

WPEC Constitution & Bylaw Amendment Form Submission Instructions

Any regular WPEC member may propose a change to the WPEC constitution or bylaws. The proposal must be submitted on the WPEC Constitution & Bylaw Amendment Form for that year's convention. To be accepted, the form is to be completed and submitted in person, via U.S. mail, delivery service, FAX, or email to the WPEC office by the deadline date, which is 90 days before the annual convention.

Office Address:

Wisconsin Professional Employees Council
AFT-Wisconsin
6602 Normandy Lane
Madison, WI 53719

FAX Number: 608-662-1443

Email Address: wpec@aft-wisconsin.org

Proposal Submission Instructions

Complete Section 2 of the form. Enter the current language (if any), combined with your proposed language, in the space provided. Attach additional pages if necessary. Please format the language by striking through the current language to be deleted and underlining any new language to add. DO NOT USE abbreviations or acronyms for organization or committee names. Authors are invited to participate in the Constitution Committee review of their individual proposals.

Please Note: Language proposals with improper formatting will not be accepted for consideration.

Constitution Committee Instructions

- Sort the submittals in order to be presented at the convention and complete Section 1 of the form accordingly.
- Review proposals and make recommendation via majority vote. Justify recommendations with an explanation of the decisions. Complete Section 3 of the form.
- The committee chair is to forward the proposals and submittal forms with the committee's recommendations to the Executive Council.
- When the proposals are returned from the Executive Council to the committee chair, handwritten portions of the submittal form are to be electronically recreated and submitted to the appropriate WPEC or AFT-Wisconsin staff for inclusion in the Convention booklet. These may also be used for placement in appropriate WPEC communications.

Executive Council Instructions

- Review proposals and make recommendations via majority vote. Justify recommendations with an explanation of the decisions. Complete Section 4 of the form.
- The President or Recording Secretary is to return proposals and submittal forms with the Executive Councils recommendations to the Constitution Committee chair.

Deadline and Meetings

The submission deadline and the Constitution Committee review meeting will be on the submission form. An alternate meeting date(s), as backup or additional review time, will be selected as needed. Authors are welcome and encouraged to attend to participate in discussions with the committee at all meetings.