



# **Constitution & Bylaws**

effective October 29, 2017

## **COUNCILS:**

**Graduate Employees**

**Higher Education**

**PK-12 Teachers**

**Paraprofessional and School-Related Personnel**

**Retirees**

**State Employees**

**Wisconsin Technical College System**

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# Constitution

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## ARTICLE I

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### Name

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This organization, affiliated with the American Federation of Teachers in 1933, shall be known as AFT-Wisconsin.

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## ARTICLE II

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### Objectives

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The mission of AFT-Wisconsin is to improve the lives of our members and their families, to give voice to their legitimate professional, economic and social aspirations, to strengthen the institutions in which we work, to improve the quality of the services we provide, to bring together all members to assist and support one another and to promote democracy, human rights and freedom in our union, our state and our nation. Based on this mission, the purposes of this State Federation shall be:

**Section 1.** To foster cooperative action among members of AFT-Wisconsin.

**Section 2.** To promote and to assist in the organization of new locals.

**Section 3.** To assist affiliated locals and members of the State Federation in obtaining the rights and services to which they are entitled, in achieving common professional goals and in promoting general welfare of not only AFT-Wisconsin members, but also other AFL-CIO union members and all workers.

**Section 4.** To raise the standards of State Federation members by securing the working conditions essential to professional job performance.

**Section 5.** To improve educational opportunities and to promote democratic practices in the schools which will better enable students to take their places in the economic, social, political, and cultural life of the community.

**Section 6.** To improve standards for public employees by working for the passage and strengthening of collective bargaining and civil service legislation, promoting continuing education, and securing working conditions conducive to the best performance and delivery of public service.

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## ARTICLE III

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### Membership

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**Section 1.** All members of the Wisconsin locals of the American Federation of Teachers, other than those affiliated with the Wisconsin Federation of Nurses and Health Professionals, are members of AFT-Wisconsin.

**Section 2.** All Wisconsin locals affiliated with the American Federation of Teachers, other than those affiliated with the Wisconsin Federation of Nurses and Health Professionals, must affiliate with AFT-Wisconsin.

**Section 3. Other Membership Categories.**

(a) Any education professional or other public employee residing outside of the jurisdiction of an established local may be a member of the nearest local or a member at large of the State Federation. The State Executive Board shall determine procedures for participation by these at large members in all activities of the State Federation, except where other constitutional provisions apply.

(b) Retired members of any AFT local or retired members at large are eligible for membership in the AFT-Wisconsin Retiree Council. The voting rights of members of the AFT-Wisconsin Retiree Council are provided in Article VIII, Section 4 of the Constitution.

(c) Where a local of the American Federation of Teachers exists in or near a college or university having a department of education, that local may accept prospective teachers as associate members. Associate members shall have only visitor's privileges at the state and national conventions. A student teacher may also be accepted as a member at large of the State Federation.

**Section 4.** No managerial, management, or executive employee as defined by the Municipal Employment Relations Act or the State Employment Labor Relations Act may be a member of AFT-Wisconsin.

**Section 5. Bill of Rights.**

(a) Rights to Membership. No discrimination shall be exercised toward individuals or applicants for membership because of race, religion, creed, political affiliation, sex, sexual orientation, gender identity, gender expression, handicap, age, national origin, or immigration status.

(b) Freedom of Speech. Members shall be free to express their opinions concerning the operations of this organization. Active discussion of this State Federation's affairs shall be encouraged and protected within this organization.

(c) Democratic Elections. Members shall have the right to fair and democratic elections. This includes due notice of nominations and elections, equal opportunity for competing candidates, and proper election procedures which shall be constitutionally specified. Members shall have an equal right to run for and to hold office, subject only to constitutionally specified qualifications, uniformly applied.

(d) Accountancy of Funds. Members shall have the right to a full and clear accounting of all organization funds at all levels. Such accounting shall include but not be limited to, periodic reports to the Membership by the appropriate fiscal officers and periodic audits by officers selected for that purpose or by independent auditors not otherwise connected with the organization.

(e) Participation in Decisions. Members of the State Federation who are not members of the executive board shall have the right to full participation in the decision-making processes of this organization and to pertinent information needed for the exercise of this right.

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## ARTICLE IV

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### Special Interest Councils and Representatives

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**Section 1.** Councils shall be:

- (a) PK-12 – for locals representing employees of local education agencies;
- (b) WTCS – for locals representing employees of the Wisconsin Technical College System;
- (c) University – for locals representing employees primarily from the university system;
- (d) State Employees – for locals representing employees of State agencies;
- (e) PSRP – for locals representing paraprofessionals and school related personnel;
- (f) Graduate Employees – for locals representing assistants employed by a university;
- (g) Retirees – for any retired member of AFT-Wisconsin.

**Section 2.** Additional councils may be added by the AFT-Wisconsin Executive Board by a two-thirds (2/3) vote when necessary to accommodate a significant affiliation, provided that the necessary amendment to this Constitution is accomplished not later than the first subsequent Convention at which the issue may be addressed.

**Section 3.** Representation on the Executive Board of each council is described in Article V, Section 1 of the Constitution.

**Section 4.** Each council shall establish its own bylaws and they must be electronically submitted and on record at the AFT-Wisconsin office.

**Section 5.** The AFT-Wisconsin Executive Board shall make initial assignments of locals to councils, but a local may petition any council for membership. A two-thirds (2/3) vote of the governing body of the petitioned council shall be necessary for acceptance.

**Section 6.** Three (3) regions shall be defined based on balanced locals, members, constituencies, and geographic location, with consideration given to locals with statewide membership. See appendix A:

**Section 7.** The Executive Board shall have the authority to adjust regions by a two-thirds (2/3) vote upon written request of local.

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## ARTICLE V

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### Executive Board

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**Section 1.** Representation on the Executive Board shall be limited to one (1) Vice President per local except that a local representing more than one (1) bargaining unit may have one (1) Vice President from each bargaining unit. For purposes of this section, the term “bargaining unit” includes potential bargaining units for non-bargaining locals. Council VP positions take precedence over Regional VP positions when the number of representatives elected from a local exceeds the maximum allowed per this section.

**Section 2.** (a) The President, Regional Vice Presidents, the council Vice Presidents, the Secretary, and the Treasurer shall constitute the Executive Board.

(b) The Executive Board shall have the authority to expand itself by a two-thirds (2/3) vote and to appoint persons to fill such positions to provide immediate representation on the Executive Board to large locals that might affiliate with AFT-Wisconsin, at which time such large locals will have the opportunity to nominate candidates for regular positions on the Board. For purpose of this section only, a new local shall not be considered to have affiliated with AFT-Wisconsin until the local has started paying per capita dues as provided in Article IX, Section 2 of the Constitution.

**Section 3.** The immediate past President shall be an ex-officio member of the Executive Board for a period of one year without the power to vote.

**Section 4.** The Executive Board shall follow the instructions of the Convention and administer the affairs of the State Federation.

**Section 5.** The Executive Board shall employ all personnel necessary to transact the business of the State Federation.

**Section 6.** The Executive Board shall have the power to make rules and regulations not in conflict with this constitution and shall establish policy for the State Federation which is consistent with this constitution.

**Section 7.** The Executive Board shall meet in person at least four times a year, exclusive of convention. A board member may request to participate at the meeting via teleconference. Teleconferences will be held in the months when an in-person meeting is not held. Regular meetings shall be called by the President. Special meetings shall be called upon request made to the President by one-third (1/3) of the members of the Executive Board.

**Section 8.** All members of the Executive Board shall be notified of Board meetings.

**Section 9.** A majority of the voting members shall constitute a quorum.

**Section 10.** Ad hoc committees may be established at any time by the Executive Board to discharge any special function.

**Section 11.** The Executive Board shall have access to the records of the State Federation, excluding personnel records.

**Section 12.** Within 60 calendar days of the biennial convention in which a new Executive Board is elected and seated, the newly elected Executive Board shall approve a Code of Ethics document to govern Executive Board members' actions and behaviors.

**Section 13.** Within 60 calendar days following the convention, the Executive Board Committee assignments shall be reviewed, updated and posted.

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## ARTICLE VI

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### Officer Duties and Authority

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**Section 1.** The officers shall be a President, three (3) Regional Vice Presidents, seven (7) council Vice Presidents, a Secretary, and a Treasurer elected from among the active membership by the delegates to the Convention.

**Section 2.** The President shall be the chief executive officer of the State Federation. The President shall preside at each Convention. The President shall administer all of the affairs of the State Federation and put into effect the policies of the State Federation as determined by the Executive Board and the Convention and shall act as a delegate for the AFT-Wisconsin to AFT Conventions and to Conventions of the Wisconsin AFL-CIO.

**Section 3.** At the post-convention Executive Board meeting, the board shall appoint a board member to serve as Senior Vice President should the president be unavailable or leave office. The Senior Vice President shall act as presiding officer in the absence of the President and shall succeed to the office of President for the duration of the unexpired term in the event of death, resignation, or termination of active membership in the State Federation by the President. The Senior Vice President shall also serve as an alternate to AFT Conventions and Wisconsin AFL-CIO Conventions.

**Section 4.** The duties of the other officers shall be those usual to their respective offices and also any additional duties as delegated by the President.

**Section 5.** All officers shall serve a two-year term concluding after the adjournment of the Convention at which their successors have been elected.

**Section 6.** Officers may be removed from office as provided in Article IV, Section 3 of the Bylaws.

**Section 7.** In the event of death, resignation, termination of active membership in the State Federation, or removal from office of:

(a) the Secretary or Treasurer, the Executive Board shall elect one of the Regional or Council Vice Presidents to fill the office for the duration of the unexpired term.

(b) a Regional Vice President, the President shall appoint, with the advice and consent of the Executive Board, a new Regional Vice President to serve out the duration of the unexpired term.

(c) a council Vice President, the governing body of the appropriate council shall appoint a new council Vice President to serve out the unexpired term as a council Vice President.

**Section 8.** No staff of AFT-Wisconsin or the American Federation of Teachers shall be an officer of AFT-Wisconsin.

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## ARTICLE VII

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### Elections

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**Section 1.** A call for nomination of officers shall be made six months prior to Convention by notice to all locals and to all members at large.

**Section 2.** Voting for officers of the State Federation shall be by roll call vote, under the rules in force for such votes.

**Section 3.** Beginning at the 2019 convention, The President, Secretary, and Treasurer shall be elected by a majority of all votes cast. The council Vice Presidents shall be elected by a majority of all votes cast by their respective councils. The three (3) Regional Vice Presidents shall be elected by a majority of all votes cast by their respective regions. In the event that no candidate for President, Secretary, Treasurer, or Vice President representing a council or region receives a majority of votes

cast on the first ballot, a runoff election shall be held immediately following the count, between the two candidates receiving the highest number of votes for that office.

The three (3) Regional Vice Presidents for the 2017-2019 term shall be elected post-convention by electronic ballot. Nominations may be made by any local attached to the respective region or by petition of any 10 members belonging to the respective region from November 1-21. Electronic ballots will be distributed to the members in the region on December 1 with voting from December 1 - 7, 2017. Regional Vice Presidents shall join the executive board beginning January of 2018 and complete a term through Convention of 2019.

**Section 4.** At the Convention, each council shall be composed of the delegates elected by the locals assigned to that council. If the council meets at times other than during the AFT-Wisconsin Convention, the council shall be composed of the duly-designated representatives of each local assigned to the council per the council's bylaws.

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## ARTICLE VIII

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### Conventions

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**Section 1.** The Convention shall be held biennially in the odd-number years at such time and place as the previous convention or the Executive Board may determine. The Convention call shall go out at least 60 days prior to the Convention.

**Section 2.** A special convention may be called in the even-numbered years by a two-thirds(2/3) vote of the Executive Board or upon request from at least 15 locals representing a minimum of 30% of the AFT-Wisconsin membership then in good standing.

**Section 3.** Five delegates to the Convention may be elected by each affiliated local. For each one-hundred (100) members or major fraction thereof, five (5) additional delegates may be elected.

**Section 4.** The AFT-Wisconsin Retiree Council may elect five (5) delegates to the AFT-Wisconsin Convention and shall be entitled to five votes at the Convention.

**Section 5.** The members of the Executive Board shall be ex-officio members of the Convention, but without the power to vote, unless they are credentialed as delegates from their locals.

**Section 6.** One-third (1/3) of the seated delegates shall constitute a quorum for the transaction of any business.

**Section 7.** Except as otherwise provided in this constitution, a majority vote shall decide all matters voted upon.

**Section 8.** Delegates and/or alternates to the convention from a local or retiree organization shall be elected by secret ballot. Members of each local must be given suitable opportunity to nominate candidates for the office of delegate and alternate. Notice of the right to make nominations must be sent to each member or given a prominent place in the local publication and on bulletin boards. Notice of the right to make nominations and notice of the election may be combined in one notice. Written notice announcing the time and place of election of delegates must be mailed, either through an electronic medium or via the postal service, to each member at least 15 days prior to the election, but not more than 90 days. The results of the election must be published to members of the local and the ballots kept for one year.

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## ARTICLE IX

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### Financial Matters

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**Section 1.** No member shall have any interest in any of the property of the State Federation or any personal liability for its debts or obligations.

**Section 2.** Each affiliate local shall pay the prevailing per capita assessments set by the State Federation as per the Bylaws.

**Section 3.** Each affiliated local shall convene a committee of at least three (3) members to conduct an internal financial review according to a format to be determined by the AFT executive council, or the local shall contract for an outside audit that meets the standards of generally accepted accounting principles. Either of these reviews must be available to the local membership and provided to the AFT-Wisconsin treasurer by January 1 of the next year.

**Section 4.** The AFT-Wisconsin fiscal year shall begin July 1 of each year and end June 30 of the following year. A certified audit of AFT-Wisconsin by an independent firm shall be conducted at the end of each fiscal year. A copy of such audit shall be distributed to the presidents of the AFT-Wisconsin locals as soon as practicable.

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## ARTICLE X

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### Affiliations

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**Section 1.** This State Federation shall affiliate with the American Federation of Teachers and the Wisconsin State AFL-CIO.

**Section 2.** All Wisconsin locals affiliated with the American Federation of Teachers shall maintain affiliation with AFT-Wisconsin, the Wisconsin State AFL-CIO, and the local labor bodies where they exist.

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## ARTICLE XI

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### Rules of Order

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The latest edition of Robert's Rules of Order shall govern in all cases not provided for in this constitution.

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## ARTICLE XII

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### Adoption & Revision of Constitution & Bylaws

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**Section 1.** This Constitution may be amended by a two-third (2/3) majority of the respondents to a ballot of the State Federation membership or by a two-third (2/3) majority of State Federation delegate strength represented by the delegates at the Convention of the State Federation. Proposed amendments to this constitution shall be submitted electronically to the Executive Board through the Secretary at least 60 days prior to the Convention and shall be circulated to all affiliated locals at least 30 days prior to the Convention.

**Section 2.** The By-Laws may be amended by a majority of the respondents to a ballot of the State Federation membership or by a majority of State Federation delegate strength represented by the delegates at the Convention of the State Federation. Proposed amendments to the By-Laws shall be submitted electronically to the Executive Board through the Secretary at least 60 days prior to the Convention and shall be circulated to all affiliated locals at least 30 days prior to the Convention.

**Section 3.** Proposed amendments to the constitution and bylaws may be initiated by members, locals, a Retiree Council, or the Executive Board.

**Section 4.** The Executive Board shall submit each constitutional amendment and amendment to the bylaws to the Convention with its recommendations.

**Section 5.** A roll call vote shall be held on each of the proposed constitutional amendments and amendment to the bylaws.

**Section 6.** This Constitution shall become effective upon ratification by the members, as herein defined, who attend the Convention when this Constitution is presented and who have made dues payment for the current year membership before this time.

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## Article XIII

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### Referenda and Amendments

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**Section 1.** Proposed actions, including amendments to the constitution, amendments to the bylaws, and actions of the Convention shall be submitted to a referendum vote only by order of the Convention, or of the Executive Board, or by request of five (5) or more locals representing not less than ten (10) percent of the members. The date on which the Convention or Executive Board ordered the election, or the date on which the AFT-Wisconsin office receives the request from the appropriate number of locals shall be the opening date of the referendum.

Ten (10) days after the opening date of the referendum, the AFT-Wisconsin Secretary shall send a form to the president of each local requiring certification by two (2) officers of the local, reporting the number of members in the local. The form must be completed and returned within two (2) weeks, or the local will be ineligible to participate in the referendum and will receive no ballots. The number of members certified may not exceed the number of persons for whom per capita assessments were paid on the most recent payment. The most recent payment may not be more than two (2) months prior and must have included a current membership list.

**Section 2.** Within two (2) weeks after the deadline for certifying locals, the AFT-Wisconsin Secretary shall submit the question to be voted on to the locals. All proponents and opponents may submit written arguments regarding the issue. All written arguments must be received in the AFT-Wisconsin office within three (3) weeks after the question has been sent. Within three (3) weeks of the deadline for submission of written arguments, the AFT-Wisconsin Secretary shall send to the president of each local, affiliated with AFT-Wisconsin, enough copies of the pro and con arguments to permit the local to distribute a copy to each member of the local. At the request of the President and an individual local, copies of the pro and con arguments will be sent directly to the members of the local, as those members are recorded in the AFT-Wisconsin office. The AFT-Wisconsin Secretary shall mail copies of the pro and con arguments directly to members at large. The pro and con arguments shall be posted in the member section on the AFT-W website.

**Section 3.** One (1) week after mailing the arguments to locals/members, the AFT-Wisconsin Secretary shall mail sufficient ballots for each member of each local to the president of the local, and the AFT-Wisconsin Secretary shall mail ballots directly to members at large. The AFT-Wisconsin Secretary shall not mail ballots to locals who are not in compliance with per capita payments and membership lists at the time the ballots are to be mailed. The AFT-Wisconsin Secretary shall not send ballots to any local which did not file certification of membership as required in Section 1 of this Article. Only members certified in Section 1 of this Article shall be allowed to vote, providing they are still members and in good standing (current with dues payments). Members that have joined subsequent to the certification in Section 1 of this Article shall also be allowed to vote providing they are in good standing.

**Section 4.** The AFT-Wisconsin Secretary shall record the postmark date when the ballots were mailed to the local presidents. To be valid, ballots must be returned to the AFT-Wisconsin Secretary within one (1) month after they were mailed to the local president. Return ballots will be timely if the return envelope is postmarked within one (1) month after the postmark date on which they were mailed to the presidents.

**Section 5.** The Executive Board shall have power to adopt such further rules and regulations governing referenda as it shall deem necessary, including the use of electronic means of distribution and provisions for shorter timelines that such use may reasonably accommodate.

**Section 6.** All constitutional amendments and amendment to the bylaws shall become effective upon the conclusion of the referendum by which they are adopted unless the adopted amendment has an effective date; such amendments shall be published and distributed to the membership as soon as practicable.

# Bylaws

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## ARTICLE I

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### Membership

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**Section 1.** Locals may establish the following special classes of membership:

(a) Locals shall pay one half per caps on those members whose salary is less than \$34,000 per year except as provided by the classes below.

(b) Locals shall pay one quarter of the regular per cap rates on those members whose wages fall within the threshold set by AFT-National for this category.

(c) Locals shall pay one eighth of the regular per cap rates on those members whose wages fall within the threshold set by AFT-National for this category.

(d) Retirees. Such locals pay per capita dues for such members at one-twentieth the regular rate.

(e) Locals that represent employees that are laid off, on unpaid leave, or whose appointment for the upcoming term have not yet been renewed, may place those employees in inactive status. Such local shall pay per capita tax for such members of \$2.00 per month.

(f) Applications for special classes of membership may be made on behalf of a bargaining unit or other clearly identified group within a local. The Executive Board shall adopt guidelines to govern the filing and consideration of such applications. All such members shall be entitled to receive full benefits of membership.

**Section 2.** Where a local of the American Federation of Teachers exists in or near a college or university having a department of education, that local may accept prospective teachers as associate members. Annual dues of \$2.50 per year shall be paid directly to the national office and \$1.50 to the AFT-Wisconsin office by the local for each associate member. Associate members shall have only visitor's privileges at the state and national conventions. A student teacher may also be accepted as a member at large of the State Federation.

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## ARTICLE II

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### Executive Board

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Special meetings may be conducted via synchronous electronic media. The expenses of the Executive Board meeting shall be paid by AFT-Wisconsin.

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## ARTICLE III

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### Officer Duties and Authority

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In addition to the duties spelled out in the Constitution, AFT-W officers have the following duties:

**Section 1. President**

1. Call regular and special meetings of the executive board and prepare and distribute agendas for such.
2. Appoint members to committees with the approval of the executive board.
3. Serve as ex-officio member of all committees.
4. Preside over and report to the convention.
5. Perform other duties as designated by the executive board.

**Section 2. Regional Vice President**

1. Work directly with local presidents within their region.
2. Represent the membership of their region.
3. Actively participate in at least two committees of AFT-W.

**Section 3. Council Vice President**

1. In charge of the council portion of the convention.
2. Work with council chairs and attend and participate in council functions.
3. Actively participate in at least two committees of AFT-W.

**Section 4. Secretary**

1. Record, compile, maintain and distribute all minutes of the Executive Board meetings and the Convention.
2. Issue the call for all biennial and special Conventions.
3. Process all official AFT-W correspondence that requires the signature of the Secretary and maintain all other official documents.
4. Serve as chair of the Convention Committee.
5. Actively participate in at least two committees of AFT-W.

**Section 5. Treasurer**

1. Monitor all income, investments and expenses of the State Federation.
2. Prepare and submit a financial report to the Executive Board prior to each regular meeting.

3. Ensure a Per Cap report is sent to the Executive Board prior to each regular meeting showing Per Cap numbers in each category for each local.
4. Prepare and present a financial report to the Convention.
5. Chair the Budget Committee.
6. Ensure accurate records of all receipts and disbursements.
7. Share with the President and Executive Assistant the power to sign and endorse checks and make deposits.
8. Ensure an annual audit is completed.
9. Ensure the timely payment of all bills authorized by the adopted budget of the State Federation.
10. Ensure the preparation and timely filing of all appropriate tax returns on behalf of the State Federation.
11. Ensure assistance and training is provided for local treasurers.
12. Ensure that locals are notified of arrears.
13. Actively participate in at least two committees of AFT-W.

**Section 6. Executive Board**

1. The Executive Board shall be the governing body of the State Federation when the Convention itself is not in session.
2. Members of the Executive Board shall act as fiduciaries of the organization in the best interest of the State Federation in all matters.
3. The Executive Board Shall set annual goals for activities and programs of the State Federation.
4. The Executive Board shall approve and keep up to date a detailed position description for each Executive Board office and assure a complete set is on file with the State Federation.

**Section 7. Officers may be removed from office as provided in the Bylaws.**

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## ARTICLE IV

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### Elections

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**Section 1. Nomination of officers may be made as follows:**

(a) Up to thirty (30) days prior to Convention, nomination may be made by any local or by petition of any 10 members of the State Federation for any offices except Council Vice Presidents. Nominations for Council Vice Presidents may be made by any local attached to the respective Council or by petition of any ten (10) members belonging to the respective Council. Nominations for Regional Vice Presidents may be made by any local attached to the respective region or by petition of any ten (10) members belonging to the respective region. The word "days" shall be construed to

mean calendar days throughout the AFT-Wisconsin Constitution and Bylaws unless otherwise noted.

(b) If fewer than two (2) nominations are received for any position other than Council Vice President by thirty (30) days prior to the Convention, nominations may be made by any local or by any ten (10) accredited delegates to the Convention until fifteen (15) days prior to noon before the day of the delegate session. Nominations for Council Vice Presidents may be made by any local attached to the respective Council or by petition of any ten (10) delegates to the Convention who belong to the respective Council. Nominations for Regional Vice Presidents may be made by any local attached to the respective region or by petition of any ten (10) delegates to the Convention who belong to the respective region.

(c) If an elected position is uncontested at any time within fourteen (14) days of the Convention, nominations shall be made as in subsection (b) above prior to noon before the day of the delegate session. If no candidate files for an office, the incoming elected president will appoint the position with the advice and consent of the newly elected Executive Board.

(d) In each case, Convention shall be informed of who has made each nomination.

(e) A candidate may only be nominated or appear on the ballot for one (1) Executive Board position during the same election year.

(f) The AFT-W Retiree Council V-P/President shall be nominated and elected at the biennial retiree council meeting by the members present.

**Section 2.** Persons nominated before thirty (30) days prior to Convention may submit to the Executive Board before thirty (30) days prior to the Convention statements of position, and the Executive Board, subject to such rules as they shall from time to time enact, shall circulate these to all members of the State Federation or to all locals before fifteen (15) days prior to Convention.

**Section 3.** Removal from office.

(a) Executive Board members are expected to attend all regularly scheduled Executive Board meetings. The Executive Board, by a majority vote on a case by case basis, may excuse a member's absence if requested to do so by the member.

(b) If an Executive Board member has more than two (2) excused or unexcused absences from regularly scheduled in person Executive Board meetings in one year or more than 4 absences in a year, her/his position shall become vacant. The vacant position shall be filled according to the terms of Article VI, Section 9, of the Constitution.

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## ARTICLE V

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### Conventions

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**Section 1.** For the purpose of this Article, membership shall mean the average number on which the per capita dues have been paid for the first 12 months of the 15-month period immediately preceding the month in which the Convention meets, provided:

(a) That no local in arrears for two (2) months at the time of the Convention shall be entitled to representation. See Article VI, Section 3 of the Bylaws for explanation of dues in arrears.

(b) That, in the case of locals which have been chartered during the year preceding the Convention, the average shall be computed on the basis of the number of months of affiliation, the minimum for such computation to be two.

**Section 2.** For a local's delegates to be seated at convention, the local must be in compliance according to the following:

(a) Dues must be current as stated in Section 1 (a) of this Article.

(b) A current membership list must accompany each per capita payment. If a current member list has not been submitted within the last two months prior to the start date of convention, the local will be considered to be in non-compliance and will not be able to seat their delegates.

(c) The local must be current with their audit submissions. To be seated at convention, the local must have submitted a completed audit for the year ending prior to the year of the convention. See Article IX, Section 3 of the Constitution in regard to audit submission.

**Section 3.** (a) The Convention shall elect all necessary officers and shall conduct such other business as may come before it.

(b) Resolutions may be submitted for consideration by the Convention pursuant to rules adopted by the Executive Board and circulated as part of the Convention call.

**Section 4.** On all roll calls in the Convention, each local represented shall be entitled to a number of votes equal to the average membership as defined in Section 1 of this Article.

The votes of a local shall be distributed as evenly as possible among the delegates present at the time of the voting, but votes shall be assigned by lot or by an objective formula which has been previously reported to the Secretary of AFT-Wisconsin with no delegates getting more than one of the additional votes.

Upon request by any member of a local's delegation, the delegation shall be polled, and the individual delegates' votes recorded in the minutes.

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## ARTICLE VI

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### Financial Matters

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**Section 1.**

(a) Beginning September 1, 2012, each affiliated local shall pay per capita dues for each member at the annual rate of \$285.60, payable in monthly dues of \$23.80 per month to the Treasurer on a 12-month basis. Locals pay per capita rates for special classes of membership as set forth in Article I, Section 1 of the Bylaws. Changes in the per capita dues shall be established by an amendment of the Bylaws.

(b) Members at large shall pay per caps in the amount equal to the amount required for their AFT and AFT-Wisconsin per caps.

**Section 2.**

(a) Each affiliated local shall pay a per capita assessment of three cents (\$.03) per member per month to the Treasurer on a 12-month basis for the Convention Discretionary Fund. This fund shall be available to each Convention to appropriate for furthering the purpose of the

State Federation. In the event that the Convention shall appropriate an amount less than the balance of the fund, the remainder shall be held by the State Federation for the next Convention. In the event that the amounts appropriated by the Convention exceed the balance of the fund, then each appropriation shall automatically be reduced in the same proportion so that the payment equals the total of the fund.

- (b) Each affiliated local shall pay a per capita assessment of two cents (\$.02) per member per month to the Treasurer on a 12-month basis for the AFT-Wisconsin Memorial Scholarship Fund.
- (c)
  - 1. Beginning January 1, 2015, \$1.00 of each member's regular per capita assessment on a 12-month basis shall be allocated to the AFT-Wisconsin Solidarity Fund.
  - 2. These resources will be divided for the dual purposes of:
    - a. Communication with members regarding legislative and electoral information.
    - b. Communicating with the public in advocacy of AFT-Wisconsin membership.
  - 3. Resources allocated for this purpose will be audited annually.
  - 4. A report will be provided to the members of the AFT-Wisconsin Convention which includes the audit and an account of the previous year's activities.
  - 5. AFT-Wisconsin will comply with all local, state, and federal laws in the expenditure of these resources.
- (d)
  - 1. Beginning January 1, 2006, twenty cents (\$.20) proportionally of each member's regular per capita assessment on a 12-month basis shall be allocated to the AFT-Wisconsin Member Mobilization Fund.
  - 2. These resources will be distributed by the Executive Board to support local projects that:
    - a. engage rank and file members in collective bargaining, organizing or activism
    - b. engage members of more than one local
    - c. form coalitions with other unions in the same shop or region
    - d. educate members about labor history, current labor struggles or other issues related to the good and welfare of the labor movement
    - e. assists in organizing new bargaining units
    - f. assists in increasing membership or winning recognition
  - 3. Every local receiving a grant will submit a report of the activity, including number of members involved and outcome of the activity, to be provided to the members of the AFT-Wisconsin Convention.
  - 4. Any balance in the fund at the end of the fiscal year shall remain in the fund until disbursed.

**Section 3.** Per cap payments are due on the 25<sup>th</sup> of the following month. Example: April per caps are due in the AFT-Wisconsin office on the 25<sup>th</sup> of May. A local is considered in arrears

when they are two months behind in their per cap payments. Example: April and May per caps have not been received in the AFT-Wisconsin office by June 25. Any affiliated locals or members at large in arrears by two months on the 25th of each month shall be notified by the State office. Any affiliated local or member at large in arrears for three (3) months on the 25th of each month shall be suspended from membership and can be reinstated only by a majority vote of the Executive Board upon payment of arrearages in full. A local or member at large that the Executive Board refuses to reinstate shall have the power to appeal to the next Convention.

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## ARTICLE VII

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### Confidentiality of Member Personal Information

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AFT-Wisconsin values the privacy of its members. AFT-Wisconsin may use personal information only when necessary to engage in the duties of the union. These duties may include organizing, conducting union elections, bargaining, handling grievances, political communication, and member activism. AFT-Wisconsin shall restrict access to facilities and records in order to assure the security of member personal information. AFT-Wisconsin shall never exchange, sell or otherwise provide other organizations – other than AFL-CIO affiliates engaged in joint mobilization or political efforts – with member personal information.

#### APPENDIX A:

##### Northern Region

Region	Local	Name	Group
Superior	202	Superior PK12	Teachers
Superior	395	W Indianhead Tech	WTCS Comb
Superior	1275	Ashland PK12	Teachers
Superior	3357	Solon Springs PK12	Teachers
Superior	3371	Butternut PK12	Teachers
Superior	4232	Ashland PSRP	PK-12 PSRP
Superior	6514	UW-Superior	Higher Ed
Eau Claire	1907	Chippewa Falls PK12	Teachers
Eau Claire	2398	CVTC PSRP	WTCS PSRP
Eau Claire	4018	Eau Claire PSRP	PK-12 PSRP
Eau Claire	6481	UW-Eau Claire	Higher Ed
Eau Claire	6503	UW-Stout	Higher Ed
Eau Claire	6504	UW-River Falls	Higher Ed
La Crosse	3605	Western Tech	WTCS Comb
La Crosse	6502	UA-UW-LaCrosse	Higher Ed

**770 mbrs**

**15 Locals/17 barg units**

PK12 – 5

PSRP – 5

WTCS – 2

HE – 5

**West/Central Region**

<b>Region</b>	<b>Local</b>	<b>Name</b>	<b>Group</b>
Madison	243	Madison Tech	WTCS Comb
Madison	3497	McFarland PK12	Teachers
Madison	3670	Southwest Tech	WTCS Comb
Madison	4162	McFarland PSRP	PK-12 PSRP
Madison	223	UFAS	Higher Ed
Madison	2308	Blackhawk Tech	WTCS Fac
Madison	3220	TAA	Grad Empl
Madison	1917	Wisc. Heights PK12	Teachers
Madison	3732	WSP	State Empl
Milwaukee	4076	PAMPS PK12	Teachers
Milwaukee	4822	WSPDA	State Empl
Madison	4848	WPEC	State Empl
Madison	4999	PERSA	State Empl

**1217 mbrs****13 Locals/15 barg units**

PK12 – 3

PSRP – 3

WTCS – 3

HE - 2 (counting TAA)

ST Empl – 4

**Eastern Region**

<b>Region</b>	<b>Local</b>	<b>Name</b>	<b>Group</b>
Milwaukee	212	Milwaukee Tech	WTCS Comb
Fox Valley	1166	Menasha PK12	Teachers
Milwaukee	3307	Whitnall PK12	Teachers
Fox Valley	3310	Brillion PK12	Teachers
Fox Valley	3338	Moraine Park Tech	WTCS Fac
Fox Valley	6259	Hortonville PK12	Teachers
Fox Valley	6505	UW-Stevens Pt(SPARC)	Higher Ed
Milwaukee	3535	TAUWP	Higher Ed
Fox Valley	6511	UW-Green Bay	Higher Ed

**1270 mbrs****9 Locals/10 barg units**

PK12 – 4

PSRP – 1

WTCS – 2

HE - 3

