(03/31/09)

# Constitution of St. John's University Chapter of the American Association of University Professors

**Article** I - **Purposes**

Section 1. The St. John's University Chapter of the American Association of University Professors shall have as its main purpose the purposes of the Association as stated in Article I of the Association's Constitution--- "To facilitate a more effective cooperation among teachers and research scholars in universities and colleges, and in professional schools of similar grade, for the promotion of the interests of higher education and research, and in general to increase the usefulness and advance the standards, ideals, and welfare of the profession."

Section 2. Additional objectives of St. John's University Chapter of the American Association of University Professors shall include:

1. Promoting and protecting the professional status, dignity and prestige of its members and of the entire faculty as university professors;
2. Providing the opportunity for free and independent discussion of common interests and problems, and sponsoring appropriate means for dealing with these effectively;
3. Sponsoring studies and making information available concerning the status of university professors in this and other institutions, in matters such as salary, tenure, promotion, sabbatical leaves, voice in university affairs, etc.;
4. Making representation through appropriate channels in the interests of the

faculty as the occasion suggests;

1. Maintaining high standards of scholarship and professional competence among its members and the university as a whole;
2. Promoting research and scholarly projects, especially by making available

information concerning funds for these purposes;

1. Discussing and making available information concerning ideas for improving methods of instruction, the curriculum, the direction of research, faculty-student relations, and the general intellectual level of the university.

# Article II -Membership

Section 1. Membership in the St. John's University Chapter of the American Association of University Professors shall be open to all faculty members at St. John's University.

Section 2. Categories and powers of membership shall be prescribed by the regulation of the national Association.

Section 3. Members may be expelled for cause by a two-thirds vote of the Executive Council after opportunity for a hearing. The decision of the Executive Council shall not take effect until after the next meeting of the Chapter.

**Article** Ill - **Officers**

Section 1. The regular officers of the Chapter shall be the President, a Vice-President, a Corresponding Secretary, a Recording Secretary, and a Treasurer.

Section 2. Commencing with the elections for the 2009-2010 academic year, the term of office for the President, the Vice-President , the Corresponding Secretary , the Recording Secretary and the Treasurer shall be two years. It shall commence on the first of July and terminate on the thirtieth of June, unless shortened by death, resignation, ineligibility or departure.

Section 3. All officers are eligible to serve more than one term.

Section 4. The President and Vice-President shall exercise those duties usually associated with these officers.

1. The President shall preside at meetings of the Chapter and of the Executive Committees.
2. "The chairmen of all authorized committees except the Nominating Committee shallbe appointed by the President who will be an ex officio member of all committees except the Nominating Committee. The Nominating Committee shall choose its own chairman."
3. In case of temporary or permanent inability of the President to discharge the function of his office , the Vice-President shall exercise the duties of the President.

Section 5. The Corresponding Secretary shall prepare the business for the Chapter meeting, shall attend to the correspondence of the Chapter and shall be responsible for the non-financial records of the Chapter.

Section 6. The Recording Secretary shall keep the minutes of Chapter meetings. These minutes must subsequently be submitted to the Chapter for approval.

Section 7. The Treasurer shall receive all moneys and deposit them in the name of the Association . He is responsible for the accurate keeping of financial records . He shall pay all bills authorized by the President. He shall make an annual report to the Chapter at its last meeting of the academic year and such other reports as the Executive Council or the President may direct.

Section 8. Duties of the Chapter President shall include official representation of the Chapter at National, State, and Collective Bargaining Congress meetings. Should the President not be able to attend, the duties shall fall, successively, to the Vice President, Corresponding Secretary, Recording Secretary , and Treasurer in that order. Should the Chapter become eligible for more than one official delegate, the Vice President, Corresponding Secretary, Recording Secretary, and the Treasurer shall assume the role(s) in that order, and should substitution become necessary, such substitution shall occur in the same order.

# Article IV- Executive Council

Section 1. The Executive Council shall consist of the elected officers of the Chapter, and ten elected members, seven of whom shall each represent an educational unit ot the University (i.e. the College of Business Administration, The College of Pharmacy and Allied Health Professions, Notre Dame College, St. John's College of Liberal Arts and Sciences, the School of Education and Human Services, St. Vincent's College, and the University Library) and three of whom shall be members at large. Commencing

with the elections for the 2009-2010 academic year, the elected Council members shall serve for a two­ year term which shall commence on the first day of July and terminate on the thirtieth of June.

Section 2. The Executive Council shall carry out the purposes of the Chapter, and, when authorized, act for the Chapter. The functions of the Council shall include:

1. To determine the annual Chapter dues and the regulations governing their payment;
2. To construe the provisions of the Constitution. The decision of the Council may, upon application of one-tenth of the Chapter membership, be brought before the Chapter ;
3. To determine the time, place and program of Chapter meetings;
4. To authorize the establishment of Chapter committees;
5. To instruct the President and other elected officers of the Chapter on matters of policy;
6. To make recommendations to the Chapter through the President;
7. To coordinate, together with the Collective Bargaining Team, the participation of the Chapter in the collecting bargaining procedures of the University.

Section 3. The Recording Secretary shall take the minutes of the meetings of the Executive Council. These minutes shall be available to all Chapter members.

Section 4 . All decisions of the Executive Council may be overruled by a simple majority of the Chapter membership present and voting.

# Article V - Election of Officers

Section 1. Only active members who are members of the National Association are eligible for election as officers of the Chapter and as members of the Executive Council. Nominations for offices to be filled shall be made by a Nominating Committee of three or more members not officers or Executive Council members. This committee shall be appointed by the President with the advice and consent of the Executive Council.

* 1. The Nominating Committee shall seek the advice of Chapter members and submit in writing the names of the nominees to the Chapter Corresponding Secretary;
  2. In nominating officers, there should be as broad a representation of the schools of the University as possible;
  3. Nominations may also be made upon the petition of one-tenth of the active Chapter members ;
  4. The list of nominees and background information about them shall be prepared by the Corresponding Secretary and distributed to all active members not less than one week before the nomination meeting of the Chapter;
  5. At the nomination meeting of the Chapter, nominations may be made from the floor.

Section 2. (i) Elections will be conducted according to procedures established at a meeting of the Chapter. Once adopted , such resolution remains in force until amended. Such resolution may not be adopted or amended at the nomination meeting of the Chapter;

(ii) All active members of the Chapter who are also members of the National Association are eligible to vote for officers and members of the Executive Council;

Section 3. The ballots shall be counted by any member of the Nominating Committee and by a neutral observer chosen by the Nominating Committee and the results announced. A nominee receiving a majority of all votes cast for a given office shall be elected thereto. When no nominee has received a majority of all votes cast for a given office, the active members shall by another bailor elect one from among those nominees (not exceeding two in number unless there is a tie for second place) who

received the most votes .

Section 4. Any dispute involving the eligibility of a candidate, eligibility to vote, or the election returns shall be decided by the Executive Council. The decision of the Executive Council may be over-ruled by a simple majority of the Chapter membership.

Section 5. Vacancies occurring in any post except that of the President shall be filled by an appointment made by the President with the consent of the Executive Council. The appointment will remain in effect until the next election.

# Article VI -Meetings

Section1. At least four meetings shall be held each academic year. Meetings shall normally be called by the President with the advice and consent of the Executive Council. Notice of the meeting must be given at least two weeks in advance, except in the cases of emergency.

1. Special meetings shall be called within one week by the President upon the application of

one-tenth of the active Chapter members;

1. Twenty-five percent of the active members in good standing shall constitute a quorum to do business;
2. Robert's *Rules of Order* shall be observed in conducting all meetings of the Chapter and of the Executive Council except instances where the constitution specifically provides otherwise.

Section 2. All decisions and policies approved at a Chapter meeting will be executed by the elected officers and the Executive Council members.

# Article VII - Collective Bargaining

Section1. The members of the Collective Bargaining Team representing the Chapter shall be members of the Chapter and the National Association. They shall be appointed annually by the President with the approval of the Executive Council.

Section 2 A Collective Bargaining Agreement shall not become effective until ratified by the active members of the bargaining unit;

Section 3. There shall be a Grievance Committee consisting of the President and not more than four grievance officers appointed annually by the President of the Chapter who are paid members of the National Association. Grievance officers must be members of the Chapter and members of the National Association.

# Article VIII- Amending Process

Section1. Amendments may be introduced by the President or any three elected officers, by the Executive Council or by ten Chapter members.

Section 2. Amendments must be circulated at least two weeks prior to the vote on amendment.

Section 3. Amendments must be approved by a two-thirds majority of the Chapter members present at a regular or specially convoked meeting with two week notification.

Section 4. No amendments may be voted on at meetings held during vacation periods.