

# American Association of University Professors American Federation of Teachers

Coastal Carolina University Chapter

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## Bylaws

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Ratified in March 2014. Amended in April 2023

### ARTICLE I: NAME

The name of this organization shall be the Coastal Carolina University Chapter of the American Association of University Professors/American Federation of Teachers (AAUP/AFT).

### ARTICLE II: PURPOSE AND ACTIVITIES

**Section 1: Purpose.** The purpose of this Chapter is to:

- A. support the policies and goals of the AAUP/AFT as set forth in its constitution, and act in harmony with the principles and procedures of the AAUP/AFT and its constitution;
- B. facilitate the cooperation of teachers and research scholars in universities and colleges for the promotion of the interests of higher education and research, and in general to increase the usefulness of and advance the standards, ideals, and welfare of the profession;
- C. defend academic freedom at Coastal Carolina University and throughout academe;
- D. encourage faculty and associated faculty participation in governance at Coastal Carolina University;
- E. protect and advance the professional status and interests of all faculty and associated faculty members;
- F. facilitate the dissemination of information on higher education principles and practices;
- G. inform the academic community about AAUP/AFT standards and policy statements; and
- H. develop necessary and proper Chapter programs for the accomplishment of the aforementioned purposes.

**Section 2: Activities.** In furtherance of the purposes described in Section 1, but not in limitation thereof, the Chapter shall have power to:

- A. conduct studies;
- B. disseminate statistics and other information;
- C. to engage in appropriate fundraising activities;
- D. to conduct promotional activities, including advertising and publicity, in or by any suitable manner of media;
- E. to hold such property as is necessary to accomplish its purposes; and
- F. to employ individuals to further its purposes under Article II.

This Chapter is organized and operated for the above stated purposes, and for other nonprofit purposes. No part of its assets, income, or profits shall be distributable to, or inure to the benefit of, any individual, except in consideration of services rendered.

## ARTICLE III: MEMBERSHIP

**Section 1: Eligibility.** Active membership is open to all current and retired faculty and associated faculty members and graduate students at Coastal Carolina University who are national members of AAUP/AFT, except for associate members. All active members may vote in Chapter matters.

**Section 2: Non-Discrimination Policy.** The Chapter shall not discriminate on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, gender identity, gender expression, age, or disabled status in admission to, access to, or treatment of the Chapter's programs and activities.

**Section 3: Dues.** The Chapter shall have the authority to set Chapter dues by secret ballot. All active members must be current in all national, conference, and local dues.

## ARTICLE IV: OFFICERS AND ORGANIZATION

**Section 1: Officers.** The Chapter shall have four (4) officers: the President, the Vice President, the Treasurer/Membership Director, and the Secretary. These officers shall be elected annually.

**Section 2: President.** The duties of the President shall include:

- A. carrying out the policies of the Chapter;
- B. appointing all committees of the Chapter;
- C. exercising general supervision over the activities of the Chapter;
- D. presiding at meetings of the Chapter and executive committee;
- E. preparing or overseeing the preparation of newsletters for distribution to the faculty if such shall be desired; and
- F. maintaining official contact with the AAUP/AFT.

**Section 3: Vice President.** The duties of the Vice President shall include those usually appertaining to the office and those delegated by the President. In the absence of the President, the Vice President shall serve in the President's stead. The Vice President shall be an ex-officio member of all committees.

**Section 4: Treasurer/Membership Director.** The duties of the Treasurer/Membership Director shall include:

- A. keeping an accurate record of all funds received and disbursed;
- B. issuing invoices for chapter duties to current and potential AAUP/AFT members;
- C. recording and reporting chapter finances at the request of the Executive Committee; and
- D. maintaining a current roster of chapter memberships;

**Section 5: Secretary.** The duties of the Secretary shall include:

- A. keeping a record of all proceedings and correspondence of the Chapter;
- B. certifying Chapter delegates to the AAUP/AFT-SC's annual meeting;
- C. presiding at meetings of the Chapter in the absence of the President and Vice President.

**Section 6: Vacancies.** When an officer has resigned or is disqualified from office, the Executive Committee shall appoint an Active Member to fill the vacancy until the next regular full Chapter meeting, at which time a special election shall be held. The new officer shall serve the balance of the term.

## ARTICLE V: COMMITTEES AND APPOINTED POSITIONS

**Section 1: Executive Committee.** The Executive Committee shall consist of five to seven (5–7) members: the President, the Vice President, the Treasurer/Membership Director, the Secretary, the most recent former President, and one to three (1–3) at-large members elected or appointed annually, at least one of whom will represent the interests of associated faculty. The Executive Committee shall assume responsibility for the Chapter's continuing effective presence at the institution. The Executive Committee shall:

- A. meet regularly;
- B. respond to faculty and associated faculty members seeking assistance;
- C. conduct the business of the Chapter between meetings;
- D. encourage maintenance of the membership;
- E. make necessary appointments;
- F. set the agenda with appropriate notice for Chapter meetings;
- G. consult regularly with the university administration on matters of mutual interests; and
- H. respond to inquiries from the media.

**Section 2: Ad-Hoc Committees.** The Executive Committee may create *ad-hoc* committees for specific purposes. The President shall appoint the chair and membership of such a committee. The committee shall submit a report to the President, at which time the committee may dissolve.

## **ARTICLE VI: MEETINGS**

**Section 1: Regular Meetings.** The Chapter shall hold regular business meetings at least twice per academic year. The Secretary-Treasurer shall provide written notice to each member no later than one week in advance of the meeting. Meetings are open to all faculty and associated faculty members of Coastal Carolina University, regardless of membership status in the Chapter.

**Section 2: Special Meetings.** Special meetings of the Chapter may be called by:

- A. the President;
- B. a majority of the Executive Committee; or
- C. a petition signed by ten percent (10%) of the active members.

Written notice of such meetings shall be provided to each member by the Secretary in as expedient a manner as possible.

**Section 3: Quorum.** Quorum for all Chapter meetings shall be twenty percent of the active membership.

## **ARTICLE VII: ELECTIONS**

Elections for officers and other positions shall be held annually during the final regular Chapter meeting of the academic year, no later than the last day of the Spring semester, as determined by the university. All active members of the Chapter at the time of the election are eligible to run. All elections shall be held by secret ballot. If no candidate receives a majority of the votes cast, an immediate run-off election shall be held between the top two vote-getters. Winners of the elections are installed immediately and automatically.

## **ARTICLE VIII: DISSOLUTION**

Upon dissolution of the Chapter, its assets shall be distributed to the AAUP/AFT, a charitable and educational organization.

## **ARTICLE IX: AMENDMENTS**

These bylaws may be amended by majority vote of the active members, provided that a notice setting forth the proposed amendment, an explanation thereof, and known objections thereto shall have been sent to each active member at least thirty (30) days prior to the vote. Any active member of the Chapter may submit an amendment for consideration.

## **ARTICLE X: RULES OF ORDER**

Roberts Rules of Order Newly Revised shall be the authority for this Chapter in matters of procedure not specified above.

## **ARTICLE XI: SCOPE**

All former bylaws or parts of bylaws inconsistent herewith are hereby repealed.