

UNITED FACULTY OF FLORIDA
BROWARD COLLEGE CHAPTER
"Working to Restore the Balance"
3501 SW Davie Rd., Davie, FL 33314

United Faculty of Florida-Broward College Chapter Bylaws

ARTICLE I

Name

This organization shall be known as the Broward College Chapter of the United Faculty of Florida (UFF-BC), hereafter referred to as the Chapter. This Chapter as part of UFF shall be an affiliate of the Florida Education Association (FEA), the National Education Association (NEA), the American Federation of Teachers (AFT), and the American Federation of Labor and Congress of Industrial Organizations (AFL-CIO).

ARTICLE II

Objectives

Section 1. To bring faculty and professional employees of the College into a relationship of mutual assistance and cooperation to identify and defend for them the rights and privileges which are theirs, especially through the Constitution of the State of Florida, to which they are entitled

Section 2. To take appropriate action to safeguard rights guaranteed under the Constitutions of the United States of America and the State of Florida and to promote democratic principles and processes within the College that will enable members to better serve the people of the State of Florida and will enhance the educational background higher education of our students.

Section 3. To achieve and safeguard due process and academic freedom.

Section 4. To facilitate a more effective cooperation among faculty and research scholars in universities, colleges, and professional schools of similar grade, for the promotion of the interests of teaching, research, community service and innovation in higher education, and in general to increase the usefulness and advance the standards, ideals, and welfare of the profession.

ARTICLE III

Membership

Section 1. Faculty, professional employees, employed graduate students, and staff in the public and private colleges and universities of the State of Florida, who are members of a UFF bargaining unit, shall be eligible for active membership in UFF except as otherwise provided in this Bylaws. The right to vote and to hold elected office shall be limited to active members

except as otherwise provided in the Bylaws. A member may only be removed from the rolls for failure to pay dues.

Section 2. No discrimination shall ever be shown toward members or applicants for membership because of sex, age, disability, gender identity or expression, marital status, national origin, immigration status, political belief, race, color, religion, or sexual orientation.

Section 3. UFF members shall be unified dues members of the FEA, NEA, AFT, and AFL-CIO. All members of the bargaining unit at Broward College are eligible for membership in the Chapter. Individuals not in the bargaining unit are eligible in another membership category, as specified in the UFF state constitution.

ARTICLE IV

Officers and Executive Council

Section 1. The UFF-BC Chapter officers shall be a President, a Vice-President, a Secretary, and a Treasurer elected annually from the membership (all members of the UFF-BC Chapter) by open nomination and written or electronic secret ballot.

Section 2. The Executive Council of the Chapter shall be composed of the elected officers, stewards, UFF-BC Senators, chairpersons of UFF-BC Chapter Standing Committees, Ad Hoc UFF Committees, and members of UFF-BC Standing Committees.

Section 3. All officers and members of the Executive Council shall begin their terms of office at the end of the Spring Semester unless otherwise specified in the UFF State Constitution (e.g., UFF State Senators).

ARTICLE V

Elections

Section 1. The Executive Council shall name an ad hoc Elections Committee by February 1 to solicit nominations for officers and oversee the election process.

Section 2. The President or the Secretary shall provide 30 days' notice of all elections.

Section 3. Written nominations for the offices of President, Vice-President, Secretary, Treasurer, and State Senators shall be received by the committee before March 1. Election of the officers and state Senators shall take place concurrently, by electronic secret ballot by March 31st. Official absentee ballots shall be available on request from the Elections Committee.

Section 4. All chapter members are eligible to nominate, to run for office, and to vote for Chapter officers.

Section 5.

The President shall appoint with Executive Council approval willing stewards for each building or other appropriate unit. A steward must be a chapter member. Appointments or reappointments shall be made by May 31st or as necessary should any vacancy occur.

ARTICLE VI

Vacancies

Section 1. In the event a vacancy in the office of the President occurs, the Vice-President shall succeed the President and, within 30 days of his/her succession, call a membership meeting in order to elect a new President.

Section 2. In the event of a vacancy in any other office prior to the end of the Fall Semester, the President shall call a general membership meeting in order to elect replacements.

ARTICLE VII

Committees

Section 1. The Standing Committees shall be:

- a. Grievance Committee
- b. Government Relations Committee
- c. Negotiations Committee
- d. Membership Committee
- e. Communications Committee

Section 2. The President-elect shall nominate the members and chairpersons of each Standing Committee. Committee appointments shall be ratified by a majority vote at the next regular meeting of the Executive Council.

Section 3. The President or the President-elect if appropriate shall appoint College and ad-hoc committees as necessary to represent the interests of the members of the bargaining unit. Committee appointments shall be ratified by a majority vote at the next regular meeting of the Executive Council.

ARTICLE VIII

Duties of Officers and the Executive Council

Section 1. The President has executive power subject to the limitations imposed by this set of Bylaws. The President shall:

1. Call and preside at all Chapter and Executive Council meetings.
2. Represent the Chapter at region and state meetings, as well as other relevant meetings.
3. Preside at all meetings of the Chapter and of the Chapter Executive Council.
4. Be an ex-officio member of all committees, sign all the necessary documents and papers, and represent the chapter to the employer, community organizations, legislative officials,

and media.

5. Supervise day-to-day implementation of union policy and programs.
6. Work with the treasurer to oversee the treasury and the budget.
7. Oversee the negotiation process and communicate the developments to the Chapter.
8. Serve a one-year term and is then succeeded by the President-Elect.
9. Serve as a member of the UFF Council of Chapter Presidents.
10. Appoint standing and ad hoc committee chairpersons.
11. Appoint stewards.
12. Serve as ex-officio on all UFF-BC Standing Committees and assigned BC Standing Committees.
13. Act as liaison between the State UFF Steering Committee and Chapter members.
14. Coordinate campus membership recruitment and activities.
15. Provide mentorship to the President-Elect in all aspects of the Presidential responsibilities
16. Authorize expenditures of Chapter funds of \$350 or less per semester.

Section 2. The Vice President shall:

1. Serve as member of the Membership Committee.
2. Undertake those duties assigned by the Executive Council or the President.
3. Assist the President and preside at the meetings and other duties when the President is unable to do so.
4. Serve as campus liaisons for Chapter legislative activities, fundraising, and dissemination of information.
5. Coordinate with the grievance committee.
6. Represent the President in his/her absence and temporarily assume the duties of the President in the event of resignation of the President until a new President has been selected.

Section 3. The Secretary shall:

1. Keep minutes of the Executive Council and membership meetings and shall ensure their distribution to the Chapter and other meetings.
2. Keep a record of unit members and Chapter members and shall transmit such rolls to the Executive Council when necessary.
3. Maintain written communication as delegated by the President or Vice-President
4. Maintain archives for the Chapter.
5. Additional duties for the Secretary may be prescribed by the
6. Executive Council or the President.
7. Maintain a Chapter website and other social platforms in collaboration with the Communications Committee.

Section 4. The Treasurer shall be the Chief Financial Officer for the Chapter and shall:

1. Exercise supervision over the receipt and disbursement of all money, properties, and
2. securities.
3. Help to collect and forward dues in accordance with UFF and College
4. guidelines.
5. Prepare quarterly reports and annual financial statement.
6. Safeguard and disburse any other Chapter funds as authorized by the Executive

7. Council and/or the President pursuant to Article VIII, Section 1.16 upon receipt of appropriate
8. invoices/vouchers.
9. Perform or supervise such operations under the direction of the President or
10. Executive Council.

Section 5. The Executive Council shall:

1. Execute the policies of the Broward College Chapter of UFF as set by the Chapter membership.
2. Authorize expenditures.
3. Have the power to act for the good of the Chapter in emergency situations when policy cannot be set by the membership and report such actions to the President, Vice-President, and membership at a general membership meeting called by the Executive Council.
4. Have the authority to establish ad-hoc committees as needed.

ARTICLE IX

Duties of the Standing Committees

Section 1. All committees shall be under the direction of and report to the Executive Council and the President.

Section 2. The Grievance Committee shall supervise and keep records of all grievances, as well as report on the status of all grievances at each regular Executive Council meeting.

Section 3. The Government Relations Committee shall be responsible for representing the Chapter at political functions. It shall also communicate regularly to the membership items of political interest, articulate unit concerns with the legislative delegation, and collect political contributions for the United Faculty of Florida Political Action Committee (UFF-PAC).

Section 4. The Negotiations Committee shall be responsible for determining the bargaining priorities of unit members, identifying practices to be incorporated into the unit's Collective Bargaining Agreement, and for negotiating, through the Negotiating Team, with the College all changes in employee wages, hours, and work conditions.

Section 5. The Membership Committee shall supervise the recruitment of Chapter members and shall coordinate membership activities with all Stewards and other members of the Executive Council.

Section 6. The Communications Committee and the President shall be responsible for issuing communications, especially through electronic media, of interest to members. The communications shall include, but not be limited to, a newsletter whether published in electronic format or print format.

ARTICLE X
Election of Senators to the UFF Senate

The President shall be an automatic Senator of the UFF. Additional Senators shall be elected by secret ballot through the election process outlined in Article V and in compliance with the UFF Constitution.

ARTICLE XI
Meetings

Section 1. The Executive Council shall hold a regular monthly meeting during the academic year. Special meetings may be called anytime during the year including the Summer Term by the President or by a majority of the Executive Council. All meetings of the Executive Council shall be announced to the membership and open to all members.

Section 2. The General Membership Chapter Meetings are open to all active UFF BC members.

Section 3. A quorum at any Executive Council announced meeting shall consist of the members present.

Section 4. There shall be four general membership chapter meetings a year, two during the Fall Semester and two during the Spring Semester.

Section 5. General membership chapter meetings shall be called by the President, a majority of the voting members of the Executive Committee, or by a petition from ten percent of the Chapter members.

Section 6. Chapter members shall be notified at least one week prior to all general membership chapter meetings and Executive Council meetings.

Section 7. At these general membership meetings, the President shall make a report to the membership concerning the state of the Chapter, bargaining, and other necessary updates.

ARTICLE XII
Rules of Order

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

ARTICLE XIII

Amendment

Section 1. Amendments to these Bylaws may be proposed by any Executive Council member or any UFF-BC Chapter member paying the dues.

Section 2. Proposed amendment(s) shall be approved by secret electronic ballot and shall be distributed by the President or Secretary to the membership at least 10 days prior to voting. A majority of the UFF-BC voting members shall be sufficient to adopt an amendment