

By-laws

for RCC/OSEA

Chapter #152

TABLE OF CONTENTS

Preamble.....2

Article I. NAME OF ORGANIZATION.....2

Article II. PURPOSE.....2

Article III. MEMBERSHIP2

Article IV. OFFICERS/EXECUTIVE COMMITTEE.....3

Article V. COMMITTEES AND DELEGATES.....4

Article VI. MEETINGS4

Article VII. PARLIMENTARY AUTHORITY.....4

Article VIII. AMENDMENTS4

Article IX. DUES4

Article X. RATTIFICATION.....4

Preamble

We, the classified personnel of Rogue Community College, have organized for the express purpose of:

1. Keeping informed on matters not only affecting the classified personnel, but the College as a whole;
2. As a group, we will be better equipped to assimilate information gleaned from the Board, as well as other sources;
3. It is our hope, as an organization with a single spokesperson or delegation, that we may make our collective views known at the appropriate times, as well as be receptive to the views of others;
4. The membership firmly believes that Rogue Community College is only as effective, as a unit, as are the individual staff members. To strive for a common goal of excellence is to consider each individual's mission as being essential.

Article I. NAME OF ORGANIZATION

The organization shall be known as "Rogue Community College Classified Employee's Association" hereafter referred to as the "Association."

Article II. PURPOSE

Section 1. Provide a vehicle for the presentation and representation of the views of a united classified staff on matters concerning their welfare.

(a) To act as a sounding board, hearing ideas, and proposals that will affect the overall operation of Rogue Community College, thereby making each classified individual's job more efficient.

(b) To promote a feeling of cooperation and understanding between the classified employees, faculty, and administrators while respecting the separation of the functions and duties.

(c) To establish a better fellowship among members of the Association.

(d) To assist the Association and those similarly situated in securing occupational training as a means of improving services rendered.

Article III. MEMBERSHIP

Section 1. Qualifications of Membership

(a). All regular classified employees are eligible for membership

Section 2. Voting Membership.

(a). The voting membership shall consist of all dues-paying classified employees.

Article IV. OFFICERS/EXECUTIVE COMMITTEE

Section 1. The officers of the classified Association shall consist of: a president, 3 campus vice-presidents, a public relation/elections officer, and secretary/ treasurer, which shall be known as the Executive Committee. Terms of office shall be for two years.

Section 2. The officers shall be elected by a majority vote in a secret ballot by dues paying members of the Classified Association in accordance of Article VI of RCC/OSEA Constitution.

Section 3. Candidates for office shall be nominated at the meeting prior to the September meeting and voted upon at the September meeting of the same year. The term of office shall be two years from the date of election. The elected officers will assume responsibilities at the first meeting in October of the same year.

Section 4. If a vacancy occurs in an office with more than 9 months remaining in his/her term a special election shall be called in accordance with established rules of Article VI and Article IX of the RCC/OSEA Constitution and if the vacancy occurs with less than 9 months remaining in his/her term the vacancy will be filled by Executive Committee. The Association President shall seek applications from membership, interview, and select three candidates from which the Executive Committee will select the new officer; such officer will stand for re-election by membership at the next scheduled election.

Section 5. Duties of Officers in accordance to ARTICLE IX of RCC/OSEA Constitution.

President – shall serve as the leader and advisor to the Association, Executive Committee, ex-officio member of all standing committees and appoint such committees as necessary, appoint members to CAMAT, serve as chairman of CAMAT, represent the Association at executive council, Board of Directors, and perform such other duties as required.

Vice Presidents – shall serve as the leader and advisor to the Association members at his/her campus location, represent campus at CAMAT, campus councils and be a contact for employee grievances, shall assume the duties of President in his or her absence when called upon by the chair to do so, shall recruit, train, mentor and coordinate as many Building Representatives/Stewards as necessary for his/her campus, and assume such other duties as required by the Association President.

Public Relation/Elections Officer – shall maintain membership list of active membership, report such to the executive committee, take lead in recruiting new members. Shall be the public spokes person representing the Executive Committee and membership. Shall post notice of elections, distribute ballots, collect absentee ballots, and validate dues-paying members at the Association election. Shall chair the Elections committee of three members to validate all union elections and assist the President when so required.

Secretary/Treasurer – shall maintain all correspondence, file, and prepare agenda/minutes of Association meetings and executive meetings, answer all correspondence as required, and report such action to the Executive Committee. Make available to the membership agendas/minutes Association meetings. Shall maintain a record of all funds of the Association, prepare annual budget, and submit action to the general membership, and assist the president when required.

Past President - shall remain a member of the Executive Committee in an advisory role.

Article V. COMMITTEES AND DELEGATES

Section 1. Building Representatives

A. Building representatives shall be appointed by the campus vice-presidents to serve a one-year term.

B. Duties to include:

1. Couriers between Executive Committee and Association members to keep communications open to all happenings.
2. To bring problems arising in their specific areas before the Executive Committee

Section 2. CAMAT Team

A. Shall consist of the following members:

1. President
2. Vice-president of Redwood campus
3. Vice-president of Riverside campus
4. Vice-president of Table Rock campus
5. Any Association member in good standing that is selected by the newly elected President, one each from the campuses the President does not reside at full-time.

Section 3. Negotiation Team

A. Shall consist of members appointed to CAMAT.

Section 4. Chapter Delegates

A. Any Association member in good standing may petition to be a delegate or to attend any workshop.

Section 5. Professional Growth Committee

A. Shall consist of members appointed by the Executive Committee.

Section 6. Government Relations Committee

A. Shall be appointed by the Executive Committee.

Article VI. MEETINGS

There shall be one meeting in each month with a pre-designated time and place. Special meetings may be called by the President when deemed necessary. Executive Committee shall meet each week or minimum of one meeting prior to the regularly scheduled monthly meeting.

Article VII. PARLIMENTARY AUTHORITY

Robert's Rules of Order, latest edition, shall be the parliamentary authority for the Classified Association.

Article VIII. AMENDMENTS

Section 1. The Association Constitution and By-laws may be amended at any regular or special meeting of Association provided written and/or e-mail copies of the proposed amendment shall have been sent to all members 30 days prior to the voting date.

Section 2. Any amendment may be adopted by a two-thirds affirmative vote of the voting members of the Classified Association.

Section 3. Fair-share shall automatically be voted on if association membership reaches the sixty percent of total classified employees.

Article IX. DUES

Dues shall be assessed at current state schedule with the addition of \$1.00 for chapter dues per month. An emergency assessment, not to exceed \$5.00 per member annually, may be made as a situation warrants.

Article X. RATTIFICATION

These By-Laws of the Rogue Community College Employee's Association shall take effect immediately following ratification by two-thirds vote of dues paying Association members.

Ratified by majority vote: