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BYLAWS
UNIVERSITY OF WEST FLORIDA CHAPTER
FOR THE
UNITED FACULTY OF FLORIDA

ARTICLE I

This organization shall be known as "The University of West Florida Chapter of the United Faculty of Florida."

ARTICLE II
Objectives

Section 1. To bring faculty and professional employees of universities into a relationship of mutual assistance and cooperation in order to obtain for them the rights and privileges to which they are entitled.

Section 2. To promote a democratization of the university that will enable members better to serve the people of the State of Florida.

Section 3. To achieve and safeguard academic freedom.

Section 4. To oppose racism, sexism, and other forms of arbitrary discrimination in the State System.

ARTICLE III
Membership

Section 1. All faculty and professional employees in the United Faculty of Florida bargaining unit shall be eligible for membership.

Section 2. Associate membership, without the right to vote, shall be open upon the approval of the Executive Committee to members who retire or withdraw from the profession and wish to maintain affiliation.

Section 3. No discrimination shall be shown towards members or applicants for membership, because of age, race, sex, religion, handicap, political activities, or belief.

ARTICLE IV
Officers and Executive Council

Section 1. On a two-year cycle, the membership shall elect by secret ballot a President, a Vice President for Grievances, a Vice President for Collective Bargaining, a Secretary, a Treasurer, Senators, and a Membership Officer. The newly elected officers shall assume their respective offices August 8.

Section 2. The President of each Chapter or his or her representative shall serve as a member of the United Faculty of Florida Senate.

Section 3. The Executive Council shall be composed of the elected officers and the Chairpersons of Standing Committees.

Section 4. The President, Vice President for Grievances, and Vice President for Collective Bargaining may serve consecutive terms in the same office.

ARTICLE V Referenda and Recall

Section 1. Proposed actions, including amendments to the Bylaws and recall of elected officials, shall be submitted to a referendum vote by order of a membership meeting or the Executive Council or by request of at least twenty percent of the membership. The Executive Council shall ensure that there is ample opportunity for pro and con arguments among the membership and shall ensure that the membership has the opportunity to vote by a fair and secret ballot.

ARTICLE VI Rules of Order

Section 1. Robert's Rules of Order, Revised, shall govern in all cases not governed by the Bylaws.

ARTICLE VII Committees

Section 1. Standing committees shall be:

- (1) Political Action Committee
- (2) Women and Minority Rights Committee

Section 2. The Executive Council shall appoint the members of each standing committee and shall designate one of them as chairperson.

ARTICLE VIII Duties of Officers and Executive Council

Section 1. The President shall preside at all Executive Council and Chapter meetings. He or she shall be an ex-officio member of all committees, shall sign all necessary documents and papers, shall be responsible for forming all ad hoc committees, and shall represent the Chapter when necessary. He or she shall make reports at membership meetings.

Section 2. The Vice President for Grievances shall be responsible for all matters pertaining to Chapter grievances. He or she shall provide periodic reports to the Executive Council regarding the status of grievances filed by Chapter members. He or she will appoint, with the approval of the Executive Council, an alternate who will be authorized to handle grievances, filed by UWFIUFF Chapter members.

Section 3. The Vice President for Collective Bargaining will serve as the Chapter's representative on the UFF Bargaining Team. He or she will provide periodic reports to the Executive Council regarding the status of bargaining efforts.

Section 4. The Secretary shall keep minutes of all Executive Council and membership meetings and distribute or supervise the distribution of minutes and other Chapter communications to the membership. Additional duties may be prescribed by the Executive Council.

Section 5. The Treasurer shall be the chief financial officer of the Chapter, shall exercise supervision over the receipt and disbursement of all monies, properties, securities, and other evidences of financial worth of this organization and shall prepare financial statements. He or she shall perform or supervise such duties under the direction of the Executive Council.

Section 6. The Senator serves as the Chapter's representatives to and a member of the UFF Senate. He or she is required to attend a majority of the UFF Senate meetings, usually three a year. He or she shall make periodic reports to the Executive Council.

Section 7. The Membership Officer shall perform all duties agreed to by the Executive Council to improve and sustain membership. He or she shall make periodic reports to the Executive Council concerning membership.

Section 8: The Executive Council shall administer the policies of the United Faculty of Florida. It shall have the power to act for the good of the Chapter in emergency situations where policy cannot be set by the membership. The Executive Council shall also have the power to employ persons on a full or part-time basis.

ARTICLE IX Duties of Standing Committees

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

Section 2. The Political Action Committee shall supervise and coordinate all political activities of the Chapter.

Section 3. The Women and Minority Rights Committee shall carry out a commitment to affirmative action within the internal governing structure of the Chapter and be committed to selected, balanced representation with due regard to proportional representation of ethnics, minorities, and women.

ARTICLE X Meetings

Section 1. A membership meeting shall be held in the fall and spring semesters. The election of officers shall take place March 15.

Section 2. The Executive Council shall hold regular monthly meetings. Special meetings may be called by the President or a majority of the Executive Council. All meetings are open to the membership.

Section 3. Special meetings may be called by the Executive Council or by petition of ten percent of the membership of the Chapter.

ARTICLE XI Amendments

Section I. The Bylaws may be amended as follows:

The proposed amendment shall be submitted to the membership five days prior to the vote. The proposed amendment shall be submitted in writing to the membership five days prior to a membership meeting. In lieu of a meeting, the Executive Council may hold a vote utilizing electronic mail or mailed paper ballots. However, any changes must still be submitted to the membership in writing five days prior to such vote. A majority of those voting electronically or by paper vote shall be sufficient to adopt the amendment.