

**ASSOCIATION OF PENNSYLVANIA STATE COLLEGE  
AND UNIVERSITY FACULTIES, INC.  
SLIPPERY ROCK CHAPTER BYLAWS**

**ARTICLE I – NAME**

The name of this organization shall be the Slippery Rock University Chapter of the Association of Pennsylvania State College and University Faculties, Inc. Herein after referred to as Chapter.

**ARTICLE II – PURPOSE**

The purpose of this organization shall be:

1. To promote among the Faculty of Slippery Rock University the highest type of professional practices; to encourage active participation in the solution of university problems and to seek always to maintain cordial relations between the Association and the President, Council of Trustees, students, other education institutions, and the general public.
2. To cooperate with other professional organizations;
3. To serve as the local chapter representative for the Slippery Rock University Faculty, and thereby, promote the Faculty welfare of the Slippery Rock University Faculty by seeking to improve salaries, tenure, sound retirement systems and other conditions of employment.

**ARTICLE III – MEMBERSHIP**

Section 1. All members of the Faculty of Slippery Rock University covered by the Faculty bargaining unit as defined by the APSCUF Collective Bargaining Agreement shall be entitled to membership upon payment of the annual dues.

## **ARTICLE IV – OFFICERS AND DELEGATES**

Section 1. The officers of the Chapter shall be 1) President; 2) Vice-President; 3) Secretary; 4) Treasurer; 5) two Members-At-Large.

Section 2. The terms of all officers shall be two years commencing May 1<sup>st</sup> after the election.

Section 3. Representatives to organization with which this Chapter may be affiliated shall be selected by APSCUF. Insofar as possible, they shall be selected at the same time and manner as other officers of this Chapter are selected.

Section 4. Election of officers and executive committee members shall take place prior to April 15<sup>th</sup> of even numbered years. Election of other elected committee members, except members of the Nominations and Elections Committee, shall take place each year prior to April 15<sup>th</sup> with staggered terms. The election shall be conducted by secret ballot. To be elected, officers and committee members must receive the largest number of votes cast and votes from at least 40% of those members voting in the election for that position. If no candidate for a single position receives at least 40%, the top two candidates will be on the ballot for a run-off election. If all positions in a multiple seat election are not filled satisfying the 40% rule, a run-off election will be held with the remaining top candidates, one more than the number of unfilled seats.

Section 5. The officers of the Chapter shall perform such duties as customarily devolve on their offices; specifically:

1. The President shall preside over all meetings of the Chapter and its Executive Committee, be the chief executive officer, and be first delegate to the APSCUF State Legislative Assembly of Delegates as long as he/she remains in office, and be ex officio member of all committees,
2. The Vice-President shall succeed to the Presidency in case of a vacancy in that office,
3. the Secretary shall keep the records of all meetings of the Chapter and Executive Committee, shall maintain an accurate list of members, and keep the membership informed of activities of both the local and Chapter and State APSCUF,
4. the Treasurer shall be custodian of the funds of the Chapter and shall deposit such funds in a bank selected by the Executive Committee and disburse according to the instructions of the Executive Committee.

Section 6. The delegates and alternate delegates to the statewide Legislative Assembly shall be elected according to the regulations specified in the APSCUF state by-laws. Delegates and alternate delegates shall serve two-year terms with one-half being

elected one year, and one-half, the following year. Should a vacancy occur in a delegate's position, the vacancy must be filled by a regular special election. Delegates and alternate delegates shall represent the local Chapter as a member of the Legislative Assembly. The elected officers of the Chapter, as listed in Article IV, Section 1, other than president, also serve as alternate delegates.

## **ARTICLE V – EXECUTIVE COMMITTEE**

Section 1. The Executive Committee shall consist of the Officers of the Chapter, the immediate Past President, and the Chairpersons of the CAP, Gender Issues and Social Justice, Grievance, Legislative, Membership, Negotiations, and a representative from the Faculty Professional Development Committee, who is an APSCUF member. There shall also be a representative from the non-faculty coaches, elected by the non-faculty coaches

Section 2. The Executive committee is authorized to transact the business of the Chapter to arrange to deposit its money, and to pay its bills.

Section 3. Except that of the President, when a vacancy occurs in any office or elective position, delegates to the Legislative Assembly, members of any Contract Committees and members of the Nominations and Elections Committee, the Executive Committee shall be empowered to name a replacement for the unexpired term. The suggested replacement is subject to ratification by the membership at its next regularly scheduled meeting. Should the membership not ratify the replacement, nominations must be made from the floor and election by secret ballot must be conducted if more than one nomination should occur.

## **ARTICLE VI – MEETINGS AND QUORUM**

Section 1. The Chapter shall meet at least twice each semester, at a time and place selected by the Executive Committee.

Section 2. Special meetings may be called by the President, the Executive Committee, the Nominations and Elections Committee, or upon petition of twenty members of the Chapter to the President who then must call a meeting within ten (10) class days.

Section 3. Fifteen percent of the membership shall constitute a quorum at any regular or special meeting of the Chapter or its bargaining units.

Section 4. At least twenty-four (24) hours notice shall be given for all meetings.

## ARTICLE VII – COMMITTEES

### Section 1. Elected Committees.

APSCUF committee chairpeople will be elected by the committee with the approval of the Chapter President.

1. Nominations and Elections Committee:

1. The committee will be composed of 10 members, two from each of the following areas of the University:

The College of Humanities, Fine and Performing Arts

The College of Health, Environment, & Sciences

The College of Education

The College of Business, Information, *and Social Sciences* and the Library and Academic Non-teaching Faculty.

2. Members of this Committee will be elected at a membership meeting held during the second semester of odd numbered years. Members will serve a two-year term commencing immediately after their election.
3. Nominations for membership on this committee will be received from the floor.
4. A current officer of the local Chapter, as listed in Article IV, Section 1, may not serve on this committee. If a member of the committee wishes to become a candidate as an officer of the Chapter, he/she must resign from the committee.
5. This committee shall conduct all regular and special elections of the Chapter, and the Faculty.

2. Negotiations Committee:

1. The committee will be composed of seven (7) members, elected at-large for staggered two-year terms to assure continuity.
2. The functions of this committee shall be to collect and prepare suggested changes and/or additions to the Collective Bargaining Agreement from among the members and to serve in such other capacities as are necessary. Information gathered by this committee shall be communicated to the State Negotiations Committee.

3. Grievance Committee:

1. The faculty committee shall be composed of four (4) elected members, elected to staggered two-year terms to assure continuity. In addition, one coach

representative and one coach alternate will be elected by the coaches bargaining unit for a two-year term to assist **coaches**.

2. The Chairperson of the faculty Grievance Committee shall be appointed by, and serve at the pleasure of, the Chapter President. The President may appoint one of the four (4) elected or choose another APSCUF member to act as chairperson and become an additional member of the committee.
1. This committee shall be responsible for processing grievances according to the terms and conditions of the Collective Bargaining Agreements and shall establish procedures and policies for its own internal operation. h procedures and policies for its own internal operation.

Section 2. – Contract Committees. The following Contract Committees will be elected by the members of the faculty at an election conducted by the Chapter prior to April 15. To assure continuity, one-third of the Promotion Committee and one-half of the Tenure and Sabbatical and University Curriculum Committees will be elected each year.

1. Promotion Committee:

1. The committee shall be composed of nine (9) tenured Faculty members, two from each of the following areas of the University with no more than one person from a department:
  - the College of Humanities, Fine *and* Performing Arts
  - the College of Health, Environment, & Science
  - the College of Business, Information, *and Social Sciences*
  - the* College of Educationand one faculty member from the Library and Academic Non-teaching Faculty.
2. This committee shall function under the rules and procedures adopted by agreement with the Commonwealth of Pennsylvania pursuant to the Collective Bargaining Agreement.

2. Tenure and Sabbatical Committee:

1. The committee shall be composed of nine (9) tenured faculty members, two from each of the following areas of the University with no more than one person from a department:
  - the College of Humanities, Fine and Performing Arts
  - the College of Health, Environment, & Science
  - the College of Education

the College of Business, Information, *and* Social Sciences and one from the Library and academic Non-teaching Faculty.

2. This committee will function under the rules and procedures adopted by agreement with the Commonwealth of Pennsylvania pursuant to the Collective Bargaining Agreement.
3. University Curriculum Committee:
  1. The committee will be composed and operate according to the RULES OF PROCEDURE of the UNIVERSITY CURRICULUM COMMITTEE, as approved by vote of Slippery Rock APSCUF membership.

Section 3. Appointed Committees. Each of the following standing committees shall be appointed by the Executive Committee and serve subject to ratification by the membership at the next regular meeting or at a special meeting called for that purpose.

- a) Membership and Special Services Committee (3 members), which will promote membership in the Chapter and its affiliates and sponsor their special services.
2. Legislative Committee (3 members), which will, in cooperation with like committees of APSCUF and other affiliates, develop, present and advocate such local, state and national legislation as will advance the purposes of the Chapter.
- c) Gender Issues and Social Justice Committee will be composed of six (6) members – (2) appointed by APSCUF Executive Committee and (4) elected to two year staggered terms. No two Members will be from the same department. The committee chair will be a member of the State Gender Issues and Social Justice Committee.

The Gender Issues and Social Justice Committee at Slippery Rock University will identify university policies and procedures that perpetuate unfair disadvantages for marginalized faculty groups. Once these policies and procedures have been identified, the committee is charged with researching and proposing solutions or resolutions to local APSCUF leadership and/or university administration.

The focus of the committee shall be policies that create disadvantages on the basis of age, disability, gender, marital status, national origin, race, religion, sexual orientation, gender identity, and other attributes (as deemed by the committee to be marginalizing).

The committee will receive and gather information regarding the above, and bring that information and recommendation to the State Executive

Council and State Gender Issues and Social Justice Committee. In addition, the committee shall provide regular and timely reports to local APSCUF leadership and the State GISJ Committee, assisting both entities with related projects as assigned.

Section 4. Additional standing and/or special committees may be created at regular or special meetings of the membership or by the Executive Committee, with members to be selected according to appropriate procedures outlined in the by-laws, Article VII, Section 4.

- a) Committee for Action Through Politics (3 members), which will, in cooperation with the Legislative Committee recommend political candidates to local APSCUF for campaign support. The committee chairperson will be elected by CAP membership in even numbered years.

Section 5. All committees shall elect a chairperson from the membership of the respective committees.

Section 6. All committees shall adhere to all rules and procedures adopted by the membership or as outlined in the by-laws, Collective Bargaining Agreement, and Robert's Rules of Order.

## **Article VIII – RECALL OF ELECTED OFFICE HOLDERS**

Section 1. Any officer, delegate, or elected committee member of the Chapter shall be subject to recall from office by the membership upon presentation to the Executive Committee of a petition requesting such action signed by at least 25% of the members of the Chapter. The petition shall be presented to the Nominations and Elections committee who will determine its validity and will schedule a special meeting of the membership within ten (10) class days verifying the authenticity of the petition.

Section 2. A two-thirds vote of the membership in attendance at the special meeting is required to recall any holder of an elective position.

Section 3. The recall vote shall be conducted by the Nominations and Elections Committee. In case of recall, the officer's term shall terminate immediately.

## **ARTICLE IX – DUES**

Dues of the Local Chapter shall be determined and governed by State APSCUF.

## **ARTICLE X – FISCAL RESPONSIBILITY**

Section 1. The Chapter shall secure and pay for an indemnity bond covering all officers who handle Chapter funds. The Executive Committee shall make the necessary arrangements and contract for the bond.

Section 2. At the first meeting in the spring semester, an auditing committee of three members shall be selected. They shall audit the accounts as of the close of business on April 15 and make their report to the membership at the first meeting in the fall.

## **ARTICLE XI – PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert’s Rules of Order shall govern the Chapter in all cases to which they are applicable, and in which they are not inconsistent with these By – Laws or the special rules of order of this Chapter, State By – Laws, and the Collective Bargaining Agreement.

## **ARTICLE XII – AMENDMENTS**

These By – Laws may be amended at any regular or special meeting of the Chapter by a two-thirds vote of those members present and voting at which a quorum is present. Additionally, intent to submit an amendment and its nature must be provided in writing with at least ten days notice to the membership.

Amended 09/25/1997

Amended 02/06/2001

Amended 12/02/2003

Amended 03/04/2004

Amended 09/29/2005

Amended 02/23/2006

Amended 11/29/2007