

Montclair State University Federation of Teachers
Local 1904, American Federation of Teachers, AFL-CIO
CONSTITUTION

ARTICLE I. NAME

Section 1. This organization shall be known as the American Federation of Teachers, Local 1904, AFL-CIO.

Section 2. Hereinafter this organization shall be referred to as AFT Local 1904.

ARTICLE II. GUIDING PRINCIPLES

Section 1. To promote the unionization of faculty, professional staff, librarians, and clinical/instructional specialists, and other employees of Montclair State University.

Section 2. To participate in Statewide negotiations and conduct Local negotiations on terms and conditions of employment and to otherwise represent full-time and part-time faculty, professional staff, and librarians at Montclair State University.

Section 3. To protect the rights and privileges of full-time and part-time faculty, professional staff, and librarians at Montclair State University by securing the conditions necessary to facilitate the provision of high-quality professional services.

Section 4. To work toward the overall collective good of our members through vigorous advocacy, representation and contract enforcement. This shall be achieved through grievance processing and enforcing state-wide and local policies and practices that AFT Local 1904 has been instrumental in crafting.

Section 5. To advocate for the enhancement of and access to quality education at Montclair State University.

Section 6. To remain vigilant and proactive on social justice issues impacting quality of life and access to public education in New Jersey, as well as the ways in which these social justice issues enhance the terms and conditions of employment at Montclair State University.

Section 7. To support and cooperate with organized labor and the labor movement to promote a quality educational experience at Montclair State University and other higher education and PreK-12 educational institutions throughout New Jersey, the nation and beyond.

ARTICLE III. MEMBERSHIP

Section 1. Membership is open to all full-time and part-time faculty, professional

38 staff, librarians, clinical/instructional specialists, as well as any other employees in
39 the bargaining unit represented by the Local at Montclair State
40 University. Adjunct faculty are not eligible for membership of AFT
41 Local 1904 except as members of the retiree group.

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43 Section 2. AFT Local 1904 is open to all and there shall be no discrimination on
44 the basis of gender, race, ethnicity, national origin, religion, sexual
45 orientation, age, disability, gender identity, marital status, domestic
46 partnership or political belief pertaining to any aspect of the policies,
47 procedures and practices of AFT Local 1904.

48 ARTICLE IV. OFFICERS AND ELECTIONS

49 Section 1. AFT Local 1904 shall have the following 14 elected officers which will
50 constitute the Officers Group: a President, a Vice-President for Internal
51 Affairs, a Vice-President for External Affairs, a Vice-President for
52 Negotiations (Chief Negotiator), a Vice-President for Personnel
53 (Grievance Officer), a Treasurer, a Recording Secretary, a Faculty
54 Coordinator, a Faculty Negotiator, a Professional Staff Coordinator, a
55 Professional Staff Negotiator, a Librarian Coordinator, a Specialist
56 Coordinator, and an Organizing Coordinator. A Montclair State
57 University Senate Liaison between AFT Local 1904 and the Montclair
58 State University Senate will be appointed by consensus of the elected
59 officers, in coordination with the University Senate.

60 Section 2. The term of office for each elected officer shall be two years. The
61 Officers shall begin their term of office on May 1st after their election
62 and shall serve until the 30th day of April after the next election unless
63 they have resigned, retired or have been recalled.

64 Section 3. Officers shall be elected by a majority of the voters in a secret ballot
65 conducted in even-numbered years during the Spring semester. For any
66 office, if no majority is obtained on a first-ballot, a run-off election shall
67 be held between the two candidates with the highest vote. Such run-off
68 elections shall also be conducted by secret ballot.

69 Section 4. The Elections Committee, consisting of three members and approved
70 by the Executive Board, shall conduct elections of all officers.
71 Appointed by the President, the elections committee shall present a
72 slate of candidates at the March Membership Meeting of even-
73 numbered years. Nominations from the floor may also be made at the
74 Membership Meeting at which the Elections Committee presents its
75 nominations. There shall be no write-in options on the ballot.

76 Section 5. If an officer or representative resigns or retires during their term of
77 office, a replacement shall be elected by means of timely election.

78 Section 6. Election to AFT Local 1904 office requires that all nominees for office

79 must be members of AFT Local 1904 in good standing at the time of
80 nomination.

81 Section 7. Delegates to the Council of New Jersey State College Locals shall be
82 elected at the same election as all the officers above. The number shall
83 be based on membership as prescribed by the Constitution of the
84 Council of New Jersey State College Locals. The President and Vice-
85 President for External Affairs serve as Council Delegates, ex-officio. All
86 nominees for office must be members of AFT Local 1904 in good
87 standing at the time of nomination.

88 ARTICLE V. THE EXECUTIVE BOARD

89 Section 1. The Executive Board shall consist of Officers, State Council Delegates,
90 Negotiation Team members, Grievance Committee members, Audit
91 and Finance Committee members and Stewards. The President with the
92 approval of the Officers shall appoint other Executive Board members
93 if the need arises.

94 Section 2. The Executive Board shall review the budget, policies and direction of
95 AFT Local1904 as set by officers and the membership at regular
96 meetings. It shall have the power to act in emergency situations where
97 the policy cannot be set by the membership. A quorum of the
98 Executive Board shall consist of 15 members.

99 Section 3 The Executive Board will meet twice yearly, once in the Fall and once
100 in the Spring. The Executive Board may have additional meetings as
101 required. Executive Board meetings are called and arranged by the
102 Vice-President for Internal Affairs.

104 Section 4. The chairperson of the Executive Board shall be the AFT Local1904
105 Vice-President for Internal Affairs.

106 Section 5. The Executive Board does not have the power to expend funds or
107 employ personnel but can make recommendations to the Officers for
108 consideration and implementation.

109 Section 6. The Executive Board shall publish its minutes and present as
110 appropriate at Membership Meetings.

111 ARTICLE VI. COMMITTEES

112 Section 1. The following shall be the Standing Committees of AFT Local1904:
113 State Council Delegates, Grievance Committee, COPE Committee,
114 Recruitment and Membership Committee, Negotiations Team,
115 Elections Committee, Audit Committee, and Finance Committee. Other
116 standing committees may be created by the officers and approved by
117 the membership as appropriate.

118 Section 2. All members of AFT Local 1904 in good standing are eligible to serve
119 on committees. The President, subject to approval by the Executive
120 Board, shall appoint chairpersons of committees.

121 ARTICLE VII. MEETINGS

122 Section 1. Membership Meetings are set by the "Dates Reserved for Meetings" as
123 generated by the Provost's office in consultation with the AFT Local
124 1904. The President shall determine the time and place of meetings.

125 Section 2. The President can call a Special Membership Meeting, with the
126 approval of the Officers, when the need arises outside of the regular
127 published dates and/or times.

128 Section 3. There shall be at least six regular membership meetings and two
129 Executive Board meetings during the regular academic year. The
130 Officers will meet regularly.

131 Section 4. *Robert's Rules of Order, Revised*, governs the conduct in all Officer,
132 Executive Board and Membership Meetings and takes precedence
133 where this constitution and/or bylaws are silent on a particular
134 governance issue.

135 ARTICLE VIII. AFFILIATIONS

136 Section 1. AFT Local 1904 shall maintain affiliation with the following organizations:

137 a. *AFT National* and participates at the AFT National Convention by
138 sending the President and Vice-President for External Affairs on
139 alternating years when the convention is held. Council delegates
140 serve ex-officio as national convention delegates but are sent to the
141 national convention only at the approval of the Officers when
142 appropriate and there are available funds to do so.

143 b. *The Council of New Jersey State College Locals (CNJSCL)*, AFL-CIO.
144 AFT Local 1904 shall maintain full and current membership in the
145 Council.

146 c. *The American Federation of Teachers New Jersey (AFT NJ)*.

147 d. *The Essex-West Hudson Labor Council*

148 e. *The New Jersey AFL-CIO*

149 f. Other organizations, as deemed appropriate by the Officers and
150 Executive Board.

151 Section 2. Every reasonable effort shall be made by AFT Local 1904 to pay the
152 actual expenses of delegates and/or representatives to meetings and
153 conventions of affiliated organizations.

154 Section 3. Delegates to affiliated organizations shall be members of AFT Local
155 1904 in good standing.

156 ARTICLE IX. DUES and FINANCES

157 Section 1. The amount and manner of payment of dues shall be specified in the
158 Bylaws. Any modification of the amount and/or manner of payment of
159 dues shall be enacted by a modification of the Bylaws according to
160 established procedures for same.

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162 Section 2. Additional finances may be obtained through interest bearing deposits,
163 investments as advised by the Finance Committee and by various fund-
164 raising activities including but not limited to advertisements on the
165 Local's webpage, newsletters and other published documents.

166 ARTICLE X. AMENDMENTS

167 Section 1. Amendments to this Constitution and/or the Bylaws may be initiated by
168 the Vice-President for Internal Affairs, in consultation with the Officers.
169 Proposed amendments shall be presented for a first reading at a
170 regularly scheduled AFT Local 1904 Membership Meeting
171 (Membership Meeting). Additionally, any member in good standing
172 may propose amendments to this Constitution and/or the Bylaws at a
173 Membership Meeting. If such proposed amendments are accepted by
174 the vote of a majority of members present, a first reading of these
175 proposed amendments shall be held at the next Membership Meeting.
176 Following a first reading, the proposed amendments will be sent via
177 email to the Membership, as well as posted on the AFT Local 1904
178 website, at least ten (10) working days prior to the subsequent
179 Membership Meeting. At the subsequent Membership Meeting, there
180 shall be a second reading, followed by a vote on the proposed
181 amendments, at that meeting. A two-thirds majority vote of all
182 members present at the Meeting shall be sufficient for adoption. If any
183 member calls for a secret ballot, that request shall be honored.