



2019 Proposed Amendments to UCPEA Constitution & Bylaws

PROPOSALS FROM CONSTITUTION & BYLAWS COMMITTEE

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PROPOSALS FROM INDIVIDUAL MEMBERS *(fulfilled constitutionally established signature requirement)*

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CONSTITUTION

ARTICLE V: EXECUTIVE BOARD

Section 6:

The Executive Board shall have the power to employ an Executive Director and all personnel as may be determined by the needs and finances of the Association. Normally, all temporary and permanent positions shall be advertised, and applicants interviewed, in accordance with UCPEA's established procedures. ~~While relatives of members are not prohibited from seeking or accepting employment with UCPEA, no officer shall use his/her position or influence to gain employment for a relative, or participate in any aspect of the hiring process. If an offer of employment is accepted by an officer's relative, the officer must recuse him/herself from jurisdiction over any personnel issues that may impact the relative, and from participation in Executive Sessions and Executive Board votes that address personnel issues (including discussions on compensation, benefits, working conditions, and performance evaluations), as long as the relative remains employed by UCPEA.~~ **Relatives of Executive Board officers are prohibited from seeking or accepting employment with UCPEA. UCPEA members who are relatives of UCPEA office staff are prohibited from running for Executive Board office.** For the purposes of this provision, the term "relative" shall mean one of the following: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, spouse or domestic partner, grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister.

Section 11:

~~The Executive Board may appoint members to the Negotiating Committee in addition to the Union Representatives and the First Vice President for Collective Bargaining.~~

Executive Board officers will be required to sign a confidentiality agreement upon taking office. The purpose of this agreement is to protect personal and confidential information incumbents may come across in their role as an Executive Board officer.

Section 12:

~~The Executive Board shall select the Bargaining Team from the Negotiating Committee, striving for proportional representation from across the Union.~~

Executive Board officers shall be required to participate in Executive Board training within two months of taking office; trainings should cover officer's specific roles and responsibilities, diversity and inclusion and labor's core values.

The Executive Board shall hold three full day meetings for planning the agenda of the organization each year. These meetings shall be scheduled one during the month of July and during the fall and spring semesters respectively. Attendance is mandatory for all Executive Board officers.

ARTICLE VI: DUTIES OF OFFICERS & UNION REPRESENTATIVES

Section 5:

VICE PRESIDENT FOR COMMUNICATIONS: Under the general direction of the Executive Board, the Vice President for Communications shall be responsible for coordinating and implementing all activities related to keeping the UCPEA membership and the general public informed of issues and events affecting the membership. The Vice President for Communications shall solicit articles and act as the official editor of the UCPEA newsletter **and shall be the chair or co-chair of the Communications Committee..** The Vice President for Communications shall also act as the liaison to affiliated organizations on public relations issues. The Vice President for Communications shall handle other matters as assigned by the President and approved by the Executive Board.

Section 7:

SECRETARY: Under the general direction of the Executive Board, the Secretary shall be responsible for recording all formal proceedings of UCPEA. Formal proceedings include all Executive Board meetings, the Annual Membership Meeting, and special meetings where business is conducted. **The Secretary shall maintain minutes and a compilation of all Executive Board motions in an electronic format.** The Secretary shall also maintain the Association's Policies and Procedures Manual. The Secretary shall chair or co-chair the Nominating Committee. The Secretary shall track and keep the Executive Board apprised of all constitutional timelines and deadlines. The Secretary shall handle other matters as assigned by the President and approved by the Executive Board.

Section 9:

CHIEF UNION REPRESENTATIVE: Under the general direction of the Union Representatives, the Chief Union Representative shall be responsible for communications between the Executive Board and the Union Representatives. In addition, the Chief Union Representative shall coordinate all activities of the Union Representatives pertaining to their roles of informing their area membership of pending issues, and representing their views to the Executive Board and other appropriate UCPEA committees. The Chief Union representative shall work with all Union Representatives to ensure maximum attendance at all meetings of Union Representatives. The Chief Union Representative shall chair regular meetings of the Union Representatives. At the first meeting of the Union Representatives after the Chief Union Representative takes office, the Chief Union Representative shall appoint a Union Representative, who is not an Executive Board member, to chair meetings of Union Representatives in the absence of the Chief Union Representative. **The Chief Union Representative shall coordinate at least one training session for Union Representatives annually. During election years, a Union Representative training session shall take place by the end of the fall semester. Training topics should include roles and responsibilities of Union Representatives, diversity and inclusion and labor's core values.** The Chief Union Representative shall handle other matters as assigned by the President and approved by the Executive Board.

Section 12:

UNION REPRESENTATIVES: The Union Representatives shall: attend Union Representatives **trainings and meetings;** ~~serve on the Negotiating Committee, which shall advise and provide direction to the Bargaining Team in preparation for, and during, contract negotiations;~~ advise the Executive Board of their constituent members' views on Association policies and practices; communicate Executive Board decisions, contract interpretations, and the results of meetings to their constituent members; assist the Grievance Team in handling grievances; elect one member from among themselves to serve as Chief Union Representative, who shall be a member of the Executive Board and chair Union Representative meetings. Union Representatives shall handle other matters as assigned by the Chief Union Representative.

ARTICLE VII: COMMITTEES

Section 1:

Members of all committees must be Association members in good standing. The Executive Board may appoint UCPEA office staff or Associates as ex officio members of committees.

Committee members shall serve with the approval of the committee chairperson, subject to appeal to the Executive Board.

Members of committees shall be appointed by the chairperson. The chairperson shall be appointed by the President. Committee members shall be required to sign a confidentiality agreement at the beginning of their term. The purpose of this agreement is to protect personal and confidential information incumbents may come across in their role as a committee member.

Committees shall meet regularly at a time and place specified by the committee. Minutes and attendance shall be recorded and filed in the UCPEA office.

Section 2:

NEGOTIATING COMMITTEE: ~~The Negotiating Committee shall advise and provide direction to the Bargaining Team in preparation for, and during, contract negotiations. During contract negotiations, the Bargaining Team is charged with direct negotiations with the University on contract issues. The committee shall be comprised of the Union Representatives, the Executive Board, as well as members appointed by the Executive Board.~~

The Executive Board shall appoint the Negotiating Committee one year prior to the anticipated onset of contract negotiations. The Negotiating Committee shall be comprised of the First Vice President for Collective Bargaining, Executive Director, the Vice President for Social Justice or a member from the Social Justice Committee, case work staff as designated by the Executive Director, a staff member from AFT-CT and no less than five (5) members from the membership. The Negotiating Committee is charged with direct negotiations with the University on contract issues. The First Vice President for Collective Bargaining and the Executive Director shall normally serve as the official spokespeople for UCPEA during negotiations with the University.

Six (6) months prior to the anticipated onset of contract negotiations, a membership survey shall be conducted by the Negotiation Committee. The purpose of the survey is to determine the membership's priorities for the ensuing contract negotiations with the University. The results of this survey shall be shared with the membership prior to the onset of contract negotiations.

All contract negotiation sessions shall be open to UCPEA members. Those attending but not on the Negotiating Committee shall act as observers only. UCPEA members in attendance may participate in UCPEA caucus sessions.

Section 8:

FINANCE COMMITTEE: The Finance Committee shall perform the following functions: (1) advise the Executive Board on all financial matters of the Association; (2) advise the Executive Board on all matters pertaining to UCPEA staff collective bargaining issues; (3) draft an annual Fiscal Year Budget for the Association and submit it to the Executive Board for approval; (4) serve as the Association's Audit Committee with authority over the audit process as specified below; (5) monitor the budget and statement of financial position and recommend any necessary budget adjustments to the Executive Board; (6) review the budget quarterly with the Executive Board and twice annually with the Union Representatives; (7) review and make recommendations to the Executive Board regarding any leases, contracts or agreements including those for office space and equipment; and (8) review and make recommendations on any budgeted expenditure which exceeds its budgeted amount by greater than \$250, or any expenditure greater than \$250 which is not included in the approved budget.

The Finance Committee membership shall be comprised of the Treasurer, the President, and the First Vice President for Collective Bargaining, a minimum of four and a maximum of six UCPEA members at-large, and one non-voting UCPEA staff member. Only two Executive Board members may vote. The voting Executive Board members will be the Treasurer and the President. The First Vice President for Collective Bargaining may vote in the absence of one of the other Executive Board members. The Committee members shall be appointed by the President for two year terms in July following the biennial election of officers. Committee member appointments shall be approved by the Executive Board. An at-large member vacancy shall be filled by appointment by the President and approval of the Executive Board and run until the end of the two year term.

Finance Committee officers shall be as follows: (1) Chair: UCPEA Treasurer; (2) Vice Chair: one committee member at large who shall be elected by the Committee. The Vice Chair shall preside over meetings in the absence of the Treasurer; (3) a recording secretary: one committee member at large who shall be elected by the Committee. The Committee shall meet at least monthly to monitor the Association's annual budget and its overall financial position, and to develop long-range financial plans for the Association.

The Committee shall consult with the Executive Board's representative for staff collective bargaining and **Executive Director contract negotiations** prior to and during all phases of the negotiation process. It shall advise the Board's negotiator on matters pertaining to compensation and benefits for **Executive Director and** UCPEA staff. One non-Executive Board voting member of the Committee may be present at all UCPEA staff negotiation sessions.

The Committee shall oversee the Association's annual financial Audit. Its responsibilities shall include appointment of the Auditor, coordination of the audit process, and final acceptance of the Audit report. The Finance Committee shall review the Audit report with the Executive Board prior to **the Executive Board's final vote of acceptance**.

The Committee shall draft an annual budget for the ensuing fiscal year (July 1 through June 30) to be presented to the Executive Board by April 1. The budget should include the following expenses: affiliation expenses, staff expenses, Executive Board expenses, office occupancy and operation expenses, salaries for officers, working monies for committees, and any other necessary Association expenditures. The budget should also include projected income for the ensuing fiscal year. Included in the budget recommendation shall be an annual three-year capital improvement plan, with supporting expenses. The committee shall seek input for the budget from the membership, the Union Representatives and the Executive Board.

It shall recommend to the membership at the Annual Membership Meeting any proposed changes to compensation for the elected officers, and shall recommend to the Executive Board any changes to dues necessary to fund the recommended budget. The committee shall present the adopted budget at the Annual Membership Meeting.

Section 17:

COMMUNICATIONS COMMITTEE: The Communications Committee shall be responsible for assisting the Vice President for Communications in all activities related to keeping the UCPEA membership and the general public informed of issues and events affecting the membership, including the UCPEA newsletter, maintenance of the UCPEA website and the Association's social media presence. The committee shall be comprised of members and staff from the Association.

ARTICLE XII: AMENDMENTS

Section 1:

Amendments may be proposed by the Constitution and Bylaw Committee, or by individual members in good standing.

To be presented to the membership for approval, proposed amendments must be supported by the signatures of at least **3% of the current membership** ~~ten (10) members~~ in good standing, and submitted to, or created by, the Constitution and Bylaw Committee by April 1.

Amendments proposed by individual members must be presented for a membership vote. While the Constitution and Bylaw Committee may offer feedback and suggestions regarding proposed amendments, neither the Constitution and Bylaw Committee, nor the Executive Board, shall change such an amendment in any way without the written consent of the proposer.

An amendment proposed by an individual member may be withdrawn in writing by that member. The withdrawal must be submitted to the Constitution and Bylaw Committee no later than the end of the business day on which the Annual Membership Meeting is held.

ARTICLE XV: CONTRACT RATIFICATION PROCESS

Section 1:

When UCPEA reaches a tentative contract agreement as a result of collective bargaining with the University, the presentation of information to, and vote by the membership, shall be conducted as follows:

- 1) Following the successful negotiation of a contract, the **Negotiating Committee** ~~Bargaining Team~~ shall be responsible for the ratification process.
- 2) The **Negotiating Committee** ~~Bargaining Team~~ shall send the membership notice of a membership meeting within three (3) business days of reaching a tentative agreement. At this meeting the **Negotiating Committee** ~~Bargaining Team~~ shall review **and answer questions about** the tentative agreement with members. This meeting must take place on the Storrs campus at noon within fifteen (15) business days of reaching a tentative agreement.
- 3) Meetings for members at the Regional Campuses and the Law School shall be scheduled by the **Negotiating Committee** ~~Bargaining Team~~ to be held concurrently or within 24 hours of the Storrs meeting. Separate regional meetings shall be conducted by **the Negotiating Committee** ~~a member of the Bargaining Team~~, either in person, or via electronic means. **At this meeting the Negotiating Committee shall review and answer questions about the tentative agreement with members.**
- 4) ~~The Bargaining Team shall provide details of the tentative agreement at the membership meeting. The complete agreement shall be available on the UCPEA web site~~ **five (5) business days prior to the membership meeting as described in Article XV, Section 1 and 2.** ~~at the start of the meeting.~~
- 5) Three **(3)** days following the initial contract presentation membership meeting **as described in Article XV, Section 1 and 2**, there will be a second membership meeting for further discussion.
- 6) Electronic balloting will begin and be open for 72 hours following the second membership meeting.
- 7) Guidelines for voting shall be established by the Election and Balloting Committee.
- 8) Ballots shall be counted and certified within three (3) business days of the last day of voting.

9) Notification of the contract ratification results shall be made available within one (1) business day of certification via the UCPEA web site. Notification of the ballot results shall be sent to the membership within three (3) business days of certification.

BYLAWS

ARTICLE I: DUES

Section 1:

The regular annual dues of the Association shall be equal to ~~0.90%~~ **1%** of the salary of the member plus any increase in per capitas of affiliated organizations of the Association.

ARTICLE III: COMPENSATION

Section I:

Changes in the annual compensation for officers of the Association shall be presented at the Annual Membership Meeting of the Association in an even-numbered year. Such changes take effect in July of the next odd-numbered year, and shall remain in effect for the complete term of elected or appointed officers.

President \$4,000

First V.P., Collective Bargaining \$2,500

V.P., Professional Issues \$2,000

V.P., Political Affairs \$2,000

V.P., Communications

\$2,000

V.P., Membership Services

\$2,000 ~~Recording~~ Secretary

\$2,000 Treasurer \$2,500

Chief Union Representative \$2,000

CONSTITUTION - The University of Connecticut Professional Employees Association **AMENDMENTS**

Amendment ARTICLE V: Section 1: EXECUTIVE BOARD Section 1: The Executive Board of the Association shall consist of all elected officers. The elected officers shall include President, First Vice President for Collective Bargaining, Vice President for Professional Issues, Vice President for Political Affairs, Vice President for Communications, Vice President for Membership Services, **Vice President for Social Justice**, Recording Secretary, Treasurer, and Chief Union Representative.

Amendment: ARTICLE VI: Section 13: VICE PRESIDENT FOR SOCIAL JUSTICE:

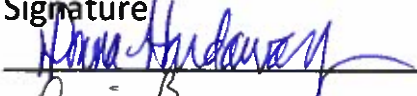





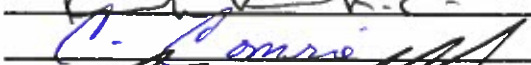



Under the general direction of the Executive Board, the Vice President (VP) for Social Justice shall be responsible for UCPEA's advocacy, collaborator, and leadership of social justice, equity, diversity, and inclusion work with members and community affiliates. Moreover, the Vice President for Social Justice will work in partnership with all members to engage in active citizenship to identify and dismantle social inequities that affect UCPEA members and the UConn community at large, including but not limited to people targeted for oppression, marginalization, and discrimination on the basis of an individual's status of any group protected by civil rights laws, including but not limited to: race, disability, religion, national origin, sex, age, marital status, sexual orientation, and/or political beliefs. The VP for Social Justice shall be the chair of the Social Justice Committee and serve on the American Federation of Teachers (AFT-CT) Social Justice Committee. The VP for Social Justice shall handle other matters as assigned by the President and approved by the Executive Board.

BYLAWS - The University of Connecticut Professional Employees Association

Amendment ARTICLE VII: COMPENSATION Section I: President \$4,000 First V.P., Collective Bargaining \$2,500 V.P., Professional Issues \$2,000 V.P., Political Affairs \$2,000 V.P., Communications \$2,000 V.P., Membership Services \$2,000, V.P., **Social Justice \$2,000**, Recording Secretary \$2,000 Treasurer \$2,500 Chief Union Representative \$2,000

CONSTITUTION - The University of Connecticut Professional Employees Association

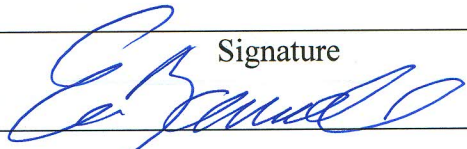


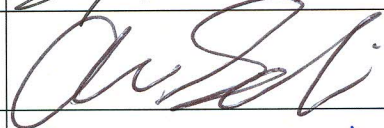
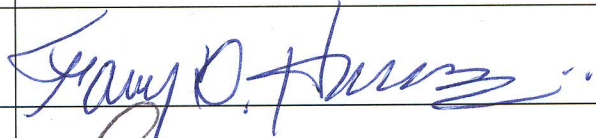
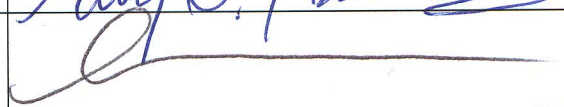

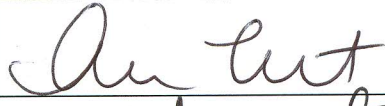
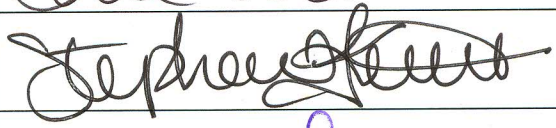
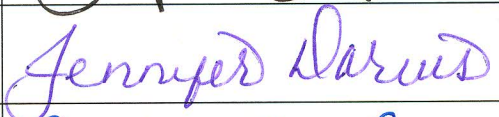
AMENDMENT SIGNATURES

Print Name	Signature
1. Donna Hardaway	
2. Dianne Beer	
3. ROSARIO SCHILLINGER	
4. Gaye Sward	
5. Jennifer Burrell	
6. Ramesh K.C.	
7. Cassandra Comrie	
8. Charles A. Rowland	
9. Eric Rosario	
10. Nick Bertosa	

Adding the text in blue

Article IV, section 5:

No discrimination shall ever be shown toward individual members, or applicants for membership, on the basis of an individual's status in any group protected by civil rights laws, including but not limited to: race, disability, religion, national origin, sex, age, marital status, sexual orientation, or political beliefs. Any member in good standing shall not be disenfranchised for an opportunity to serve as an area representative, and/or on the Executive Board, and/or on any committees.

1.	Print Name	Signature
	Eric Bardhard	
2.	EMAN HANCOCK	
3.	Jeff Collins	
4.	Andrew Salimeno	
5.	Bianka Horvath	Bianka Horvath
6.	Fanny D. Hannon	
7.	Lauren Schaller	
8.	Karen Zajac	
9.	Anna Milot	
10.	Stephanie Kiuch	
11.	Jennifer Darius	
12.	Amanda Salas	Amanda M. Salas

E. Leann Sanders

E. Leann Sanders

Robert Morreu



Proposed Amendment to UCPEA Constitution and Bylaws 2019

Relatives of Association Executive Board members may not be a candidate for nor hold an Association Executive Board office during the same term as another relative. For the purposes of this provision, the term "relative" shall mean one of the following: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, spouse or domestic partner, grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister.

- | | |
|--------------------------------|----------------------|
| 1) <u>Michael E. Long</u> | Michael E. Long |
| 2) <u>Gilbert Milens</u> | Gilbert Milens |
| 3) <u>Joan Marguis</u> | Joan Marguis |
| 4) <u>Kathryn Gontarz</u> | Kathryn Gontarz |
| 5) <u>Enrique Miras-Alonso</u> | Enrique Miras-Alonso |
| 6) <u>Seth Michalek</u> | Seth Michalek |
| 7) <u>Larry Wyse</u> | Larry Wyse |
| 8) <u>Carolyn Chartier</u> | Carolyn Chartier |
| 9) <u>Jean Ose</u> | Jean Ose |
| 10) <u>Presith Gaddam</u> | Presith Gaddam |

Signed by 10 UCPEA Mmbebers in good standing

- | | |
|---------------------------|----------------|
| 11) <u>Elton Thompson</u> | Elton Thompson |
|---------------------------|----------------|

2019 Constitution & Bylaws Committee

Sheila Kucko, Chair
Jason Escalera
Peter Morenus

IMPORTANT NOTES:

UCPEA will hold an additional membership meeting to discuss proposed amendments at noon on Wednesday, May 29 in the Student Union Theatre.

Voting on proposed amendments will take place via electronic ballot June 6 -17. Ballots will be emailed to all members in good standing on June 6, 2019.