

**UNIVERSITY COUNCIL-AMERICAN FEDERATION OF TEACHERS,  
UNIVERSITY OF CALIFORNIA, RIVERSIDE CHAPTER**

**BYLAWS, ENACTED May 2021**

Local 1966 is hereby disestablished and this Constitution is hereby amended appropriately so as to become the Bylaws of the new UC Riverside Chapter at the time the new, federated UC-AFT Local is chartered by UC-AFT.

**ARTICLE I. NAME, AFFILIATIONS AND ORGANIZATION.**

Section 1. Name. This organization shall be known as University Council-American Federation of Teachers, Local UC Riverside Chapter, or UC-AFT UC Riverside Chapter.

Section 2. Affiliations. This chapter shall be affiliated with the University Council-American Federation of Teachers (UC-AFT) and thereby with all organizations with which UC-AFT is affiliated.

Section 3. Executive Board. The Executive Board shall be composed of the officers of UC-AFT UC Riverside Chapter, which shall make rules, adopt policies, and execute such actions as it deems necessary in consultation with the membership as set forth in these Bylaws .

**ARTICLE II. OBJECTIVES**

The goals of this chapter shall be to pursue and implement, at UC Riverside, the goals of UC-AFT as set forth in Article II of the UC-AFT Constitution.

**ARTICLE III. MEMBERSHIP AND REPRESENTATION**

Section 1. Chapter voting. Each member in good standing shall be entitled to cast one vote on election of local officers and other matters. A member in good standing is defined as a member currently paying dues through payroll deduction, a member on unpaid leave for one academic quarter or less with advance written notice (email notice is sufficient) to the local president and/or field representative, or a retired member who chooses to maintain an affiliation and pays any dues assessed by the retiree chapter. Such retired members may fully participate in UC Riverside Chapter governance, except for contract ratifications, and except for determining number of chapter votes at Council meetings, in which retiree members will be counted for Retiree Chapter representation only, so as not to be double-counted

Section 2. Delegations to Council

1. This article governs the election of representatives to the UC-AFT Council meetings under UC-AFT Constitution Article III section 3.

2. One of the two minimum guaranteed representative under said section shall be the Chapter President (Chair) or the President (Chair's) designee.

3. The second guaranteed representative shall be designated “Co-Chair” for purposes of the Council meetings, and this representative shall be a member of a different bargaining unit than the Chapter President, chosen either from among any members of the other bargaining unit on the Chapter Executive Board, or if there is none, then elected by the Chapter members after due notice and opportunity for nominations and voting.

4. Any additional representatives to which the Chapter is entitled by membership numbers shall be elected by the Chapter members after due notice and opportunity for nominations and voting.

5. Representatives may vote by proxy.

#### ARTICLE IV. DUES AND PER CAPITA TAX

Dues shall be in accordance with those established by the UC-AFT Council, as set forth in the UC-AFT Constitution Article IV.

#### ARTICLE V. OFFICERS

Section 1. Officers. The officers of UC-AFT UC Riverside Chapter shall consist of President, Grievance Steward, Vice-President for Communications, Vice-President for Organizing, and Secretary.. No person shall occupy more than one office in the Council. However, when a given position is vacant, the President may temporarily assign another officer, member, or field representative to perform the duties of that office.

Section 2. Term of office. Officers shall assume office on July 1 and serve for two years. The terms of the President, Grievance Steward, and Secretary shall commence in odd years. The terms of the Vice President for Communications and Vice President for Organizing shall commence in even years.

Section 3. Vacancy. In the event that any officer resigns, the Executive Board may appoint a replacement by majority vote. If the Executive Board cannot agree on an interim President, the vacancy in the office of President shall be filled by the Grievance Steward until a new president can be selected. The replacement shall serve until the next election. At that time nominations shall be solicited for candidates to fill the balance of the unexpired term of the vacancy.

Section 4. Removal. An officer may be removed either by vote of 2/3 of the officers currently serving on the Executive Board, or by vote of the membership. In either case, there must be an allegation and reasonable evidence of gross dereliction of duty.

Section 5. Nomination of officers.

(a) Nominations may be made by any person who has been a member of the chapter for at least one academic quarter before making a nomination. Any employee who has been a

member of the chapter for at least one academic quarter before the nomination may be nominated. A member who meets the above conditions may nominate himself/herself. Such notice shall be in writing (email is sufficient) to the person designated by the President to receive them.

(b) Nomination notice and meeting. At least 10 days prior to the nomination meeting, notice shall go to all members that nominations will be open and that candidates will be determined at the nomination meeting, with date and place announced in said notice. If no nominations for an office have been made prior to the meeting, nominations may be made at the nomination meeting.

(c) Acceptance of nomination. Nominators are urged to obtain a verbal acceptance of the nominee prior to making the nomination. Nominations must be accepted either in writing (email is sufficient) prior to the nomination meeting, or at the meeting itself.

(d) Uncontested nominations. If, by the end of the nomination meeting, no more than one candidate is nominated for any one position, election need not be held on that position. New officers under this rule shall be announced to the membership by website posting and e-mail as soon as possible after the nomination meeting.

#### Section 6. Election of Officers

(a) Procedure. Elections shall be conducted by mail or electronically, by secret ballot. Notice and ballots shall be mailed to all members in good standing as soon as possible after the nomination meeting, with at least 30 days between date of notice and date ballots are declared due..

(b) Candidates' rights. Each candidate may submit a statement to be posted on the UC-AFT UC Riverside Chapter website prior to the election, may inspect the union's membership list at any time during this 30 day period with reasonable notice to the field representative, and may designate a representative to observe counting of the ballots.

(c) Results. Election results shall be announced to the membership by website posting and e-mail as soon as possible after ballots are counted.

### ARTICLE VI. DUTIES OF OFFICERS.

#### Section 1. The President.

(a) The President is the chief executive officer of the chapter and shall have the responsibility to administer all the affairs and implement policies of the chapter, as determined by the Executive Board, and to direct staff. The President shall ensure that the affairs of the chapter are conducted in accordance with this Constitution and with any By-Laws hereafter enacted, and shall have the authority to interpret these Bylaws, subject to appeal to the Executive Board.

(b) The president shall call meetings, establish meeting agendas, and preside at meetings. However, the President has the authority to delegate the chairing of a given meeting to another member or to staff. “Chairing” of a meeting by a staff designee means facilitating the orderly discussion of agenda items; it does not include voting or interpretation of Bylaws.

(c) The President has the power to appoint and remove chairs and members of committees.

Section 2. Grievance Steward. The Grievance Steward shall work with the President and staff to coordinate information about grievances and prescribe appropriate action to the Executive Board.

Section 3. Vice President for Communications. The Vice President for Communications shall maintain the local’s website and member email listservs. There shall be one listserv for communication by officers and staff to the entire membership, and a separate listserv to which members may voluntarily subscribe for purposes of more frequent information and informal discussion.

Section 4. Vice President for Organizing. The Vice President for Organizing shall chair the organizing committee, which will conduct membership drives at least once a year. The Vice President for Organizing may also serve as media contact for the chapter, at the direction of and in consultation with the Executive Board, during such times as it seems advisable for the local to designate a media spokesperson.

Section 5. Secretary. The Secretary shall take minutes at meetings and post the minutes to the local website and/or to the listserv to which members voluntarily subscribe.

## ARTICLE VII. MEMBERSHIP MEETINGS

The chapter shall hold at least one membership meeting per academic quarter, at times and places established by the President in consultation with the Executive Board. Such meetings will have established agendas and shall be announced and open to the entire membership. When members of the Executive Board meet informally, reasonable efforts should be made to make interested members aware of the customary times and locations of such meetings. No decisions whereby member voting is required by law or by these Bylaws shall be made at meetings which have not been announced to the entire membership. Email notice is sufficient except where otherwise noted herein.

## ARTICLE VIII. GENERAL CONDITIONS

Section 1. Committees. The Executive Board may establish such standing or ad hoc committees or caucuses as deemed useful for the work of the chapter.

Section 2 . Status and dissolution. This chapter shall be a non-profit organization. Upon dissolution, any remaining funds will be transferred to UC-AFT.

#### ARTICLE IX. AMENDMENT OF BYLAWS

These Bylaws may be amended by two-thirds vote of members voting after written notice to the membership and secret ballot by mail or electronically. . Amendments to the bylaws may be proposed by the Executive Board or by a petition signed by at least ten members in good standing.