

Constitution

Community Colleges of Spokane – Association for Higher Education (CCS-AHE)

Last Updated: October 2022

Article I: Name, Purpose, and Affiliation

Section A: Name

This organization shall be known as the Community Colleges of Spokane Association for Higher Education, herein called CCS-AHE or The Association.

Section B: Purpose

This Association represents all the academic employees of the Community Colleges of Spokane as their exclusive bargaining agent and shall be incorporated as a nonprofit corporation under the laws of the State of Washington and the master Contract. The purpose of the Association shall be to:

1. Promote high professional standards;
2. Work for the welfare of the Community Colleges of Spokane;
3. Participate actively in the formulation of CCS and college policies and procedures;
4. Promote and protect professional influence in the governance and operation of the colleges;
5. Collectively bargain with the CCS Board of Trustees, their designees, and administrators;
6. Serve as an advocate on behalf of members of the bargaining area;
7. Promote and protect employee, professional, and managerial rights and responsibilities of faculty and academic employees;
8. Seek the fulfillment of democratic principles and due process;
9. Protect majority and minority rights; and
10. Carry out other aims and objectives which this Association may adopt.

Section C: Affiliation

Membership in the local Association shall be accompanied by the appropriate membership category in the Washington Higher Education Network (WEA Higher Education Council, the Washington Education Association, and the National Education Association, herein called WHEN, WEA, and NEA CCS-AHE is also a member of its WEA-EW Uniserv Council).

Article II: Membership

Any academic employee may become an active member of the Association upon payment of dues. Only active members may vote, hold office, and actively participate in the Association.

Section A: Anti-Discrimination Policy

The Association shall not discriminate on the basis of age; race; color; creed; sex; national origin; marital status; political or religious beliefs; family; social, or cultural background; or for any other reason.

Section B: Meetings

All meetings shall be called by the President. General membership meetings shall be held once each year and as the need arises. The executive Board by a majority vote may direct the President to call a meeting of the general membership at any time. A member may direct the President to call a meeting of the membership by submitting to the President a petition signed by ten percent of the total membership. Petitioned meetings shall be held within ten working days of receipt of the petition.

Section C: Delegates

Delegates and alternates to WEA and NEA Representative Assemblies shall be chosen in accordance with the respective constitutions and bylaws of those two organizations and the CCS-AHE Bylaws.

Section D: Dues

Annual dues for the Association shall be determined in accordance with the bylaws. In view of the comprehensive nature of the membership, payment of local, state, UniServ, and national dues must be made simultaneously. The Faculty Senate may vote to levy special assessments.

Article III: Association Budget

The Association's financial affairs will be conducted within the parameters of an annual Association Budget which shall be approved by the Faculty Senate in accordance with the Bylaws of the Association.

Article IV: Officers

Section A: Titles

The officers of the Association shall be the President, Vice-President for SCC, Vice-President for SFCC, Vice-President for SCC-Extensions, Secretary, Treasurer, and Immediate Past-President.

Section B: Eligibility

Eligibility for office shall be in accordance with the Bylaws of the Association.

Section C: Duties

The duties of each officer shall be in accordance with the Bylaws of the Association.

Section D: Elections

Elections of Association officers will be held every two years in accordance with the Bylaws of the Association.

Section E: Vacancy

In the event of a vacancy in the offices of President and Vice-Presidents, a special election will be called by the Elections Commission in accordance with the Bylaws of the Association to fill the vacancy. Until elections can be held, the Immediate Past-President shall fill the vacancy.

The title of the succeeding officer during such an interim shall be President or Vice-President pro tempore. If the vacancy occurs during the last sixty days of a term, the officer pro tempore will fill out the unexpired term. A vacancy in the office of the Past President will be filled by appointment by the President from previous Presidents or Vice Presidents with ratification by a majority of the voting members of the Faculty Senate. In the event that the President succeeds him/herself, the Immediate Past-President's term will expire, and the office shall remain vacant until a new President is elected, in such a case, a vacancy in the Presidency will be filled by one of the Vice-Presidents by drawing lots. Vacancies in the positions of Secretary and Treasurer will be filled by appointment by the President with ratification by a majority of the voting members of the Faculty Senate.

Resignation of officers shall be made in writing and delivered to the Chair of the Elections Commission.

Section F: Recall

Any officer may be subject to a recall petition. Such petition must be signed by twenty percent of the membership and presented to the Chair of the Elections Commission for action. In the event of a recall, new elections will be scheduled in accordance with the Bylaws of the Association.

Article V: Executive Board**Section A: Membership**

The Executive Board shall consist of the President, Vice-President for SCC, Vice-President for SFCC, Vice-President for SCC-Extension, Secretary, Treasurer, Immediate Past-President and three Senators-at-Large, elected by the senate (one member from each of the three instructional

units) and one adjunct faculty member. All Executive Board positions are elected during the general election in Spring Quarter, with the exception of the three Senators-at-Large, who are elected during Fall Quarter.

Section B: Terms of Office

All terms of office shall be for two years. Executive Board members may succeed themselves.

Section C: Powers

The Executive Board shall be the body through which the general administrative and executive functions of the Association shall be carried out. The Executive Board shall act for the Association between Faculty Senate meetings in accordance with the Bylaws of the Association. Any actions of the Executive Board may be subject to a review vote by the Faculty Senate no later than the senate meeting following the announcement of the action to the Faculty Senate. Such Executive Board action may be tabled by the Faculty Senate until a review vote is taken.

Article VI: Faculty Senate

Section A: Membership

The CCS-AHE Faculty Senate shall be composed of the Association officers and senators elected in accordance with the Bylaws. FACTC representatives will be members of the Faculty Senate if they are Association members. Representatives to the Board of Trustees, coordinators, and chairs of commissions and committees shall be ex officio members of the Faculty Senate.

Section B: Powers

The Faculty Senate shall have the power to represent its constituents, to vote, and to take action upon all matters before it, except for Master Contract ratification and ratification of changes to the CCS-AHE Constitution. The Faculty Senate shall act for the Association between general membership meetings. The Senate is an opportunity for academic employees to participate in the governance of the Association, the shared governance of CCS, and academic affairs. The Faculty Senate is the recognized body of the Master Contract.

Section C: Meetings

Faculty Senate meetings shall be held monthly during the academic year and/or as needed. Meetings shall be open to all faculty unless an executive session is required for discussion of bargaining or issues pertaining to confidential individual rights of personnel. Faculty Senate meetings may be initiated upon a written petition signed by ten percent of the Faculty Senate membership. Such petition shall be presented to the President and a meeting shall be held within ten working days.

Section D: Membership Review

Action taken by the Faculty Senate may be subject to a review vote of the general membership upon submission of a written petition signed by ten percent of the membership within twenty working days of the said action.

Article VII: Commissions, Committees, and Coordinators**Section A: General**

The purposes, duties, procedures, and size of any commission shall be in accordance with the Bylaws. Any change will require an amendment to the Bylaws.

Section B: Commissions

There shall be a Bargaining Commission and an Elections Commission.

Section C: Standing Committees

Standing Committees shall be listed in the Bylaws. These committees shall be authorized by the assembled Faculty Senate and may be abolished by that body.

Section D: Coordinators

There shall be a Grievance Coordinator, a Communications Coordinator, and a Political Action Coordinator.

Section E: Ad Hoc Committees

Ad Hoc committees shall be authorized and appointed by either the Executive Board or the assembled Faculty Senate with makeup and duties assigned by the authorizing body. They are to deal with temporary concerns and shall be considered abolished upon completion of their assignment.

Article VIII: Amendments to the Constitution

Amendments to this Constitution may be proposed in writing to the Executive Board. The Executive Board will place the amendments on the agenda for the Faculty Senate. The Faculty Senate shall debate and vote on the amendments. Two-thirds of the Senators voting will be needed for passage. A special election will then be scheduled, and the general membership will ratify any amendment with a two-thirds majority of the votes cast. Notice of this election and the proposed amendment(s) shall have been distributed to each member at least twenty days in advance. Amendments shall become effective immediately unless otherwise provided.

Title changes of any organization mentioned herein will be incorporated into this Constitution immediately with the approval of the Executive Board.

Article IX: Parliamentary Authority

The current edition of Sturgis *The Standard Code of Parliamentary Procedure* governs this Association in all parliamentary situations that are not provided for in the law, Master Contract, Constitution, Bylaws, or adopted rules.