

BYLAWS

LOCAL 1950-UAW, NORTHERN MICHIGAN UNIVERSITY

ARTICLE I

This organization shall be known as NORTHERN MICHIGAN UNIVERSITY-LOCAL 1950, International Union, United Automobile, Aerospace & Agriculture Implement Workers of America - UAW, with headquarters located at Marquette, Michigan.

ARTICLE II

CONSTITUTION & BYLAWS

The Constitution of this Organization shall be the Constitution of the International Union, UAW, and these BYLAWS shall be in all respects subordinate to said Constitution and applications and interpretations thereof.

ARTICLE III

JURISDICTION

The jurisdiction of Northern Michigan University Local 1950 shall extend to, and include all eligible members, clerical and secretarial, and technical employees of Northern Michigan University.

ARTICLE IV

MEMBERSHIP AND MEMBERSHIP MEETINGS

SECTION 1. Local 1950 shall be composed of employees eligible for membership in the UAW over whom Local 1950 has jurisdiction. It shall be the duty of each member of Local 1950 to abide by all such laws and rules as presented by the UAW International Constitution.

SECTION 2. New employees who become eligible for membership in Northern Michigan University Local 1950 shall be requested to present themselves for obligation and initiation at a membership meeting, not later than the third regular membership meeting from the date of eligibility for membership, provided that they are at that time actively employed.

SECTION 3. a. Members in good standing of this Local Union have the right to nominate and vote, express opinions on all subjects before the Local Union, to attend all membership meetings and Executive Board meetings, and express views, arguments and opinions on all business, including candidates for office, properly before the meeting; to participate in activities of the Local Union in a responsible manner on issues upon which the membership must base its decisions. These rights shall at all times be subject to the rules of procedure governing meetings and other uniform rules and regulations contained in the Constitution, Bylaws, and other official rules of the Local Union.

b. A member in exercising the foregoing rights and privileges shall not take any irresponsible action which would tend to jeopardize or destroy, or be detrimental to, either the Local or International Unions as organizations.

c. Any member who attends a meeting and creates a disturbance, or becomes unruly, shall lose voice and her/his right to vote at said meeting. Where necessary to maintain order, the member may be evicted from the meeting (after one warning) or by order of the Chairperson subject to the challenge of the membership. Flagrant or persistent violation of this section by any member shall be conduct unbecoming as a union member. No member or candidate in any election or at any time shall engage in character assassination of any other member.

d. Violation or abuse of these rights and privileges of membership, or engaging in conduct prohibited by these sections, shall be considered conduct unbecoming as a union member and subject to penalties outlined in these Bylaws and the International Constitution.

SECTION 4. Regular meetings of the membership of this Union shall be held on the first Wednesday of each month at 12:00 noon, at a place designated by the membership or by the Executive Board with the approval of the membership. The membership may by a majority vote at a previous regular meeting suspend or change the date of any regular membership meeting for good and sufficient cause. Notice of regular membership meetings shall be posted, and/or published, at least seven (7) days in advance of the meeting.

SECTION 5. Special meetings of the membership of this Union may be called whenever deemed necessary by the Executive Board or the President, and must be called upon a request submitted to the executive Board or the President by not less than fifteen (15) members in good standing. The request must be in writing and shall state the purpose for which the meeting is requested. Notice of special membership meetings shall be posted, and/or published, at least seven (7) days in advance of the meeting, except in cases of emergency. The notice shall state the purpose of the special membership meeting. No other business may be conducted at the meeting.

SECTION 6. Fifteen (15) members in good standing shall constitute a quorum for the transaction of business at any regular or special membership meeting.

SECTION 7. Except as provided elsewhere in these Bylaws, decisions at regular and special membership meetings shall be by majority vote, and Robert's Rules of Order (Revised) shall be followed.

ARTICLE V

CONVENTIONS

SECTION 1. The eligibility of members to be delegates to the International Constitutional Convention and the procedure by which such delegates are nominated and elected shall be provided in the International Constitution and the following:

a. Following the International Convention call, the Election Committee shall arrange for delegate nominations to be held at a regular or special membership meeting. Notice of the nominations meeting must be posted, and/or published, at least seven (7) days in advance of the meeting.

b. At the nominations meeting, the Election Committee shall present fair and reasonable election rules, including the deadline for accepting nominations and the date(s), and location(s) of the election. The rules must allow all members of the Local Union an opportunity to cast their ballots. The Local membership shall approve the election rules with any necessary corrections.

c. This date will be established by the membership so that all members can be notified at least fifteen (15) days in advance, of the date(s), time(s), and location(s) of the election, so that the elected delegates will have at least seven (7) days to work on resolutions and Constitutional amendments prior to the International deadline for receiving them.

SECTION 2. The Local Union Executive Board shall designate from among the elected leadership and members of Standing Committees the delegates, not otherwise mandated, to conferences and conventions other than the International Constitutional Convention.

ARTICLE VI

POWERS OF ADMINISTRATION

SECTION 1. The membership is the highest authority of Local 1950 and shall be empowered to take or direct any action not inconsistent with the Constitution and Bylaws.

SECTION 2. Between membership meetings, the Executive Board of Local 1950 shall be the highest authority of this Local Union and shall be empowered to act on behalf of the membership to the extent urgent business requires prompt and decisive action, subject to subsequent membership approval, but the Executive Board may not take action affecting the vital interests of this Local Union without prior membership approval or authorization.

SECTION 3. Between meetings of the Executive Board, the President of Local 1950 shall exercise general administrative authority, and shall be empowered to act on behalf of the Executive Board, subject to prior approval by the Executive Board.

ARTICLE VII

DUTIES OF LOCAL UNION OFFICERS

PRESIDENT

SECTION 1. The President of Local 1950 shall preside at all regular and special meetings of Local membership and Executive Board. The President may call special meetings whenever she/he deems it necessary.

SECTION 2. The President shall be a member of all committees negotiating with the University concerning or other matters of administering the contract and shall serve as Chair of the Bargaining Committee.

SECTION 3. The President shall be, ex-officio, a member of all standing and special committees, except Election or Trial Committees, and shall appoint special committees not otherwise provided for.

SECTION 4. The President shall perform the duties set forth in Article VI, Section 3, of the Bylaws, and shall report her/his decisions and actions to the Executive Board, which shall accept or reject them. The President may appeal to the membership any adverse decisions of the Board.

SECTION 5. The President shall countersign all checks, drafts, notes, orders, and other undertakings for the payment of money. She/he shall be bonded to the extent set up the International Executive Board.

SECTION 6. The President shall perform all such other duties as prescribed by the UAW International Constitution.

VICE PRESIDENT

SECTION 1. The Vice President of Local 1950 shall assist the President in the discharge of her/his duties and shall perform the duties of the President in her/his absence, death, incapacity, or removal or resignation from office. She/he shall attend all membership meetings and all Executive Board Meetings.

SECTION 2. The Vice President shall be a member of all committees negotiating with the University concerning grievances and other matters of administering the contract and an ex-officio member of the Bargaining Committee.

SECTION 3. The Vice President shall chair the Education, Community Services, and the Newsletter Committees. In addition, she/he shall be, ex-officio, a member of all other standing and special committees, except Election or Trial Committees.

SECTION 4. The Vice President shall perform all such other duties as prescribed by the UAW International Constitution.

FINANCIAL SECRETARY-TREASURER

SECTION 1. The duties of the Financial Secretary-Treasurer of Local 1950 shall be as prescribed by the UAW International Constitution.

SECTION 2. She/he shall be a member of the Local 1950 Finance Committee.

SECTION 3. She/he shall make a monthly report in writing to the Executive Board and members on the receipts, expenditures, balance, and the financial condition of the Local Union.

SECTION 4. The Financial Secretary-Treasurer may maintain one Petty Cash Fund not to exceed Twenty-Five (\$25.00) Dollars, the fund to be replenished upon presentation of receipts and vouchers.

SECTION 5. She/he shall sign all checks, drafts, notes, orders, and other undertakings for the payment of money. She/he shall be bonded to the extent set up by the International Executive Board.

RECORDING SECRETARY

SECTION 1. The Recording Secretary of Local 1950 shall keep minutes of all Local membership and Executive Board meetings and conduct all correspondence of this Local Union.

SECTION 2. It shall be the obligation of the Recording Secretary to supervise the proper announcement of all regular and special meetings.

SECTION 3. She/he shall maintain in her/his files a copy of the minutes of all membership meetings and all Executive Board meetings.

SECTION 4. The Recording Secretary, upon request, shall give a copy of the Bylaws of this Local Union to any member in good standing.

SECTION 5. The Recording Secretary shall keep on record the results of all elections.

SECTION 6. She/he shall perform all such other duties as prescribed by the UAW International Constitution.

TRUSTEES

SECTION 1. The Trustees shall be members of the Executive Board and shall approve or disapprove all expenditures of the Local subject to the approval of the President, Financial Secretary-Treasurer, and other members of the Executive Board. The Trustees shall hold in trust all funds and other property of Local 1950.

SECTION 2. The Trustees shall audit the books of the Financial Secretary-Treasurer bi-annually, including the verification of the bank account of this Local Union and report their findings to the membership and Secretary-Treasurer of the International Union.

SECTION 3. It shall be the duty of the Trustees to see that the Financial officers of Local 1950 are bonded to the extent set by the International Executive Board.

SECTION 4. The Trustees of Local 1950 shall perform all such other duties as prescribed by the UAW International Constitution.

SERGEANT-AT-ARMS

SECTION 1. It shall be the duty of the Sergeant-at-Arms of Local 1950 to introduce all members and visitors and assist the President, or presiding officer, in preserving order when called upon to do so.

SECTION 2. She/he shall also take charge of all property of this Local Union, not otherwise provided for and perform such other duties as may be assigned to the Office.

SECTION 3. She/he shall perform all such other duties as prescribed by the UAW International Constitution.

GUIDE

SECTION 1. It shall be the duty of the Guide of Local 1950 to maintain order, inspect the membership receipts, satisfy herself/himself that all present are entitled to remain in the meeting of this Local Union, and perform such other duties as assigned to the Office.

SECTION 2. She/he shall perform all such other duties as prescribed by the UAW International Constitution.

ARTICLE VIII

EXECUTIVE BOARD

SECTION 1. The Executive Board of Local 1950 shall be composed of the following in order of authority: President, Vice President, Financial Secretary-Treasurer, Recording Secretary, Three (3) Trustees, Sergeant-At-Arms, Guide, Stewards, Bargaining Unit, and one (1) Retired Member.

SECTION 2. The Executive Board shall meet at least once a month, and a simple majority of the Executive Board members shall constitute a quorum for the transaction of business. Special meetings may be called by the President, or upon demand of the majority of the members of the Executive Board.

SECTION 3. The Executive Board shall make plans and recommendations for carrying out the work of Local 1950. All decisions and recommendations of the Executive Board shall be referred to the next membership meeting.

SECTION 4. The Executive Board shall authorize expenditures of emergency funds of the Local 1950 Treasury, such expenditures not to exceed \$500.00 for any single disbursement unless in case of an emergency and/or the absence of a quorum at a membership meeting.

SECTION 5. Minutes shall be taken at every Executive Board meeting by the Recording Secretary and shall be available to the general membership upon request and at regular membership meetings.

SECTION 6. Membership attendance at Executive Board Meetings shall be limited to that portion of the meeting designated for that purpose.

SECTION 7. All members of the Executive Board must attend two out of every three membership meetings and two out of every three Executive Board meetings, unless properly excused by the Executive Board, in order to continue to hold the respective office or position. Executive Board members who fail to comply with this provision shall be automatically removed from office and replaced in accordance with Article XI, Section 1, of these Bylaws.

FINANCE COMMITTEE

SECTION 1. The Finance Committee of Local 1950 shall be composed of the following: President, Vice President, Financial Secretary-Treasurer, and the Trustees.

SECTION 2. The Finance Committee shall monitor the finances of the Local and shall make financial recommendations to the Executive Board and the membership.

ARTICLE IX

BARGAINING COMMITTEE

SECTION 1. The Bargaining Committee of Local 1950 shall consist of the President, Vice-President as ex-officio, three (3) elected regular members and one elected alternate member.

SECTION 2. The Bargaining Committee, by consensus, will appoint from the regular elected members of the Committee, a person who will then act as the Chief Grievance Officer for the Local Union.

SECTION 3. After the Bargaining Committee is elected to negotiate the initial contract of Local 1950, the Bargaining Committee shall be nominated and elected in accordance with Article XI, Section 8, of these Bylaws. Nominations for Bargaining Committee members shall be held at the regular meeting occurring at least four months prior and no more than five (5) months prior to contract negotiations.

SECTION 4. Any vacancy among regular elected Bargaining Committee members will be filled by the alternate Bargaining Committee member. Vacancies among regular elected Bargaining Committee members expected to last or actually lasting thirty (30) days or more during actual contract negotiations shall be filled by the alternate Bargaining Committee member, and a special election for the position of alternate shall be conducted in accordance with the provisions of Article XI, Section 8.

SECTION 5. All members of the Bargaining Committee must attend all Bargaining Committee meetings, unless properly excused by the Bargaining Committee. Bargaining Committee members who fail to comply with this provision shall be automatically removed from office and replaced in accordance with Article XI, Section 9, of these Bylaws.

CONTRACT NEGOTIATIONS

SECTION 1. Prior to the opening of contract negotiations, the Executive Board and particularly the Stewards shall encourage all members to submit suggestions for changes in the Contract or additions to the Contract. These suggestions shall be discussed by the Executive Board and reported on at a regular or special membership meeting for further additions, changes, or suggestions. The notices posted for these meetings must specifically state that contract negotiations will be discussed. All suggestions, additions, and changes recommended by the membership shall be referred back to the Executive Board and the Bargaining Committee for recommendation. Notwithstanding this provision, the membership remains the highest unit authority in negotiations as in other matters.

SECTION 2. Before contract negotiations take place, the Bargaining Committee's suggestions for contract changes and those recommended by the Executive Board, shall be presented to the membership at a meeting called for this purpose. The membership may approve, reject, or alter these suggestions and recommendations.

SECTION 3. The Bargaining Committee shall report to the membership on the progress of negotiations and grievances at regular membership meetings and at special meetings, if necessary. The membership may make suggestions as to the appropriate strategy for negotiations and in this way direct their course.

SECTION 4. All contracts, supplements, or additions negotiated by the Bargaining Committee, before becoming effective, must be ratified by the membership at a meeting called for this purpose.

ARTICLE X

STANDING COMMITTEES

SECTION 1. Local 1950 shall have the following Standing Committees: Constitution and Bylaws, Union Label, Education and Community Services, Conservation and Recreation, Civil Rights, Citizenship and Legislative, Consumer Affairs, Women's, Veterans and other such committees as the Local membership deems necessary. The number of persons on each committee and the scope of duties shall be determined by the membership.

SECTION 2. Members of the Standing Committees provided for in Section 1 above, may be appointed by the Local Union membership or by special request because of personal interest (with membership approval).

ARTICLE XI

ELECTION COMMITTEE AND ELECTIONS

SECTION 1. The Election Committee of Local 1950 shall consist of five (5) members nominated and elected at the regular April membership meeting and shall serve three (3) year terms. A Local 1950 webmaster shall serve as an ex-officio member only for the purpose of electronic voting. The Election Committee shall supervise and conduct all elections of the Local in accordance with the International Constitution and these Bylaws. It shall be responsible only

to the membership of the Local. No member of the Election Committee may be a candidate for office. Any member of the Election Committee must resign from the Election Committee for the duration of the term if s/he becomes a candidate.

SECTION 2. The Executive Officers of the Union (President, Vice-President, Financial Secretary-Treasurer, Recording Secretary, Sergeant-At-Arms, Guide, and Trustees) shall serve three (3) year terms. The nomination of Local Union Executive Officers shall take place at the regular meeting held in April. Elections of Executive Officers shall take place by secret ballot in May and installation shall take place at the regular meeting following the elections. If a runoff election is required, it shall be on the second Wednesday of May. The runoff election shall be between the candidate(s) receiving the highest number of votes, though not a majority, and the candidate(s) receiving the next highest number of votes, though not a majority.

SECTION 3. Stewards and Alternate Stewards of Local 1950 shall be nominated from and elected by their respective district for three (3) years. They shall be nominated and elected between the election of Executive Officers in April and May, and installed at the May membership meeting.

SECTION 4. All elections, other than those specified in Section 2 above, shall be by plurality vote. All elections shall be by paper or electronic ballot.

SECTION 5. To be eligible for an elected Executive Office of this Union, a member must have been in good standing for one (1) continuous year immediately preceding nomination. To be eligible for a non-executive office of this Union, a member need only be in good standing.

SECTION 6. If a member holding Local Union Office, the term of which is not expiring, desires to become a candidate for another Local office (President, Vice President, Financial Secretary-Treasurer, Recording Secretary, Sergeant-At-Arms, Guide, and Trustees), such member is obligated to notify the Local Union of his resignation from his present office thirty (30) days before posting of nominations of Local 1950 Officers and election of both offices during the same election. Such resignation would become effective at the time of installation.

SECTION 7. Any member in good standing may nominate any eligible member for office and may vote in any Union election.

SECTION 8. All elections shall be held in accordance with the International Constitution and these Bylaws. Except as provided elsewhere, the following procedures shall be followed:

a. The Election Committee shall arrange for nominations to be held at the regular or special membership meeting, or a meeting of Union members from a given jurisdiction, in the case of Stewards or Alternate Stewards. Notice of the nominations meeting must be posted and/or published, at least seven (7) days in advance of the meeting.

b. At the nominations meeting, or in the case of the election of Stewards or Alternate Stewards, at the regular or special membership meeting occurring no later than the nominations meeting, the Election Committee shall present fair and reasonable rules, including the deadline for accepting nominations, and the date(s), time(s), and location(s) of the election(s). The rules must allow all eligible members of the Local Union to cast their ballots. The Local membership shall approve the election rules with any necessary corrections.

c. The date(s) of the election(s) shall be set so that all members can be notified, at least fifteen (15) days in advance of the date(s), time(s), and location(s) of the election(s).

d. Each candidate shall have the right to one (1) challenger present when they are tabulated, provided that such challenger shall be a member of the Local Union.

e. Following each election, the Election Committee shall report in writing the canvass of the results of the election to the membership's next membership meeting. No protest to any election shall be considered unless raised within seven (7) calendar days of the closing of the polls or at the next membership meeting, whichever is later. The membership shall ratify the Election Committee recommendation or act on any protests. Appeals from membership decisions shall be made in accordance with the provisions of the International Constitution.

SECTION 9. All vacancies in Union offices, except President, expected to last or actually lasting more than sixty (60) days shall be filled by a special election within thirty (30) days. The Executive Board may make a temporary appointment for the period pending the holding of such election.

RECALL

SECTION 1. Stewards and Alternate Stewards may be recalled for failure to perform the duties of their offices in accordance with the following procedure. A valid petition setting forth the specific complaints of the person's failure to perform the duties of her/his office shall be signed by at least twenty-five (25%) percent of the Union members she/he represents. The so complained against shall receive a copy of the specific complaints. Upon the filing of such a petition with the Local Union, a special meeting of the Union members represented by the Steward or Alternate Steward shall be held within thirty (30) days for the purpose of the recall. Notice of the recall meeting shall be posted, and/or published, at least seven (7) days in advance of the meeting. Twenty-five (25) percent of the Union members represented by the Steward or Alternate Steward shall constitute a quorum for the purpose of the recall meeting. A two-thirds (2/3) secret ballot vote of the members present at such special meeting shall be required to recall.

ARTICLE XII

FINANCES

SECTION 1. The funds of this Local Union shall be used for valid Union purposes and may not be divided in any way among individual members.

SECTION 2. The fiscal year of Local 1950 shall begin on the first day of January of each year and end on the thirty-first day of December of the same year.

SECTION 3. The initiation fee of Local 1950 shall be \$15.00. The reinstatement fee shall be \$15.00. Monthly dues shall be equivalent to two (2) hours straight-time pay per month (approximately 1.1 percent of annual salary per year). Initiation fees, reinstatement fees, and dues shall be established or altered only in accordance with Article 47, Section 1, of the International Constitution.

SECTION 4. A Local Union representative or member shall be given union leave time when that representative or member is performing necessary duties for and on behalf of the Local Union during a time for which she/he would otherwise be compensated by the employer. In the event union leave time pay is exhausted, then lost time will be paid. The amount of lost time should never exceed the amount which the Local Union representative or member would otherwise have received from his/her employer for the same period of time for which she/he is being considered by the Local Union. Lost time and expenses for Union members or representatives shall be as provided by the Union membership. The Local Union shall pay a Local representative of the membership bonified and necessary expenses (transportation, hotel/motel, meals, registration fees) incurred while that representative or member is performing necessary duties for or on behalf of the Local Union. When overnight stay is required - hotel/motel—single occupancy rates or ½ of a double rate if shared with another member. Meals, incidentals, and travel will be reimbursed according to the UAW International Guidelines.

SECTION 5. A monthly officers' allowance shall be paid to the following officers of the Local Union to help offset expenses incurred while performing duties pertaining to their respective office: President - \$150 (after taxes), Vice President - \$100 (after taxes), Recording Secretary \$75 (after taxes), and Financial Secretary - \$150 (after taxes), and a stipend of \$25 per month (after taxes), shall be paid to the Flame editor.

ARTICLE XIII

CHARGES

SECTION 1. Any member of Local 1950 being charged with a violation of the International Constitution or engaged in conduct unbecoming a member of the Union will be tried in accordance with Article 31, Section 1 through 24, of the International Constitution.

ARTICLE XIV

APPEAL

SECTION 1. Any member of Local 1950 shall be entitled to right of appeal subject to Article 33, Section 1 through 12, of the International Constitution.

ARTICLE XV

SECTION 1. When a dispute exists between the employer and Local 1950 concerning the negotiations of a collective bargaining agreement or any other strikeable issue, Local 1950 or the International Executive Board may call for a strike vote in accordance with Article 50, Section 1 through 9, of the International Constitution.

ARTICLE XVI

AMENDMENTS

SECTION 1. These Bylaws may be amended only by presenting a motion in writing, setting forth the amendments sought, to any membership meeting and referred to the Constitution and Bylaws Committee which will report to the succeeding membership meeting, the notice of which must contain a notice of the particular Bylaw amendments that will be considered. If approved by two-thirds (2/3) of the membership voting thereon at this succeeding meeting, the amendment shall be considered adopted by the membership.

ARTICLE XVII

SECTION 1. No agent or official of the Local Union is authorized to execute a real estate lease, deed, service or maintenance contract or other long-term agreement unless proposed agreement has been reviewed by an outside expert or attorney and approved by the Local Union Executive Board.

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