

BYLAWS OF THE COUNCIL OF NEW JERSEY STATE COLLEGE LOCALS AFT/AFL-CIO

ARTICLE One: Duties of Officers & Representatives

The following delineates the job descriptions of the members of the Executive Committee of the Council of New Jersey State College Locals.

A. President: the President of the Council shall perform the duties as described in Article Four, Section 5 of the Council Constitution and shall chair the Adjunct and Full-Time/Part-Time Negotiations Committees and the Council Staff Compensation Committee. The President shall supervise Council staff as needed. The President shall report their activities to the Council Executive Committee and at all Council Delegate Assembly meetings.

B. Executive Vice President: the Executive Vice President shall perform the duties as described in Article Four, Section 6 of the Council Constitution and shall chair the Grievance Committee. The Executive Vice President shall chair other committees as determined by the Council President.

The Executive Vice President shall keep the Council President informed of the proceedings of any committee they chair and report committee proceedings to the Council Delegate Assembly at least once each semester.

C. Vice President: the Vice President shall perform the duties as described in Article Four, Section 7, chair the ad hoc Local Negotiators Committee and the ad hoc Local Membership Recruiters Committee. The Vice President shall chair or co-chair other committees as determined by the Council President.

The Vice President shall keep the Council President informed of the proceedings of any committee they chair and report committee proceedings to the Council Delegate Assembly at least once each semester.

D. Secretary: the Secretary shall perform the duties as described in Article Four, Section 8 of the Council Constitution.

E. Treasurer: the Treasurer shall perform the duties as described in Article Four, Section 9 of the Council Constitution and in Articles IV and V of the Council Bylaws.

F. Adjunct Faculty Representative: the Adjunct Faculty Representative, with the assistance of Council staff, shall chair the Adjunct Faculty Committee of the Council. The Chair of the Adjunct Faculty Committee shall keep the Council President informed of committee proceedings and report committee proceedings to the Council Delegate Assembly at least once each semester. The Adjunct Faculty Representative shall be a member of the Adjunct Faculty Negotiations Committee.

- G. Legislative Representative:** the Legislative Representative shall chair the Legislative Committee. The Legislative Representative shall also assist in formulating Council positions to be brought to legislators and/or regulatory agencies of federal and state bodies, coordinate lobbying efforts on behalf of the Council, and shall keep the Council President informed of the committee's proceedings and report committee proceedings to the Council Delegate Assembly at least once each semester.

- H. Librarian Representative:** the Librarian Representative, with the assistance of Council staff, shall chair the Librarian Committee of the Council. The Chair of the Librarian Committee shall keep the Council President informed of committee proceedings and report committee proceedings to the Council Delegate Assembly at least once each semester. The Librarian Representative shall be a member of the Full-Time/Part-Time Negotiations Committee.

- I. Non-Tenure Track Teaching Professional (NTTP) Representative:** the NTTP Representative, with the assistance of Council staff, shall chair the NTTP Committee of the Council. The Chair of the NTTP Committee shall keep the Council President informed of committee proceedings and report committee proceedings to the Council Delegate Assembly at least once each semester. The NTTP Representative shall be a member of the Full-Time/Part-Time Negotiations Committee.

- J. Professional Staff Representative:** the Professional Staff Representative, with the assistance of Council staff, shall chair the Professional Staff Committee of the Council. The Chair of the Professional Staff Committee shall keep the Council President informed of committee proceedings and report committee proceedings to the Council Delegate Assembly at least once each semester. The Professional Staff Representative shall be a member of the Full-Time/Part-Time Negotiations Committee.

ARTICLE Two: Officers and Representatives Stipends

President	\$51,197.31
Executive Vice President	\$16,090.59
Vice President	\$8,778.68
Secretary	\$8,778.68
Treasurer	\$8,778.68
Legislative Representative	\$8,778.68
Adjunct representative	\$3,450.30
Librarian Representative	\$3,450.30
NTTP Representative	\$3,450.30
Professional Staff Representative	\$3,450.30

The above stipends reflect the rate as of October 13, 2023. Thereafter, the stipends shall be increased on July 1 of each subsequent year at the same rate as the negotiated salary increase for the Council's Full-time/Part-Time bargaining unit.

ARTICLE Three: Council Dues

- A. Effective October 13, 2023, the monthly per capita Council dues from each local shall be based on the following rates:

Full-time Member = \$24.78

Part-time Member = \$12.39

Adjunct member teaching more than three credits = \$7.06, each month except June, July & August

Adjunct member teaching three credits or less = \$3.53, each month except June, July & August

The per capita Council dues rate from each Local for adjunct faculty who earn three (3) credits of compensation or less in a given semester shall be 50% of the Adjunct dues rate for that semester.

On October 1 of each year, the Council's per capita dues shall increase based on the previous academic year's negotiated salary increase for the Council's respective bargaining unit. (For example: if the given bargaining unit receives an annual increase of 3.25%, then the per capita dues would be increased by 3.25% on October 1, of that given year.)

ARTICLE Four: Composition and Responsibilities of Council Standing Committees

The Council's Standing Committees shall include, but are not limited to, the following:

- Adjunct Faculty Committee
- Adjunct Negotiations Committee
- Audit Committee
- Budget Committee
- Elections Committee
- Full-Time/Part-Time Negotiations Committee
- Grievance Committee
- Legal Committee
- Legislative Committee
- Librarian Committee
- NTTP Committee
- Professional Staff Committee
- Social Justice Committee

A. Composition of Standing Committees

In addition to the committee chairs, the Adjunct Faculty, Librarian, NTTP, and Professional Staff committees shall be composed of one representative from each Local who is employed in the capacity of the given constituency (e.g., the adjunct

representative shall be employed as an adjunct faculty member). The Elections, Grievance, Legislative, and Social Justice Committees shall be composed of one representative from each local, excluding the chair. The representative to each of these eight committees shall be determined by each Local's Constitution and/or Bylaw or as otherwise provided for by the Local. The membership of the Adjunct Negotiations Committee, Audit Committee, Budget Committee, Full-Time/Part-Time Negotiations Committee, and Legal Committee are described in Section B, C, D, F, and J of this Article, respectively.

The designation of the chairperson of the Adjunct Faculty Committee, Adjunct Negotiations Committee, Elections Committee, Full-Time/Part-Time Negotiations Committee, Grievance Committee, Legislative Committee, Librarian Committee, NTTP Committee, and Professional Staff Committee is described in the Constitution of the Council of New Jersey State College Locals and above in Article One of the Council Bylaws. The chairpersons of the Audit Committee, Budget Committee, Legal Committee, and Social Justice Committee shall be appointed by the Council President, with approval by the Council Executive Committee. Each standing committee may include a co-chairperson, based on the needs of the committee. The co-chairperson shall be chosen by the members of the respective committee.

B. Responsibilities of Standing Committees

- Section 1. The Adjunct Faculty Committee shall hold a meeting once each semester or more frequently as determined by need. The Adjunct Faculty Committee shall bring forth concerns unique to their constituency and recommend Council positions and initiatives to the Council Delegate Assembly.
- Section 2. The Adjunct Negotiations Committee shall be composed of the Council President, Executive Vice President, Vice President, Adjunct Faculty Representative, and at least one adjunct faculty member, but not more than three representatives, from each Local representing adjunct faculty. The Adjunct Negotiations Committee shall negotiate the Adjunct Faculty contract. Delegate strength voting shall be determined by the number of adjunct faculty union members of each Local.
- Section 3. The Audit Committee shall be composed of three to five members of the Council Delegate Assembly appointed by the Council President and approved by the Council Delegate Assembly by a majority vote. No more than one member of a Local may serve on the committee at any given time.

The Audit Committee shall meet with the Council Treasurer after the Council's fiscal year end to review the Council's income and expenditures for that fiscal year and make a report to the Council Delegate Assembly at the meeting following the review. The Council Delegate Assembly may act on the Audit Committee report.

- Section 4. The Budget Committee shall be composed of the Council President, Treasurer, Executive Vice President, and Vice President. The Budget Committee shall prepare a budget that does not increase spending by more than the annual percentage increase negotiated for the Council's Full-time/Part-time bargaining unit. Extraordinary expenses such as negotiating a new contract, legal action, etc. shall be approved as described in Article Eight of the Council Constitution.
- Section 5. The Elections Committee shall conduct elections for Council officers and representatives, as described in Article Nine of the Council Constitution.
- Section 6. The Full-Time/Part-Time Negotiations Committee shall be composed of the Council President, Executive Vice President, Vice President, Librarian Representative, NTPP Representative, Professional Staff Representative, and not more than three representatives from each Local representing full time/part time employees. The Full-Time/Part-Time Negotiations Committee shall negotiate the Full-Time/Part-Time contract. Delegate strength voting shall be determined by the number of full-time and part-time union members of each Local.
- Section 7. The Grievance Committee shall meet as determined by need and report deliberations to the Council President and the Council Delegate Assembly.
- Section 8. The Legal Committee shall be composed of three to five members of the Delegate Assembly appointed by the Council President and approved by the Council Delegate Assembly by a majority vote. No more than one member of a Local may serve on the committee at any given time. The committee shall meet as determined by need to evaluate all requests for legal fee support from the Council, provided that such requests are ineligible for direct AFT National or AFTNJ financial support through their respective application processes. The Committee shall evaluate the details of each case and make a funding recommendation to the Council Executive Committee.
- Section 9. The Legislative Committee shall hold a meeting once each semester or more frequently as determined by need. The Legislative Committee shall recommend Council positions on proposed statewide and national legislation and regulations to the Council Delegate Assembly. The committee shall also recommend endorsement of candidates for political office to the Council Delegate Assembly.

- Section 10. The Librarian Committee shall hold a meeting once each semester or more frequently as determined by need. The Librarian Committee shall bring forth concerns unique to their constituency and recommend Council positions and initiatives to the Council Delegate Assembly.
- Section 11. The NTTP Committee shall hold a meeting once each semester or more frequently as determined by need. The NTTP Committee shall bring forth concerns unique to their constituency and recommend Council positions and initiatives to the Council Delegate Assembly.
- Section 12. The Professional Staff Committee shall hold a meeting once each semester or more frequently as determined by need. The Professional Staff Committee shall bring forth concerns unique to their constituency and recommend Council positions and initiatives to the Council Delegate Assembly.
- Section 13. The Social Justice Committee shall hold a meeting once each semester or more frequently as determined by need. The Social Justice Committee shall take up issues of social importance and recommend Council positions and initiatives to the Council President and the Council Delegate Assembly.

Council Bylaws were amended on October 13, 2023 by the Council Delegate Assembly.