



Rutgers Council of AAUP Chapters

American Association of University Professors • American Federation of Teachers

Rutgers AAUP-AFT

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BY-LAWS OF THE FULL-TIME RUTGERS COUNCIL OF AAUP CHAPTERS, AAUP-AFT, AND ITS CONSTITUENT CHAPTERS TABLE OF CONTENTS

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PREAMBLE

The American Association of University Professors of Rutgers, The State University has associated itself into an organization within the provisions and objectives of the National American Association of University Professors, and the additional objectives applying to organizations representing public employees as defined by Chapter 303 of the Laws of 1968, in the New Jersey Employer-Employee Relations Act and as subsequently amended. In 2005 a three-year trial joint affiliation was established with the American Federation of Teachers. In 2008 the joint affiliation was made permanent.

The name of this organization shall be the Rutgers Council of AAUP Chapters (to be known as "the Rutgers Council of AAUP Chapters, AAUP-AFT" or "Rutgers AAUP-AFT"). As the negotiating representative for faculty members, teaching and graduate assistants, EOF Counselors, and Post-doctoral Associates and Fellows at Rutgers, The State University, the Rutgers AAUP-AFT seeks to promote and preserve the professional and economic well being of its unit members for whom it bears legal responsibilities. As a professional association and in addition to its responsibilities as negotiating representative, the Rutgers Council of AAUP Chapters, AAUP-AFT and its constituent chapters in Camden, Newark and New Brunswick, and its affiliate, the Part-Time Lecturer Faculty Chapter and its Retiree Assembly, seek to enhance the academic environment at the University.

These By-Laws regulate the functions of the Rutgers Council of AAUP Chapters, AAUP-AFT at all levels of the organization, except for those functions of the Part-Time Lecturer Faculty Chapter that are regulated by that organization's by-laws.

ARTICLE I: MEMBERSHIP

The Rutgers Council of AAUP Chapters, AAUP-AFT shall consist of faculty, teaching and graduate assistants, EOF Counselors, and Post-doctoral Associates and Fellows who are dues paying members of the Rutgers AAUP-AFT. Such members shall, by virtue of their membership in the Rutgers Council of AAUP Chapters, AAUP-AFT, also belong to their geographic campus location chapters: New Brunswick, Newark and Camden. Each Rutgers University chapter shall have representation on an Executive Council of the Rutgers Council of AAUP Chapters, AAUP-AFT, as provided for in Article VI. Members elected to a term of office before converting to retiree status or former Teaching Assistant or Graduate Assistant status shall be allowed to serve out their term.

The Retiree Assembly (which welcomes retired faculty who served at Rutgers as full-time or part-time faculty, tenured or non-tenured, from any of the university campuses) may elected one of its members to represent the retirees on the Executive Council and they will have full voting rights on matters that come before the Council, except those related to collective bargaining, e.g., votes on tentative settlements with Rutgers administration or dues increases. Retirees are encouraged to serve on committees but cannot be elected to office or vote in elections for union office.

Former Teaching Assistants and Graduate Assistants union members may serve on the Council, if they continue to be matriculated students; they shall be treated in the same

manner as full-time faculty who are on unpaid leave. They are encouraged to serve on committees but cannot be elected to office or vote in elections for union office.

ARTICLE II: GENERAL MEMBERSHIP MEETINGS

The Executive Council may call general membership meetings of all members of the Rutgers Council of AAUP Chapters, AAUP-AFT to be held under the auspices of each chapter – Camden, Newark, and New Brunswick.

The Executive Council Nominating Committee shall deliver its report at general meetings held in the spring semester of each year.

The agenda of meetings shall be outlined in the call for the meeting. Any action taken at a meeting shall require passage by a simple majority of those present, except as indicated in Article XIX, Amendments.

The President of the Rutgers Council of AAUP Chapters, AAUP-AFT, at his/her discretion, or upon receipt of a petition signed by forty (40) members, (at least five of whose number shall be from Camden, five from Newark, and five from New Brunswick) shall call special meetings of the general membership. The petition shall state the purpose of the special meeting. Special meetings shall be governed by the same rules as those for regular meetings, except that (a) the quorum shall be twice that required for regular meetings (see Article XVI, paragraph B) and (b) the petition may specify that the meeting shall be held in a designated geographic location.

In addition, the Executive Council and the Part-Time Lecturer Faculty Chapter may call joint membership meetings. No matters directly concerning elections, bylaws, collective negotiations, grievance handling, dues, or any other internal matters may be voted on at such meetings. Joint meetings shall be governed by the same rules as those for regular meetings, except that (a) the quorums required for general membership meetings of the Rutgers Council of AAUP Chapters, AAUP-AFT and the Part-Time Lecturer Faculty Chapter shall together constitute a quorum for a joint meeting and (b) members in good standing of the Rutgers Council of AAUP Chapters, AAUP-AFT and of the Part-Time Lecturer Faculty Chapter shall be entitled to vote on all matters not excluded.

ARTICLE III: DUES

The Rutgers AAUP-AFT membership, by secret ballot, shall determine a maximum dues structure. The Executive Council shall determine the actual dues structure within this maximum. Non-payment of dues shall be cause for removal from membership. Authorization for deduction of membership dues is effected through completion of the Rutgers AAUP-AFT Membership Application. This authorization shall remain in effect unless terminated by the member upon written notice of withdrawal to the Rutgers Council of AAUP Chapters, AAUP-AFT between December 15 and December 31 of any calendar year or by termination of employment.

**ARTICLE IV: OFFICERS OF THE RUTGERS COUNCIL OF AAUP CHAPTERS,
AAUP-AFT**

- A. The officers of the Rutgers Council of AAUP Chapters, AAUP-AFT shall be the President; the Vice President; the Immediate Past President; the Secretary, and the Treasurer.
- B. Election of officers of the Rutgers Council of AAUP Chapters, AAUP-AFT:
1. The officers of the Rutgers Council of AAUP Chapters, AAUP-AFT shall be elected by the membership through a secret ballot.
 2. All officers shall serve two-year terms. These terms shall commence on July 1 following the election.
 3. No person may serve more than two successive terms as President.
 4. The Immediate Past President shall serve for the duration of his or her successor's tenure.
 5. The Committee on Nominations and Elections of the Executive Council (see Article VI, Paragraph G) shall prepare a slate to the membership. Additional candidates may be nominated by petition of ten (10) members. Petitions must be submitted to the Executive Council Committee on Nominations and Elections within fifteen working days following announcement of the committee slate.
 6. Ballots shall be sent to all members of the Rutgers Council of AAUP Chapters, AAUP-AFT at all geographic locations. The balloting shall be conducted by the staff of the Rutgers Council of AAUP Chapters, AAUP-AFT in the New Brunswick office, under the supervision of the Committee on Nominations and Elections of the Executive Council.
 7. Ballots shall be counted by the staff of the Rutgers Council of AAUP Chapters, AAUP-AFT in the New Brunswick office under the direct supervision of the Executive Council's Committee on Nominations and Elections.
 8. No ballots received after the announced deadline for the return of ballots shall be counted.
 9. The election process shall be completed by May 1 of each year.
- C. Each officer is subject to recall by the members of the Rutgers Council of AAUP Chapters, AAUP-AFT.
1. A recall election must be initiated by a petition stating the major reason for the proposed action and signed by 100 dues paying members, at least 10 of whom shall be from each campus chapter.

2. The Secretary shall, within fifteen (15) days of receipt of a petition demanding a recall election, certify the authenticity and the member status of each signer and present the petition to the Executive Council.
3. No recall petition shall be certified after March 1 of the year in which the election is demanded; and the election shall be completed no later than 30 days after the petition has been certified.
4. A recall election shall be conducted by the Executive Council's Committee on Nominations and Elections.
5. An officer shall be removed if two-thirds of those casting ballots so vote, provided only that the total voting for recall shall be no less than a majority of total votes cast in the election of that officer.
6. When a vacancy occurs because of a recall election, the position shall be filled according to the procedures listed below under Section IV-D, Succession of Officers.

D. Succession of officers:

1. In the event the President cannot complete his/her term, the term shall be completed by the Vice President.
2. In the event that the Vice President, the Secretary, or the Treasurer cannot complete his/her term, the Executive Council, by a majority of those voting, shall elect a replacement to complete the term.

ARTICLE V: DUTIES OF RUTGERS COUNCIL OFFICERS

A. President:

1. Be the spokesperson and official representative for the Rutgers Council of AAUP Chapters, AAUP-AFT.
2. Appoint the chairs and the members of the standing committees, with the advice and consent of the Executive Council. Such persons shall be drawn from the membership of the Rutgers Council of AAUP Chapters, AAUP-AFT. Standing committee chairs normally serve one-year terms, but may be removed by the President with the advice and consent of the Executive Council.
3. Appoint with the advice and consent of the Executive Council the members of the administrative committees of the Executive Council. Such members shall be drawn from the membership of the Executive Council.
4. Appoint and remove the chair and members of special committees with the advice and consent of the Executive Council. Such persons shall be drawn from the membership of the Rutgers Council of AAUP Chapters, AAUP-AFT.
5. Preside over meetings of the Executive Council.

6. Appoint staff members for the Rutgers Council of AAUP Chapters, AAUP-AFT with the advice and consent of the Executive Council.
7. Oversee office operations.
8. Initiate court action on behalf of the Rutgers Council of AAUP Chapters, AAUP-AFT; such action shall be approved by the Executive Council prior to its initiation.
9. Provide direction to other officers and oversee their activities.
10. Serve as a delegate to the AFT National Convention and meetings and to the AAUP Annual Meeting, AAUP Assembly of State Conferences (ASC) meetings, and AAUP Collective Bargaining Congress (CBC) meetings, if needed and possible.

B. Immediate Past President:

1. Assist the incumbent President in the performance of the President's duties as requested by the President and/or the Executive Council.
2. Provide guidance and assistance to the organization as needed.
3. Preside over meetings of the Executive Council and the Steering Committee in the absence of the President and the Vice President.

C. Vice President:

1. Preside over meetings of the Executive Council or Steering Committee in the absence of the President.
2. Perform such duties as are requested by the Executive Council and/or the President.
3. Serve as a delegate to the AFT National Convention and meetings and to the AAUP Annual Meeting, AAUP Assembly of State Conferences (ASC) meetings, and AAUP Collective Bargaining Congress (CBC) meetings, if needed and possible.

D. Secretary:

1. Oversee the maintenance of the records of the Rutgers Council of AAUP Chapters, AAUP-AFT.
2. Keep minutes at all meetings of the Executive Council; prepare these minutes for reproduction and distribution.
3. Preside over meetings of the Executive Council in the absence of the President, Vice President and Immediate Past President.
4. Perform other administrative duties as requested by the President.

5. Serve as a delegate to the AFT National Convention and meetings and to the AAUP Annual Meeting, AAUP Assembly of State Conferences (ASC) meetings, and AAUP Collective Bargaining Congress (CBC) meetings, if needed and possible.

E. Treasurer:

1. Oversee the financial affairs of the Rutgers Council of AAUP Chapters, AAUP-AFT.
2. Together with the Treasurer-elect chair the Executive Council Budget Committee and prepare the annual budget for submission to it and the President.
3. Review monthly the organization's expenditures.
4. Prepare and present a financial report for the Executive Council and the general membership at least once a year, no later than June 1; prepare and present other financial reports as requested by the President and/or the Executive Council. Review the organization's expenditures on a monthly basis.
5. Recommend appropriate management of funds of the Rutgers Council of AAUP Chapters, AAUP-AFT.
6. Preside over meetings of the Executive Council in the absence of the President, the Vice President, the Immediate Past President, and the Secretary.
7. Serve as a delegate to the AFT National Convention and meetings and to the AAUP Annual Meeting, AAUP Assembly of State Conferences (ASC) meetings, and AAUP Collective Bargaining Congress (CBC) meetings, if needed and possible.

ARTICLE VI: EXECUTIVE COUNCIL OF THE RUTGERS COUNCIL OF AAUP CHAPTERS, AAUP-AFT

- A. The policies and activities of the Rutgers Council of AAUP Chapters, AAUP-AFT shall be coordinated by an Executive Council consisting of the President; Vice President; Immediate Past President; Secretary; Treasurer; the President and Vice President of each chapter; one (1) Executive Council representative from each chapter's Department Representatives; chairs of standing committees; each chapter, shall have one (1) Executive Council representative for every one hundred (100) chapter members or fractions thereof; one (1) TA/GA representative elected by the TA/GA Steering Committee for every one hundred (100) TA/GA chapter members or fractions thereof, one (1) EOF representative elected by the EOF members, one (1) Post-doctoral representative elected by the Post-doctoral members for every one hundred (100) Post-doctoral members or fractions thereof, and two (2) Part-Time Lecturer Faculty Chapter representatives elected by the PTLFC members, and one (1) Retiree Assembly member elected by its members. Following the annual election of officers, the

person elected as the next President shall become a member of the Executive Council.

- B. The terms of Executive Council representatives shall be two years. If an Executive Council representative is unable to complete his/her term, a replacement shall be appointed by the appropriate Chapter Executive Committee.
- C. Elections for Executive Council representatives shall take place every March; the elected representatives shall take office July 1 of the same year.
- D. Fifty percent minus one of the membership of the Executive Council shall constitute a quorum.
- E. The Executive Council's duties shall include:
 - 1. Determine membership dues in accordance with Article III.
 - 2. Assume responsibility for general fiscal affairs and approve the annual budget.
 - 3. Conduct the affairs of the organization through its standing and special committees.
 - 4. Authorize legal action on behalf of the Rutgers Council of AAUP Chapters, AAUP-AFT.
 - 5. Authorize, after a secret vote by the membership, job actions in support of the Rutgers Council of AAUP Chapters, AAUP-AFT's collective bargaining goals.
 - 6. Authorize joint meetings with the Executive Board of the Part-Time Lecturer Faculty Chapter. No matters directly concerning elections, bylaws, collective negotiations, grievance handling, dues, or any other internal matters may be voted on at such meetings.
 - 7. Establish specific charges for each Executive Council committee.
- F. The Executive Council shall establish the following standing committees:
 - 1. Academic Freedom and Tenure ("A");
 - 2. Negotiating ("N") (See Article VIII);
 - 3. Discrimination and Affirmative Action;
 - 4. Compensation and Benefits;
 - 5. University Budget and Priorities;
 - 6. Membership;
 - 7. Legislative Relations;

- 8. Grievance and Working Conditions;
 - 9. Health and Safety;
 - 10. Work and Family;
 - 11. Issues of Retirement
- G. The Executive Council shall establish the following administrative committees:
- 1. Budget and Personnel;
 - 2. Nominations and Elections;
 - 3. By-Laws (See Articles XX - XXII).
- H. Except that they may not vote on matters of collective negotiation, grievance handling, elections, dues, bylaws, or any other internal matters, the standing and administrative committees of the Executive Council of the Rutgers Council of AAUP Chapters, AAUP-AFT may work jointly with the standing and administrative committees of the Part-Time Lecturer Faculty Chapter.

ARTICLE VII: EXECUTIVE COUNCIL STEERING COMMITTEE

- A. The Executive Council Steering Committee shall consist of the officers of the Rutgers Council of AAUP Chapters, AAUP-AFT; the President of each constituent chapter; the chairs of the Negotiating, Grievance and Membership Committees; and two members of the Executive Council elected by the Executive Council. Following the annual election of officers, the person elected as the next President shall become a member of the Steering Committee.
- B. The Steering Committee is empowered to act on behalf of the Executive Council when circumstances require action and the Executive Council cannot be convened. Such action is subject to review by the Executive Council. The Steering Committee may also act at the direction of the Executive Council.

ARTICLE VIII: NEGOTIATING COMMITTEE

- A. The Negotiating Committee shall be appointed by the President with the approval of the Executive Council.
- B. The Negotiating Committee shall be composed of the chairperson and at least three additional members of the faculty chosen so that there shall be one member from each of the constituent chapters of the Rutgers Council of AAUP Chapters, AAUP-AFT. The Committee shall also include one Teaching/Graduate Assistant member, selected by the Teaching/Graduate Assistant Steering Committee.
- C. The President shall be an ex-officio member of the Negotiating committee.
- D. The Negotiating Committee shall function under negotiating policies determined by the Executive Council.

- E. The contract negotiated shall be ratified, in a secret ballot sent to all Rutgers AAUP-AFT members who are Faculty or Teaching or Graduate Assistants in the bargaining unit concerned, by a majority of those who vote.

ARTICLE IX: TEACHING ASSISTANT/GRADUATE ASSISTANT STEERING COMMITTEE

- A. There shall be a Teaching Assistant/Graduate Assistant Steering Committee consisting of four representatives elected only by TA/GA members in New Brunswick, two elected only by TA/GA members in Newark, one elected only by TA/GA members in Camden and one alternate elected at large.
- B. Elections of TA/GA Steering Committee representatives shall be conducted annually in November under the supervision of the Executive Council Committee on Nominations and Elections. Any TA/GA member may nominate herself/himself as a candidate for the TA/GA Steering Committee representative or alternate by sending a letter to the President of the Rutgers Council of AAUP Chapters, AAUP-AFT.
- C. The TA/GA Steering Committee shall establish rules for the conduct of its meetings and other activities.
- D. The TA/GA Steering Committee shall have the following responsibilities:
 - 1. Elect one (1) representative for every one hundred (100) TA/GA chapter members or fractions thereof to serve on the Executive Council.
 - 2. Select the TA/GA member of the Negotiating Committee.
 - 3. Prepare bargaining proposals for the Negotiating Committee.
 - 4. Conduct TA/GA membership campaigns.
 - 5. Select and train at least one TA/GA member to serve as counselor(s) in the TA/GA grievance procedure.
 - 6. Carry out other activities which may be assigned to it by the Executive Council or the President.

ARTICLE X: EOF STEERING COMMITTEE

- A. There shall be an EOF Counselor Steering Committee consisting of all Rutgers Council of AAUP Chapters, AAUP-AFT members who are in the EOF bargaining unit.
- B. The EOF Steering Committee shall establish rules for the conduct of its meetings and other activities.
- C. The EOF Steering Committee shall have the following responsibilities:
 - 1. Select one representative to serve on the Executive Council.

2. Select the EOF Negotiating Committee.
3. Prepare bargaining proposals for the Negotiating Committee.
4. Vote on the ratification of the contract negotiated.
5. Conduct EOF membership campaigns.
6. Select and train at least one EOF member to serve as counselor(s) in the EOF grievance procedure.
7. Carry out other activities which may be assigned to it by the Executive Council or the President.

ARTICLE XI: POST-DOCTORAL STEERING COMMITTEE

- A. There shall be a Post-doctoral Steering Committee elected only by Post-doctoral members.
- B. The Post-doctoral Steering Committee shall establish rules for the conduct of its meetings and other activities.
- C. The Post-doctoral Steering Committee shall have the following responsibilities:
 1. Select the Post-doctoral Negotiating Committee.
 2. Prepare bargaining proposals for the Negotiating Committee.
 3. Recommend ratification of the contract negotiated.
 4. Conduct Post-doctoral membership campaigns.
 5. Carry out other activities it deems needed or which may be assigned to it by the Post-doctoral membership, the Executive Council, or the President.
- D. The Post-doctoral membership shall, by secret ballot, determine its dues structure in accordance with Article III, above.

ARTICLE XII: CHAPTERS

- A. The constituent units of the Rutgers Council of AAUP Chapters, AAUP-AFT shall be:
 1. Camden, composed of members assigned to the academic units of the Camden geographic area.
 2. Newark, composed of members assigned to the academic units of the Newark geographic area.
 3. New Brunswick, composed of members assigned to the academic units of the New Brunswick geographic area.

- B. Members assigned to University Wide units may affiliate with the chapter for the geographic area closest to their primary work location.
- C. The Part-Time Lecturer Faculty Chapter is an affiliate with its own organization and bylaws. The only Articles of these bylaws that apply to the Part-Time Lecturer Faculty Chapter are those that directly refer to that Chapter.

ARTICLE XIII: CHAPTER OFFICERS

- A. The officers shall be a President, a Vice President, and a Secretary-Treasurer, elected from among the active members of each chapter by secret ballot of the membership in March of each year for two-year terms beginning July 1 of the same year.
- B. The chapter President shall administer the unit's affairs, shall preside at membership and Executive Committee meetings and shall serve ex-officio on all standing committees.
- C. The duties of the chapter Vice president shall be general supervisory and administrative duties as assigned by the President with the advice of the chapter Executive Committee.
- D. The chapter Secretary-Treasurer shall keep all minutes and records of the Rutgers AAUP-AFT chapter.
- E. If for any reason an officer becomes unable to serve, his/her place shall be filled by recommendation of the Nominating Committee and with the approval of the chapter Executive Committee. The Executive Committee shall be the sole judge of such inability to serve.

ARTICLE XIV: THE CHAPTER EXECUTIVE COMMITTEE

- A. There shall be an Executive Committee for each chapter composed of the following members:
 - 1. All chapter officers and the chapter Immediate Past-President;
 - 2. Four additional members to be elected by the chapter membership for terms of two (2) years, to be staggered in such a manner that two (2) terms of office shall expire annually;
 - 3. The chairpersons of chapter standing committees;
 - 4. One TA/GA representative selected from among the chapter's TA/GA membership according to procedures determined by the TA/GA Steering Committee (Article IX).
 - 5. Following the annual election of officers, the person elected as the next chapter president shall become a member of the Executive Committee.
- B. The chapter President, or in his/her absence, the chapter Vice President, shall serve as chair of the Executive Committee.

- C. The chapter Executive Committee shall have the power to supervise the administrative affairs of the chapter; to receive reports of any committee and advise thereon; to call special meetings of the chapter; to take action on all administrative matters not specifically provided for herein; and to take final action on any matter the urgency of which makes it impracticable to call a regular or special meeting of the chapter.
- D. There shall normally be at least two meetings each semester of the chapter Executive Committee; other meetings may be called upon the request of the President or three members of the Executive Committee.
- E. Fifty percent minus one of the membership of the chapter Executive Committee shall constitute a quorum. All actions of the Executive Committee shall be taken by an affirmative vote of a majority of the Executive Committee members present.

ARTICLE XV: CHAPTER COMMITTEES

- A. Immediately upon assuming office, the chapter President shall appoint, with the advice and consent of the chapter Executive Committee, the following standing committees:
 - 1. Nominations and Elections; and
 - 2. Program.
- B. The chapter Executive Committee may establish such other special and standing committees as it may deem necessary.
- C. The chapter President shall be an ex-officio member of all committees with the exception of the chapter Nominating Committee.

ARTICLE XVI: CHAPTER ELECTIONS

- A. Every Fall term, the chapter Nominations and Elections Committee shall prepare a slate of nominees for each of the following chapter positions:
 - 1. President;
 - 2. Vice President;
 - 3. Secretary-Treasurer;
 - 4. Two Executive Committee Members (two-year terms); and
 - 5. Representatives to the Executive Council. (See Article VI, Paragraph A for terms and number.)
- B. The candidates put forward by the chapter Nominations and Elections Committee shall be announced at the same time as the candidates for University-wide officers of the Rutgers Council of AAUP Chapters, AAUP-AFT are announced. (See Article IV, Paragraph B-5.)

- C. Nominations of chapter officers, Executive Committee members, and representatives to the Executive Council may also be made by a petition signed by ten (10) members of the chapter and presented to the Executive Council, no later than fifteen working days following the presentation of the chapter Nominations and Elections Committee slate.
- D. The election of chapter officers, Executive Committee members, and representatives to the Executive Council shall take place at the same time as the election for the University-wide officers of the Rutgers Council of AAUP Chapters, AAUP-AFT. (See Article IV, Paragraph B-5.)
- E. Ballots shall be sent to all chapter members by the staff of the Rutgers Council of AAUP Chapters, AAUP-AFT under the supervision and with the assistance of the chapter Nominations and Elections Committee.
- F. Ballots shall be counted by the staff of the Rutgers Council of AAUP Chapters, AAUP-AFT under the immediate supervision of the Committee on Nominations and Elections of the Executive Council.
- G. No ballots received after the announced deadline for the return of ballots shall be counted. All election procedures must be completed by May 1.

ARTICLE XVII: CHAPTER MEETINGS

- A. The chapter Executive Committee shall call a general membership meeting of all chapter members during the spring semester prior to the annual election of chapter officers.
- B. Ten (10) chapter members shall constitute a quorum in Camden, fifteen (15) in Newark, twenty-five (25) in New Brunswick.
- C. The chapter President shall deliver his/her annual report to the membership and the chapter Nominating Committee shall deliver its report at the Annual Meeting.
- D. The agenda of the meeting shall be outlined in the call for the meeting. Additions to the agenda shall be made by a two-thirds (2/3) vote of the members attending a meeting.
- E. Any action taken at a meeting shall require passage by a simple majority.
- F. At the discretion of the chapter President, or upon receipt of a petition signed by ten (10) members of the chapter, a special meeting of the general membership shall be called by the President. Special meetings shall be governed by the same rules as those for regular meetings.

ARTICLE XVIII: DEPARTMENT REPRESENTATIVES

- A. To develop a broader involvement by the membership in the Rutgers Council of AAUP Chapters, AAUP-AFT, each department or appropriate academic unit

within the constituent chapters may elect or appoint a Department Representative and alternate.

- B. The major responsibility of the Department Representative is to serve as the liaison between the Executive Council and the general membership.
- C. Each constituent chapter must elect from among its Department Representatives a person to serve on the Executive Council for a two-year term. When this election is appropriate it shall be held at the annual meeting.

ARTICLE XIX: AMENDMENTS

These By-Laws may be amended by a two-thirds (2/3) vote of those responding to a secret ballot sent out by the Executive Council.

ARTICLE XX: BY-LAWS REVIEW

The Executive Council shall appoint at three-year intervals a By-Laws committee to review these By-Laws and make recommendations for necessary changes.

ARTICLE XXI: RATIFICATION OF THE BY-LAWS

These By-Laws shall become effective on the date of ratification. Amendments shall become effective on the date of their approval by the membership.

ADOPTED 9/27/72
AMENDED 6/30/79
AMENDED 6/2/80
AMENDED 5/9/83
AMENDED 4/24/86
AMENDED 11/1/88
AMENDED 2/16/90
AMENDED 5/3/04
AMENDED 5/2/05
AMENDED 4/27/09
AMENDED 4/30/10
AMENDED 4/28/11