

## **BYLAWS**

### **FRANCIS MARION UNIVERSITY CHAPTER**

#### **AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS**

##### **Article I: Name**

The name of this organization is the Francis Marion University chapter of the American Association of the University Professors.

##### **Article II: Purposes**

The purposes of this chapter are to:

1. Support the policies and goals of the Association as found in Article I of its national constitution: facilitate a more effective cooperation of teachers and research scholars in universities and colleges, and in professional schools of similar grade, for the promotion of the interests of higher education and research and in general increase the usefulness and advance the standards, ideals, and welfare of the profession.
2. Defend academic freedom at Francis Marion University.
3. Encourage faculty participation in governance at Francis Marion University.
4. Protect and advance the professional status and interests of all faculty.
5. Facilitate the dissemination of information on higher education principles and practices.
6. Inform the academic community about AAUP standards and policy statements.
7. Participate in the state conference of chapters.
8. Develop necessary and proper chapter programs for the accomplishment of the aforementioned purposes.

In furtherance of the purposes described above, but not in limitation thereof, the chapter shall have power to conduct studies; to disseminate statistics and other information; to engage in various fund-raising activities; to conduct promotional activities, including advertising and publicity, in or by any suitable manner of media; to hold such property as is necessary to accomplish its purposes; and to employ individuals to represent the chapter in lawsuits, negotiations, and for other purposes. This AAUP chapter is organized and operated for the above stated purposes, and for other nonprofit purposes, and no part of any net earnings shall inure to the benefit of any member.

### **Article III: Members**

The membership of this chapter shall be limited to those persons who are National members of the American Association of University Professors with the status of Active Member, Emeritus, or Graduate Student Member.

Chapter membership shall become effective upon payment of chapter dues in an amount determined by the Executive Committee and as approved by a two-thirds vote at a meeting of the chapter in accordance with the procedures specified in Article V: Dues. Notification of membership in the chapter shall be the responsibility of the chapter's Executive Committee.

### **Article IV: Officers and Organization.**

The officers of this organization shall be a president, vice-president, secretary, and treasurer.

Voting members of the FMU AAUP are defined by the definition in the FMU *Faculty Handbook* as 'voting faculty'. Officers shall be nominated from the voting membership and elected for one-year terms.

President: The duties of the president shall include carrying out the policies of the chapter, appointing all committees of the chapter, exercising a general supervision over the activities of the chapter, and presiding at the meetings of the chapter and Executive Committee. In the absence of the president, the vice-president shall serve in the president's stead. The president shall be a member ex officio of all committees, but the president shall not be counted in determining a quorum in these committees.

Vice-President: The duties of the vice president shall include those usually appertaining to the office and those delegated by the president.

Secretary: The duties of the secretary shall include keeping a record of all proceedings and correspondence of the chapter, certifying chapter delegates to the Annual Meeting, preparing newsletters for distribution to the faculty (in the absence of another person delegated that responsibility), and maintaining official contact with the National Association, its officers and staff. The secretary shall preside at meetings and assume responsibility for the leadership of the chapter in the absence or withdrawal of the president and vice-president and until a new Executive Committee can be elected.

Treasurer: The treasurer shall receive the dues of the members and keep an accurate record of all money received and of all disbursements, promote the establishment of dues deduction to facilitate the recruitment and retention of members, prepare an annual budget and report of finances, and submit for approval an annual chapter budget. The secretary shall preside at meetings and assume responsibility for the leadership of the chapter in the absence or withdrawal of the president, vice-president and secretary until a new Executive Committee can be elected.

## Vacancies:

Resignation: When an officer has resigned or is disqualified, the office shall be filled by a special election of the chapter. The Executive Committee is empowered to fill vacancies in any elective office until a special election is held. The person so elected shall hold office for the remainder of the unexpired term.

## **Article V: Dues**

1. Dues may be set or increased only by a secret ballot vote conducted among Association Active members in the chapter. The vote may be conducted either by mail ballot or, after reasonable notice, at a regular or special membership meeting.
2. Chapter dues shall be levied upon members in the amount to be set annually at the fall meeting of the chapter. Payment of current national AAUP dues, conference dues in states with comprehensive dues, and chapter dues shall be a prerequisite for chapter members.
3. Annual chapter dues shall be collected by the following January 31<sup>st</sup>. Those who have become members of the national AAUP shall have a grace period of three months to pay local dues.

## **Article VI: Committees**

Executive Committee: the Executive Committee shall consist of the elected officers of the chapter, the immediate past president, and three members elected at large. It shall act as a governing body of the chapter, but only in pursuit of a prior resolution of the chapter or as needed to uphold the constitution. The majority of the elected members of the Executive Committee shall assume responsibility for the chapter's continuing effective presence at the institution, keeping all positions on the Executive Committee filled as vacancies occur. Among the duties of the Executive Committee are the following:

1. Meet regularly to enable response to any faculty members seeking assistance.
2. Conduct the business of the chapter between chapter meetings.
3. Regularly recruit members and encourage maintenance of membership in established members.
4. Make necessary appointments to complete an unexpired term of any officer.
5. Set the agenda for chapter meetings.
6. Consult regularly with the administration on matters of mutual interest.
7. Respond to inquiries from the press.
8. Supervise the preparation and distribution of information to inform members and other faculty of recent activities of local and national importance.

9. Establish a dues deduction plan to encourage membership recruitment and membership maintenance.

Nominating Committee: A Nominating Committee of four members, appointed by the Executive Committee, shall broadly represent faculty at Francis Marion University. The names of all candidates shall be sent to members by the secretary at least one month before the chapter election meeting. Additional nominations of candidates for elected office may be submitted from the floor by an Active member of the chapter. A plurality of votes shall be required for election to any office.

Standing Committees: The chapter may create standing and ad hoc committees from time to time as they are deemed necessary to promote the welfare of the chapter's program at the institution. The chair and members of these committees shall be appointed by the Executive Committee.

Standing committees that may be activated as needed include:

- Committee A on Academic Freedom and Tenure
- Committee F on Dues, Membership, Chapters, and Credentials
- Committee R on the Relationship of Higher Education to Government
- Committee T on College and University Governance
- Committee W on the Status of Women in the Professoriate
- Committee Z on Economic Status and Faculty Welfare
- Nominating Committee
- Counting Committee for Elections
- Investigative Committee

## **Article VII: Meetings**

The chapter shall hold regular meetings, not less than twice each academic year. A meeting must be held no later than the midterm date of each fall and spring semester.

Special meetings of the chapter may be called by the president or a majority of the Executive Committee. Notice of such meetings shall be provided to each member by the secretary of the chapter at least seven days in advance of the date selected. The president shall call special meetings of the chapter within seven days when directed by the Executive Committee or by petition signed by ten percent of the members of the chapter.

The quorum required for the transaction of business at all meetings of the chapter shall consist of 20 percent of the active members of the chapter.

## **Article VIII: Amendments**

This constitution may be amended by the three-fourths (3/4) affirmative vote of a quorum of the chapter at a regular or special meeting, provided that a notice setting forth the proposed amendment or amendments with reasons thereof and setting forth any known objections thereto shall have been sent to each member at least two weeks prior to the meeting. A petition of ten (10) percent of the chapter

membership may also initiate amendments. The approval of two-thirds (2/3) of the Active Membership responding to a written ballot under the preparatory conditions above shall also constitute approval.

#### **Article IX**

Robert's Rules of Order Revised shall be the authority for this chapter in matters of procedure not specified above.

Note: In addition to Robert's Rules of Order, members have agreed to use the FMU *Faculty Handbook* and the AAUP's *Redbook* as additional sources. This agreement is not an amendment to the By-Laws.

Revised by the Francis Marion University AAUP Chapter on 8 September 2017.

Revised by the Francis Marion University AAUP Chapter on 6 October 2022.