4}$ of the total memberships and approved by at least $\frac{3}{4}$ of the total membership. The member shall have the right to appeal the decision to the membership at the following membership meeting and shall be reinstated with full rights if a majority of the members present vote to reinstate.
- Section 8.* Any member whose dues are two months in arrears shall be dropped from the rolls and the names removed from the records at the National Office.

ARTICLE IV

Officers

- Section 1.* The following officers shall be elected for two year terms; president, vice president, treasurer, and secretary.
- Section 2.* Membership in good standing is required to hold office.

- Section 3.* Nominations for office shall be made at the regular April membership meeting. Notice shall be provided to each member at least 5 days prior to the meeting that nominations will be in order. Petitions containing at least two signatures of members shall accompany nominations.
- Section 4.* Ballots shall be prepared and mailed 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 15 days from the date originally sent to the members. The candidate receiving a plurality of the votes cast shall be declared elected.
- Section 5.* Officers shall be installed at the regular meeting in May or at a special meeting or banquet held for this purpose.
- Section 6.* Vacancies in any office shall be filled by the Executive Council.

ARTICLE V

Committees

- Section 1.* The following committees shall be constituted or abolished when a majority of members so elect: Membership Committee; Salary and Finance Committee; Publicity Committee; Welfare or Grievance Committee; Civil Rights Committee; Education Committee; Legislation Committee; Social Committee.
- Section 2.* The following special committees shall be appointed: Budget Committee; Audit Committee; Election Committee.
- Section 3.* Chairpersons of each of the standing committees and of all special committees shall be appointed by the President.

ARTICLE VI

The Executive Council

- Section 1.* The Executive Council of this Federation shall consist of the following: all elected officers; chairpersons of the standing committees; and the chief delegate to the local labor body.
- Section 2.* The Executive Council shall administer the policy of this Federation as set by the membership at the regular meetings. It shall have the power to act for the good of the Federation in emergency situations where the policy cannot be set by the membership.
- Section 3.* The chairperson of the Executive Council shall be the President of the Federation.

Section 4. The Executive Council shall meet regularly during the academic year as set forth by the bylaws.

Section 5. The Executive Council shall have the power:

- a. To employ all personnel including an executive secretary, clerical help, and other persons on full or part-time basis as may be determined by needs and finances of the Federation.
- b. To make contracts and incur liabilities (up to \$2000) which may be appropriate to enable it to accomplish any or all of its purposes; these liabilities shall not include the borrowing of money unless 2/3 of the membership specifically authorizes it.
- c. Upon petition of at least five members any decision by the Executive Council may be appealed to the full membership.

Section 6. The Executive Council shall report its activities at each regular membership meeting.

ARTICLE VII

Affiliations

Section 1. This Federation 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 of the AFT shall be elected by majority vote at the April 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 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 the AFT *per capita* through June has been sent to the National Office at least 15 days before the convening of the National Convention.
- b. The Idaho Federation of Teachers. Delegates shall be elected at least one month before the State Convention at a regular membership meeting.
- c. The Central Labor Council. Delegates shall be elected at the regular annual election of officers.
- d. The Idaho AFL-CIO. Delegates shall be elected at least one month before the State labor convention at a regular membership meeting.

- Section 2.* All delegates shall make written reports to the Executive Council 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 affiliated organizations.
- Section 5.* Delegates to affiliated organizations shall be members in good standing.

ARTICLE VIII

Duties of Officers

- Section 1.* The President shall preside at all meetings of the Federation and Executive Committee. She or he shall be *ex officio* member of all committees, except the Audit Committee; shall sign all necessary papers and documents; and represent the local when and where necessary. She or he 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 duties of the President in the absence of that officer.
- 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 Board. She or he shall be the custodian of the seal and charter of the Federation. The Secretary shall record the minutes of the Executive Board and of general membership meetings.
- Section 4.* The duties of the Treasurer shall be:
- a. to receive, record, and deposit in the name of the Federation all monies from dues and all other sources;
 - b. to keep the membership roll, issue receipts, and delinquent notices;
 - c. to forward to the National Office, on or before the 15th of each month, the report of 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;
 - d. to be chairman of the Budget Committee – she or he shall present a written report to all members once each year;

- e. to keep adequate records available at all times for the Executive Council and Audit Committee;
- f. to pay all bills authorized by the adopted budget, retaining vouchers or invoices for same – expenses not authorized in the budget must be presented to the Executive Council for authorization;
- g. 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 IX

Duties of the Committees

Whenever an active committee shall be constituted the membership shall define its exact duties.

ARTICLE X

Meetings

- Section 1.* The time and place of meetings shall be fixed by the President.
- Section 2.* There shall be at least one meeting each semester during the regular school year.
- Section 3.* A quorum shall consist of 15 percent of the total membership.

ARTICLE XI

Finance

- Section 1.* Regular dues shall be fixed by majority vote of members present at any regular meeting providing notice of contemplated dues increase has been announced at a previous meeting and mailed to the regular membership.
- Section 2.* Additional finances may be obtained by various fund raising activities.

ARTICLE XII

Rules of Order

Roberts Rules of Order, Revised, shall govern in all cases not covered by this Constitution or the Bylaws of this local.

ARTICLE XIII

Amendment

This constitution may be amended as follows: The proposed amendment shall be submitted at any regular membership meeting and read to the assembled members. A 2/3 vote at the following membership meeting shall be sufficient to adopt the amendment.

ARTICLE XIV

Availability of the Constitution

- Section 1.* Three copies of this Constitution and all 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 for any members of this Federation upon request to the Secretary.