

# *Constitution for Massachusetts State College, Community College, and University Employees Local 1067*

## **Article I Name**

The name of this local shall be Massachusetts State College, Community College and University Employees Local Number 1067 of the American Federation of State, County and Municipal Employees.

## **Article II Affiliations**

This local shall be affiliated with AFSCME Council #93 of the American Federation of State, County and Municipal Employees; the Massachusetts AFL-CIO; and the appropriate central labor council of the AFL-CIO.

## **Article III Objectives**

The objectives of this local union shall be to carry out on a local basis the objectives of the American Federation of State, County and Municipal Employees.

## **Article IV Membership and Dues**

Section 1. All employees of the commonwealth of Massachusetts community colleges, state colleges and universities, and the Massachusetts Maritime Academy, are eligible for membership in this local union subject to the requirements of the constitution of the International Union.

Section 2. Application for membership shall be made on a standard application form which shall include a valid authorization for payroll deduction of dues.

Section 3. The bi-weekly dues of this local shall be: \$20.65 per pay period for members employed full-time and \$15.47 per pay period for members employed part-time. The dues shall be adjusted annually in accordance with the provisions of the International Constitution.

Section 4. Membership dues shall be payable monthly in advance to the local secretary-treasurer and in any event shall be paid not later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two consecutive months shall lose their good standing status and stand suspended. Provided, however, that any person who is paying dues through a system of regular payroll deduction, bank draft, or similar system, shall for so long as such person continues to pay through such deduction method, be considered in good standing.

Section 5. A member suspended under the above section may be reinstated to membership upon payment of all arrearages.

## **Article V Meetings**

Section 1. Regular meetings of the local executive board shall be held once each month, at a time and place to be fixed by the local executive board.

Section 2. Special meetings may be called by the local president, the executive board, or by petition filed with the president and signed by 10% of the members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President.

Section 3. A general membership meeting of this local shall be held annually during the months of September 1st to November 30th at a date, time and place to be fixed by the local executive board.

Section 4. Meetings of each unit shall be held at a date, time and place to be fixed by the membership of the unit.

Section 5. The quorum for meetings of this local union shall be 10% of the membership in good standing at the meeting.

#### **Article VI Officers, Nominations, and Elections**

Section 1. The officers of this local shall be a president, a vice-president, a recording- secretary, and a secretary-treasurer. These officers and the chief steward from each unit who shall be elected by the members of each unit, shall constitute the local union executive board. They shall be elected for three-year terms starting in the year 2023.

Section 2. There shall be elected two (2) members to serve as trustees, for a three- year term of office. All elections shall be held in November.

Section 3. There shall be a position of parliamentarian appointed by the president of this local.

Section 4. There shall be a position of public safety liaison appointed by the president of this local.

Section 5. Nominations shall be made at a regular or special meeting of the local. At least fifteen days' advance notice shall be given the membership prior to the nomination meeting. A nominating committee may be appointed or elected to make nominations, but whether or not such nominating committee is used, nominations shall be permitted from the floor at the nomination meeting.

Section 6. To be eligible for office, a member must be in good standing for one year immediately preceding the election, except in the initial election held in this local; provided, however, that no retired member shall be a candidate for office. For a member who is transferred or promoted into this local from another AFSCME local, this requirement shall be satisfied if such member's combined membership in good standing in both locals is one year at the time of election.

Section 7. All matters concerning nominations and elections in this local union shall be subject to the provisions of Appendix D, entitled Elections Code, of the International Union Constitution.

Section 8. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

Section 9. Vacancies in the office of vice-president, recording secretary, or secretary- treasurer shall be filled for the remainder of the term by vote of the executive board. In the event the office of the president becomes vacant, the vice-president shall become the president for the remainder of the unexpired term and the office of vice-president shall be filled for the remainder of the unexpired term by vote of the executive board.

Section 10. Vacancies in the office of chief steward shall be filled for the remainder of the unexpired term by majority vote of the membership of the unit in which the vacancy occurs. In the event the unit does not fill such vacancy within 30 days, such vacancy shall be filled by vote of the executive board unless the unit notifies the executive board that more time is required to fill the vacancy.

#### **Article VII Duties of Officers and Executive Board**

Section 1. The president shall preside at all meetings of the local union and of the executive board. He/she shall be a member of all committees except election committees. He/she shall countersign all checks drawn against the funds of the local, subject to the approval of the executive board. He/she shall report periodically to the membership regarding the progress and standing of the local and regarding his/her official acts. The president, by virtue of the office, shall be the local's delegate to any convention.

Section 2. The vice-president shall assist the president in the work of his/her office. In the absence of the president or in his/her ability to serve, the vice-president shall preside at all meetings and perform all duties otherwise performed by the president. He/she may, with the approval of the executive board, be authorized to act as co-signer of checks drawn on the local funds in place of either the president or the secretary-treasurer. The vice- president, by virtue of the office, shall be the local's delegate to any convention.

Section 3. The recording secretary shall keep a record of the proceedings of all membership meetings and of all executive board meetings. He/she shall carry on the official correspondence of the local, except as the executive board direct otherwise. He/she shall perform such other duties as the executive board may require. The recording secretary, by virtue of the office, shall be the local's delegate to any convention.

Section 4. The secretary-treasurer shall receive and receipt for all monies of the local union. He/she shall deposit all money so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by check signed by the president and the secretary-treasurer. He/she shall prepare and sign checks for such purposes as are required by the constitution or are authorized by the membership or the executive board. He/she shall prepare and submit the monthly membership report to the International union office and see that a check is drawn in payment of the local's per capita tax each month and sent to the International Secretary-Treasurer. He/she shall keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month. He/she shall act as custodian of all properties of the local union. He/she shall, at the expense of the local union and through the International Union, give a surety bond for an amount to fixed by the executive board of the local union. He/she shall see that any financial reports required by the International Union Constitution to be submitted to the International Union are submitted in accordance with the International Union Constitution. The secretary-treasurer, by virtue of the office, shall be the local's delegate to any convention.

Section 5. The trustees shall make or cause to be made at least semi-annually an audit of the local's finances, and shall report to the membership on the results of such audit.

Section 6. The executive board shall be the governing body of the local union except when meetings of the local union are in session. All matters affecting the policies, aims and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be decided by the executive board. The board shall meet at the call of the president or of a majority of the members of the board. A report on all actions taken by the executive board shall be made to the membership at the next following meeting. A majority of the members of the executive board shall be required for a quorum.

Section 7. The chief steward of each unit shall preside at all meetings of his/her unit.

Section 8. He/she shall report to the executive board the activities within the unit.

Section 9. The trial body of the local shall consist of the president, vice-president, recording secretary, and secretary-treasurer. The trial body shall report in writing to the full membership of the executive board, who shall then make the decision and assess the penalty, if any.

#### **Article VIII Unit Identification**

There shall be, at each of the following locations, a unit of Clerical and Technical Employees (Unit 1) and a unit of Maintenance and Trades Employees (Unit 2); Bridgewater State University, Fitchburg State

University, Framingham State University, Massachusetts College of Art and Design, Massachusetts College of Liberal Arts, Massachusetts Maritime Academy, Salem State University, Westfield State University, Worcester State University; Berkshire Community College, Bristol Community College, Bunker Hill Community College, Cape Cod Community College, Greenfield Community College, Holyoke Community College, Massachusetts Bay Community College, Massasoit Community College, Middlesex Community College, Mount Wachusett Community College, North Shore Community College, Northern Essex Community College, Quinsigamond Community College, Roxbury Community College and Springfield Technical Community College.

**Article IX Miscellaneous Provisions**

Section 1. This union shall at all times be subject to the provisions of the constitution of the American Federation of State, County and Municipal Employees.

Section 2. Except to the extent specified in this constitution, no officer of the union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the local union except to the extent specifically authorized in writing by the president of the union or by the executive board of the union.

Section 3. The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern this local union in all cases to which they are applicable and in which they are not inconsistent with this constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

Section 4. Chief stewards who have three consecutive unexcused absences from executive board meetings shall be automatically replaced in accordance with Article VI, Section 9.

**Article X Amendments**

This constitution may be amended, revised, or otherwise changed by a two-thirds vote of the members voting on such proposed change and such change shall take effect only upon written approval of the International President. Proposed amendments to this constitution must be made at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union, adequate and proper notice having been given to the membership prior to the date on which the vote is taken. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken.

Approved by:



LEE SAUNDERS  
President

Approval date: February 23, 2021