

COUNCIL of NJ STATE COLLEGE LOCALS BYLAWS
Revised 12-1-17

ARTICLE I: Duties of Officers

The following delineates the job descriptions of the following members of the Executive Committee of the Council of New Jersey State College Locals.

- A. President:** the President of the Council shall perform the duties as described in Article Four, Section 5 of the Council Constitution and shall chair the Negotiations Committee and the Council Staff Compensation Committee, and supervise Council staff as needed. The President shall report her/his activities to the Council Executive Committee and at all Council Delegate Assembly meetings.
- B. Executive Vice President:** the Executive Vice President shall perform the duties as described Article Four, Section 6 of the Council Constitution and shall chair the Grievance Committee. The Executive Vice President shall chair other committees as determined by the Council President.

The Executive Vice President shall keep the Council President informed of the proceedings of any committee he/she chairs and report committee proceedings to the Council Delegate Assembly at least once a semester.

- C. Vice President:** the Vice President shall perform the duties as described in Article Four, Section 7, chair the Local Negotiators Committee and the Local Membership Recruiters Committee. The Vice President shall chair or co-chair other committees as determined by the Council President.

The Vice President shall keep the Council President informed of the proceedings of any committee he/she chairs and report committee proceedings to the Council Delegate Assembly at least once a semester.

- D. Secretary:** the Secretary shall perform the duties as described in Article Four, Section 8 of the Council Constitution.
- E. Treasurer:** the Treasurer shall perform the duties as described in Article Four, Section 9 of the Council Constitution and in Articles IV and V of the Council Bylaws.
- F. Adjunct Faculty Representative:** the Adjunct Faculty Representative, with the assistance of Council staff, shall chair the Adjunct Faculty Committee of the Council. The Chair of the Adjunct Faculty Committee shall keep the Council President informed of committee proceedings and report committee proceedings to the Council Delegate Assembly at least once each semester.

- G. Legislative Representative:** the Legislative Representative shall:
1. Chair the Legislative Committee coordinating Committee activities with Council staff, coordinating initiatives with other unions/groups, etc.
 2. Assist in formulating Council positions to be brought to legislators and/or regulatory agencies of federal and state bodies.
 3. Coordinate lobbying activity with the Council's lobbyist(s).
 4. Help organize statewide initiatives to attain Council goals.
 5. Keep the Council President informed of the committee's proceedings and report committee proceedings to the Council Delegate Assembly at least once a semester.
- H. Librarian Representative:** the Librarian Representative, with the assistance of Council staff, shall chair the Librarian Committee of the Council. The Chair of the Librarian Committee shall keep the Council President informed of committee proceedings and report committee proceedings to the Council Delegate Assembly at least once each semester.
- I. Professional Staff Representative:** the Professional Staff Representative, with the assistance of Council staff, shall chair the Professional Staff Committee of the Council. The Chair of the Professional Staff Committee shall keep the Council President informed of committee proceedings and report committee proceedings to the Council Delegate Assembly at least once each semester.

ARTICLE II: Officers and Representatives Stipends

President	\$45,797.93
Executive Vice President	\$14,393.65
Vice President	\$ 7,851.07
Treasurer	\$ 7,851.07
Secretary	\$ 7,851.07
Adjunct Faculty Representative	\$ 3,140.44
Legislative Representative	\$ 7,851.07
Librarian Representative	\$ 3,140.44
Professional Staff Representative	\$ 3,140.44

The above stipends reflect the rate as of December 1, 2017. Thereafter, the stipends shall be increased on July 1 of each subsequent year at the same rate as the negotiated salary increase for the Council's Full-time/Part-Time bargaining unit.

ARTICLE III: Council Dues

- A.** Effective September 2015 through August 2016, the Council dues from each local shall be based on the following rates:

Member:

Full Time	= \$23.52
Part Time	= \$11.76
Adjunct	= \$ 6.12 each month except June, July & August

Agency Fee:

Full Time	= \$19.99
Part Time	= \$10.00
Adjunct	= \$ 5.19 each month except June, July & August

On October 1 of each year, the Council's dues shall increase based on the previous academic year's negotiated salary increase for the Council's respective bargaining unit. (For example: if the given bargaining unit receives an annual increase of 3.25%, then the dues would be increased by 3.25% on October 1 of that given year.)

ARTICLE IV: Budget Policy

The Budget Committee shall be comprised of the Council President, Treasurer, Executive Vice President, and Vice President. The Budget Committee shall prepare a budget that does not increase spending by more than the annual percentage increase negotiated for the Council's bargaining unit. Extraordinary expenses such as negotiating a new contract, legal action, etc. shall be approved as described in Article Eight of the Council Constitution.

ARTICLE V: Responsibilities & and Composition of Council Standing Committees

- A.** The Adjunct Faculty, Elections, Grievance, Legislative, Librarian, and Professional Staff Committees shall be composed of one representative from each local, where applicable. The representative to each of the aforementioned committees shall be determined by each Local's Constitution and/or Bylaw or as otherwise provided for by the Local.
- B.** The Adjunct Faculty, Legislative, Librarian, and Professional Staff Committees shall hold a meeting once each semester or more frequently as determined by need. The Adjunct Faculty, Librarian, and Professional Staff Committees shall bring forth concerns unique to their constituencies to the Council Delegate Assembly.
- C.** The Adjunct Faculty Negotiations Committee shall negotiate the Adjunct Faculty contract and shall be composed of representatives from each Local that represents adjunct faculty unit members and the officers of the Council. The Committee shall consist of an equal number of representatives from each Local (as determined by the Council Executive Committee). Delegate strength voting, however, shall be determined by the number of adjunct faculty full union members of each Local.
- D.** The Audit Committee shall be composed of three to five members of the Delegate Assembly appointed by the Council President and approved by the Council Delegate Assembly by a majority vote. No more than one member of a Local may serve on the committee at any given time.

The Audit Committee shall meet with the Council Treasurer after the Council's fiscal year end to review the Council's income and expenditures for that fiscal year and make a report to the Council Delegate Assembly at the meeting following the review.

- E.** The Budget Committee's composition and job description are described in Article IV of the Council Bylaws.
- F.** The Elections Committee shall conduct elections for Council officers and representatives, as described in Article Nine of the Council Constitution.
- G.** The Full-Time/Part-Time Negotiations Committee shall negotiate the Full-Time/Part-Time contract and shall be composed of representatives from each Local that represents full-time and/or part-time unit members and the officers of the Council. The Committee shall consist of an equal number of representatives from each Local (as determined by the Council Executive Committee). Delegate strength voting, however, shall be determined by the number of full-time and part-time full union members of each Local.
- H.** The Grievance Committee shall meet as determined by need and report deliberations to the Council President and the Council Delegate Assembly.
- I.** The Legal Committee shall be composed of three to five members of the Delegate Assembly appointed by the Council President and approved by the Council Delegate Assembly by a majority vote. No more than one member of a Local may serve on the committee at any given time. The committee shall meet to evaluate all requests for legal fee support by the Council, so long as such requests are ineligible for direct AFT National or AFT NJ financial support through their respective application processes. The Committee shall evaluate the details of each case and make a funding recommendation to the Council Executive Committee.

Bylaws approved at the December 1, 2017 Council meeting.