



AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS

University of Connecticut Health Center Chapter

CONSTITUTION

(As amended November 2018)

Article I.

Name

The name of this organization shall be The University of Connecticut Health Center Chapter of the American Association of University Professors (UCHC-AAUP).

Article II.

Purpose

The purpose of the AAUP Chapter at the University of Connecticut Health Center (UCHC-AAUP) shall be to further the professional interests of its faculty members, in concert with the mission of the UCHC, by promoting the highest standards of excellence in education, research, clinical care, public service, and a fair and equitable workplace.

Article III.

Membership

I. An active member is any member of the UCHC faculty in the collective bargaining unit who is a member of the UCHC-AAUP chapter, provided that current dues as established in Article IV have been paid. 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 ratify collective bargaining agreements.

2. An emeritus member is any person who has retired and was formerly a member of the UCHC-AAUP. Emeritus members shall not pay dues, shall have no voting rights, and may not hold office. They may serve on standing committees and attend Chapter meetings.

Article IV.

Dues

I. Dues (a combination of National dues, state AAUP conference dues, Collective Bargaining representation fees, and other dues) shall be proposed by the Executive Council and ratified annually by a majority of the votes cast by the Chapter membership.

2. Dues shall not exceed zero-point nine percent (0.9%) of an individual's salary.

3. Payment of dues is a requirement for membership in the Chapter.

4. Emeritus members shall not pay dues.

Article V.

Meetings

I. No fewer than two Chapter meetings shall be held annually.

2. Meetings shall be limited to Chapter members, except that the Executive Council shall have the authority to invite non-Chapter members to meetings.

3. An annual Chapter meeting shall be held two months prior to the beginning of the fiscal year used by the Chapter. The meeting will include reports by the President, Secretary-Treasurer, and Chief Negotiator or Negotiation Team representative on the status of the chapter.

4. Meetings shall be called with no fewer than fourteen days' notice and agenda and draft proposed budget for the next year shall be provided at that time. A quorum for Chapter meetings shall be 25 active members of the Chapter. In the event that quorum is not reached, the meeting will be rescheduled with at least 6 days additional notice.

5. Special meetings may be called by the Executive Council and attendance may be limited to Chapter members. Such meetings must be called with at least seven (7) days' notice and an agenda shall be provided at that time.

6. Chapter members may call for a special meeting if a petition is presented to the Executive Council with the signatures of twenty (20) members, and the meeting must be held within fifteen (15) working days of receipt of a petition.

Article VI.

Officers

1. The elected officers of the UCHC-AAUP shall be the President, the Vice-President/President-Elect, and the Secretary-Treasurer.

2. Duties of officers:

a. The President:

- i. shall assume executive responsibility for all Chapter activities;
- ii. shall carry out the policies and decisions of the Executive Council; shall act as chairperson of the Executive Council;
- iii. shall serve on the Collective Bargaining Council;
- iv. shall preside at meetings of the Chapter;
- v. shall chair the Government Relations committee;
- vi. shall serve for a term of two years as President.

b. The Vice-President:

- i. shall be President-Elect, to serve as the succeeding President of the chapter;

- ii. shall, in the absence of the President, act as the presiding Chapter official;
- iii. shall serve on the Executive Council;
- iv. shall serve on the Collective Bargaining Council;
- v. shall assist the President as requested;
- vi. shall serve for a term of two years as Vice-President.

c. The Secretary-Treasurer:

- i. shall keep the minutes of the Chapter meetings;
- ii. shall keep the minutes of the Executive Council meetings;
- iii. shall keep the minutes of the Collective Bargaining Council meetings;
- iv. shall oversee the conduct of Chapter correspondence and records;
- v. shall be responsible for the receipt and deposit of all monies due the Chapter;
- vi. shall pay all bills of the Chapter, provided that all non-budgeted expenses over \$300 be approved by the Executive Council;
- vii. shall keep Chapter accounts;
- viii. shall present an annual financial report to the Chapter;
- ix. shall serve for a term of two years.

Article VII.

Executive Council

I. The Executive Council shall consist of the elected officers of the Chapter, two representatives of each of the three constituencies: Basic Sciences, Dental, and Medical, and two representatives elected at-large. The representatives shall be elected by procedures established in Article VIII. Representatives on the Executive Council shall serve for terms of two years.

2. Meetings of the Executive Council shall be held at least six (6) times per year. Special meetings may be held upon request from three (3) members of the Executive Council; a written agenda must be given at time of notice.

3. The Executive Council shall:

a. propose dues levels for members (in accordance with established procedures as outlined in Article IV. (Dues));

b. propose an annual operating budget for ratification by a majority of the votes cast by the membership within twenty-one days of the annual Chapter meeting;

c. oversee and approve the activities of the Collective Bargaining Council;

d. have the authority to hire and supervise staff;

e. call Chapter meetings in accordance with Article V (Meetings);

f. oversee the negotiation and implementation of collective bargaining agreements;

g. have the authority to establish advisory *ad hoc* committees that shall not have a life beyond one year;

h. report regularly on its activities to the Chapter membership;

i. establish the standing committees of the Chapter, in accordance with Article X;

j. carry out the purposes of the Chapter described in Article II of the constitution;

k. consider petitions brought to the attention of the President, signed by at least ten members, and shall rule on such petitions within fifteen working days;

l. have the prerogative to invite non-voting *ad hoc* members to attend its meetings;

m. designate one or more elected members of the Executive Council or Collective Bargaining Council to serve as delegate(s) to the National AAUP Collective Bargaining Congress.

Article VIII.

Nominations, Elections and Chapter Votes

1. The Executive Council shall each year appoint an Elections/Voting Committee of five Chapter members, with at least one member from each voting constituency, and designate the immediate Past President to be the Chair. Members of the Elections Committee shall serve for terms of two years. No person shall serve on the Elections Committee more than two consecutive terms.
2. The Elections committee shall assure that elections occur as prescribed by the Chapter Constitution and Bylaws and shall oversee Chapter elections and membership votes.
3. Candidates for election may be nominated by petition of at least ten (10) Chapter members presented to the Chair of the Elections Committee by a date determined by the Committee.
4. A member shall not be a candidate for more than one office during each election cycle.
5. If a vacancy in an elected position occurs, the Executive Council may appoint a member from the appropriate constituency to that position on an interim basis to serve out the remainder of the term. The Elections Committee shall then nominate candidates to fill the offices at the next scheduled election. A vacancy occurring in the office of President shall be filled by the Vice-President (President-Elect). However, an appointed vice president cannot serve as president; in that event a special election must be held to elect a new president.
6. The Elections Committee shall solicit suggestions from the Chapter members and recruit candidates for Chapter offices to ensure fair distribution of candidates and to ensure at least two candidates per position.
7. Chapter officials are elected every two years:
 - a. Vice-President/President-Elect
 - b. Secretary-Treasurer
 - c. Two Basic Science Representatives to the Executive Council
 - d. Two Dental Representatives to the Executive Council
 - e. Two Medical Representatives to the Executive Council

f. Two At-Large Representatives to the Executive Council

8. The elected Vice-President is the President-Elect and shall serve as the President during the following term.

9. Chapter officials elected every three years include:

a. Four Medical members of the Collective Bargaining Council

b. Two Dental members of the Collective Bargaining Council

c. Two Basic Science members of the Collective Bargaining Council

10. Election and Vote Procedures

a. Chapter elections and votes shall be carried out by secret ballot, which does not preclude the use of mail or secure electronic voting methods. The Elections/Vote Committee shall have the responsibility for overseeing the distribution, collection, and counting of ballots. A mechanism for write-in candidates shall be provided on the ballots. The results of elections and votes shall be reported by the Elections/Vote Committee to the Executive Council, and the Executive Council shall certify the results.

b. For elections for officers and representatives to the Executive Council, a majority of the votes cast are needed to be elected. In case no candidate wins a majority of votes, a run-off election shall be conducted between the two candidates with the highest number of votes deciding the winner.

c. For election of representatives to the Collective Bargaining Council, election shall be determined by a plurality of votes.

d. In the case of a tie vote, the winner shall be decided by a coin toss.

e. Choice of affiliation with one of the three voting constituencies (Basic Science, Dental, and Medical) is left up to the member, but a member may only vote in one constituency per election. Chapter members shall indicate their constituency affiliation upon joining the Chapter and the Executive Council shall keep records of member affiliations. Chapter members may change their affiliation with no less than one month before mailing or notification of ballots for an election of officers or council representatives. Change of constituency is subject to the approval of the Elections/Vote committee. Ballots appropriate for each constituency shall be provided to Chapter members based on their chosen affiliation.

f. The Executive Council shall publish and circulate the nominated candidates to Chapter members.

g. Elections shall be carried out prior to June 1 each year, with terms of service to commence on July 1.

h. Election of Officers. Ballots shall be printed with the names of all nominees for each officer (President, Vice-President, and Secretary-Treasurer).

i. Election of At-Large members of the Executive Council. The names of all nominees for the At-Large members of the Executive Council shall be listed on the same ballots used to elect the Officers.

j. Election to the Executive Council from the Three Constituencies. Chapter members shall have the opportunity to vote for two Representatives to the Executive Council within one constituency, based on the member's choice of affiliation with one of the three constituencies.

k. Election to the Collective Bargaining Council. These elections shall be carried out when the terms of office of Collective Bargaining Council representatives expire – every three years. Chapter members who affiliate with the Medical constituency shall have the opportunity to vote for four members of the Collective Bargaining Council within their constituency. Chapter members who affiliate with the Dental constituency shall have the opportunity to vote for two members of the Collective Bargaining Council within their constituency. Chapter members who affiliate with the Basic Science constituency shall have the opportunity to vote for two members of the Collective Bargaining Council within their constituency.

Article IX.

Collective Bargaining

1. The UCHC-AAUP is the collective bargaining agent for the faculty of the University of Connecticut Health Center.

2. There shall be a Collective Bargaining Council consisting of the President, Vice-President/President-Elect, Secretary-Treasurer, two members from the Basic Science constituency, two members from the Dental constituency, and four members from the Medical constituency, elected as specified by Article VIII. (Nominations, Elections and Chapter Votes). The terms of constituency representatives shall be for three years.

3. The Collective Bargaining Council shall be chaired by the President or his/her designee.

4. The Collective Bargaining Council shall function with the oversight and approval of the Executive Council.
5. The Collective Bargaining Council shall appoint a Negotiating Committee, consisting of the Chief Negotiator and members and alternatives as deemed necessary and representing each of the Faculty constituencies, Medical, Dental and Basic Research.
6. The Collective Bargaining Council may invite non-voting *ad hoc* members to attend its meetings.
7. The Negotiating Committee shall be responsible for entering into contract negotiations with the Board of Directors based on the contract proposals approved by the Collective Bargaining Council.
8. A negotiated contract shall be submitted, upon the approval of the Executive Council, to the membership for ratification. Membership in the Chapter is necessary in order to vote on the contract ratification. Ratification of the contract shall occur upon a majority vote of members of UCHC-AAUP that is based on the number of UCHC-AAUP members voting. The Executive Council shall provide notice of the vote for contract ratification and a complete copy of the tentative agreement to every member of the bargaining unit not fewer than fourteen (14) days in advance of the vote and shall hold at least two informational meetings in the period leading to the ratification vote. Nonmembers may join UCHC-AAUP and participate in the vote upon submission of a valid membership form to UCHC-AAUP at least seven calendar days prior to the vote. Absentee or mail ballots requested in advance shall be allowed for contract ratification. Electronic voting may be used.
9. The Negotiating Team may propose that binding arbitration be pursued for a specific contract point at impasse. The decision to seek binding arbitration must be approved by the elected representatives of both the Collective Bargaining Council and the Executive Council.

Article X.

Standing Committees

- I. There shall be a Communications and Membership committee. Its purpose is to communicate the activities of Executive and Collective Bargaining Councils to the Chapter members as well as promote additional communications within the chapter, including publication of a newsletter, and to promote and maintain membership sufficient for operations of the Chapter.

2. There shall be a Government Relations committee. Its purpose is to maintain awareness of State actions affecting the faculty and to assist the Executive Council in developing union policies.
3. There shall be an Academic Affairs committee. Its purpose is to promote academic excellence and academic freedom by supporting faculty involvement in the governance of academic matters at the Health Center.
4. There shall be a Grievance Committee. Its purpose is to advise and support Chapter members pursuing administrative remedies for grievances within the Health Center and the University.
5. Chapter membership is necessary for service on standing committee, and any member in good standing may volunteer to serve on a committee. Committee membership must be approved by the Executive Council.

Article XI.

Removal of Elected Officers or Representatives to the Councils

- I. Whenever seven (7) members of the Executive Council or any fifty (50) active members of the chapter have reason to believe that any elected officer or council member is derelict or negligent in the performance of responsibilities and duties or has violated any provisions of this Constitution or of the Chapter Bylaws, they may initiate the following procedures:
 - a. Petition the immediate past President, if available, or chair of the elections committee 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 official.
 - b. The immediate past President, if available, or chair of the elections committee shall preside over such meeting and a moderator will be elected from among those members present as long as a quorum of 15% of Chapter members is present. Election of a moderator shall be the first order of business.
 - c. Those bringing the charges shall present their case and the accused shall have full opportunity to present a defense against the charges.
 - d. By majority of votes cast, those present at the meeting may decide to exonerate or censure the official. Voting to approve removal from office requires the majority of a membership vote to be held within seven days of such a meeting. Voting shall be by a method determined by the Elections/Vote Committee.

Article XII.

Amendments to the Constitution

- I. Amendments to this Constitution shall be proposed by petition signed by not fewer than fifty (50) Chapter members. The petition shall contain the complete wording of the proposed amendment.
2. The proposed amendment shall be published and distributed to each Chapter member.
3. Such amendments shall be considered at the next Chapter meeting, provided that ten (10) workdays have elapsed since the publication of the changes.
4. Ratification of an amendment to the Constitution requires the vote of two-thirds of the votes cast by Chapter members, using Chapter-wide mail or electronic voting.