

**BYLAWS of the
NEVADA FACULTY ALLIANCE
• TMCC CHAPTER •**

Article I. Name

A. Name

The name of this organization, **TMCC Chapter of the Nevada Faculty Alliance (TMCC-NFA)**, is in accordance with the Bylaws of the Nevada Faculty Alliance (NFA) and represents members of NFA at Truckee Meadows Community College (TMCC).

B. Affiliations

As a Chapter of NFA, TMCC- NFA shall be an affiliate of the American Association of University Professors (AAUP). The state NFA organization shall be the official AAUP organization in the State of Nevada. The NFA is jointly affiliated with the American Federation of Teachers/AFL-CIO (AFT) through a national affiliation agreement between AAUP and AFT.

Article II. Purpose

The purposes of the TMCC Chapter of the NFA are contained in Article II of the Bylaws of the Nevada Faculty Alliance, and are to:

A. Work for the welfare and advancement of post-secondary public education within the State of Nevada and the improvement of instructional opportunities for students who seek post-secondary public education, including graduate and professional training.

B. Advocate on behalf of members through lobbying, collective bargaining, and in other ways:

1. To obtain explicit guarantees of academic freedom, tenure, and shared governance as exemplified by the AAUP 1940 Statement of Principles of Academic Freedom and Tenure (with 1970 interpretive comments), the 1958 Statement of Procedural Standards on Faculty Dismissal Proceedings, and the 1971 Procedural Standards on the Renewal and Nonrenewal of Faculty Appointments (1986 revision), the 1966 Statement on Government of Colleges and Universities (1990 revision), the 1974 statement on Faculty Participation in the Selection, Evaluation and Retention of Administrators (1981 revision), the 1968 statement on Recommended Institutional Regulations on Academic Freedom and Tenure (2018 revision), and other relevant AAUP documents, as updated from time to time.

2. To ensure the vital participation of faculty in establishing curricula and maintaining proper professional, educational, research, and scholarly standards.

3. To create orderly and clearly-defined procedures within the faculty governmental structure for prompt consideration of problems and grievances of faculty members, providing full access to procedures for any affected individual or group; and

4. To improve the working conditions for faculty and other professional staff at the public institutions of higher education in Nevada, including but not limited to fair and adequate compensation and benefits, work environment, campus climate, and safety.

C. Act as the representative of the faculty and professional employees in collective bargaining; to identify, research, refine, and execute proposals for a written contract of employment covering matters affecting compensation, working conditions, and other terms and conditions of employment.

D. Work in solidarity with NFA's affiliated national and regional organizations to advance labor rights in higher education and the labor movement generally.

Article III. Membership

A. Eligibility

1. Members. There shall be two classes of members, active members and retired members.
 - a. Active Members. Any person who holds a non-managerial professional position at TMCC including academic faculty and administrative faculty (excluding Executives and Administrators at the level of assistant or associate dean, assistant or associate vice president, or their equivalents, and above), is eligible for active membership in NFA.
 - b. Retired Members. An active member who retires or otherwise separates from employment with NSHE may choose to be transferred to retired membership. Retired members retain all rights and privileges accorded to active members and may complete a term as an elected state or chapter officer, but are not eligible for election or appointment to office.
2. Associates. Persons who are not eligible for NFA membership, including the general public and persons serving as Administrators, may be affiliated with the NFA as Associates. Associates are not voting members of the NFA and are not required to be affiliated with a chapter. Any member who ceases to be eligible for active membership because of appointment as an Administrator shall be transferred to associate status.

B. Membership in Good Standing

Membership in good standing shall commence with enrollment and payment of dues and end when dues payments cease. A part-time employee of NSHE may remain a member of NFA if they have held a contract within the past year.

C. One Person–One Vote

NFA shall apply the One Person–One Vote principle for general membership voting.

D. Membership Affiliation

All members of the TMCC Chapter shall be members of NFA. Members of the NFA shall also be members of AAUP, with all the rights and privileges of membership in AAUP including membership in AFT.

E. Disciplinary Action and Due Process

A member may be disciplined for failure to subscribe to the goals and objectives of the NFA and to abide by its bylaws and policies. The NFA guarantees that no member may be censured, sanctioned, suspended, or expelled from NFA without a due process hearing which shall include an appropriate appellate procedure.

Article IV. Elections. Terms of Office. Duties of Officers

A. Election of Officers

Officers shall be elected biennially by open nomination and secret ballot by all Chapter members. Chapter Officers are: President, Vice President, Secretary, and Treasurer. Officers must be NFA members in good standing during their elected terms. These four Officers and the immediate past president of the chapter shall constitute an Executive Committee of the TMCC Chapter of the NFA for the purposes of accomplishing the organization's business between Chapter meetings. The Executive Committee shall also act as the Nominating Committee for the purpose of developing a list of candidates for the election of Officers. All NFA members shall have the right and opportunity to nominate candidates for Chapter offices.

B. Term of Office

Term of office for Officers and Representatives shall be for two years with the election held during the spring semester of every even-numbered year. The term of office shall be from 1 July through 30 June for the two-year period. Committee Chairs and members shall be renewable annually on a volunteer or appointment basis.

C. President

The President shall preside over meetings, publish meeting agendas, receive and distribute meeting minutes, publish the Chapter newsletter with assistance from the Executive Committee, work with the Legal Assistance Committee Representative on legal matters and individual cases, serve as the Chapter's State Board Representative, make recommendations for appointments to standing and ad hoc committees, provide leadership in the formulation of Chapter committees and activities, and serve as a member ex-officio on all standing committees.

D. Vice President

The Vice President shall, in the event of the President's absence during a meeting, assume the duties of the President and assist in the publishing of the Chapter newsletter. If the President is unable to complete his/her term of office, that Office shall be filled by the Vice President.

E. Secretary

The Secretary shall keep an accurate record of all regular meetings with official minutes prepared and forwarded to the President within two weeks after each meeting. The Secretary shall also assist in the publishing of the Chapter newsletter.

F. Treasurer

The Treasurer shall be responsible for maintaining all Chapter financial accounts with accurate, up-to-date records. The Treasurer shall present a financial report at each regular meeting and prepare a budget once a year for consideration by the membership. The Treasurer shall also assist in the publishing of the Chapter newsletter. Duties of the Treasurer may be assigned to another Officer if approved by a majority of all members of the Chapter.

Article V. Chapter Meetings and Activities

A. Meetings

Regular meetings shall be scheduled at least once per semester to conduct Chapter business. Additional meetings may be scheduled, as needed, at the request of any member and concurrence by a majority of the Executive Committee.

1. Notices
 - a. Meetings shall be on call of the Chapter President with at least ten days' notice, except as required in emergency situations.
 - b. Action may be taken only on items listed as action items on the published agenda.
2. **Quorum**

A quorum shall be a numerical majority of all members of the TMCC Chapter of NFA or, in cases where there is less than a quorum at a meeting, a numerical majority of the Executive Committee.

B. Collective Bargaining

1. TMCC-NFA is the sole and exclusive collective bargaining representative for professional employees at TMCC. The bargaining unit includes all non-managerial academic and administrative faculty (including but not limited to the instructional, counseling, and library faculty) employed at 0.5 FTE or greater.
2. The Negotiating Team will represent the bargaining unit for all collective bargaining negotiations.
 - a. The Negotiating Team will be selected by the Chapter President.
 - b. The Chief Negotiator of the Negotiating Team shall be appointed by the Chapter President.
 - c. The Negotiating Team determines proposals and counterproposals, tactics, and strategies arising in the collective bargaining process, working in conjunction with the Chapter Executive Committee and/or the Chapter Collective Bargaining Council.
 - d. The Negotiating Team reports to the Chapter Executive Committee and/or the Chapter Collective Bargaining Council as needed during contract negotiations on the progress of negotiations.
 - e. At its discretion, the Negotiating Team, in consultation with the Collective Bargaining Council, may appoint an outside negotiation expert, an attorney, a representative of the State Board, and/or a representative of AAUP to serve on the Negotiating Team.
3. Ratification of Collective Bargaining Agreements
 - a. A tentative new or modified collective bargaining agreement from the Negotiation Team must be approved by the Chapter Executive Committee, followed by a ratification vote. Members of NFA in good standing within the relevant bargaining unit are eligible to vote in the ratification election.
 - b. The ratification election shall be by secret ballot after notice to the members eligible to vote. Approval is by a majority of the votes cast at the election. The vote may be conducted by secure and anonymous electronic ballot.
 - c. Memoranda of understanding that clarify the interpretation of an existing collective bargaining agreement or provide for its temporary extension must be approved by the Chapter Executive Committee but do not require a ratification vote.

C. Other Activities

The TMCC Chapter of the NFA shall schedule, as deemed proper, other activities in keeping with the purposes of the Chapter and the NFA.

Article VI. Committees

A. Standing NFA Committees

The President of the TMCC Chapter of the NFA shall make recommendations for the appointment of Chapter members to serve as requested or required on each of the following NFA State Committees: Collective Bargaining Steering Committee, Legal Defense Committee, Governmental Relations Committee, and the Political Action Committee.

B. Standing and Ad Hoc Chapter Committees

The President of the TMCC Chapter of the NFA shall establish standing committees and ad hoc committees, as necessary, and may recommend appointments to the committees. The Standing Committees are:

1. **Membership Committee**

This committee is responsible for signing new members. When needed, this committee may also conduct surveys, polls and/or canvas the faculty. Membership is open to all members of the Chapter. The Chair is selected by majority vote of the Committee membership or by designation of the Chapter President.

2. **Collective Bargaining Council**

This committee is responsible for research, information gathering, identification of local and state issues, and organization of bargaining positions. Membership is open to all members of the Chapter. The Chair is selected by majority vote of the Committee membership or by designation of the Chapter President. The Chair shall serve as the chapter's representative on the State Collective Bargaining Steering Committee.

3. **Legal Defense Committee**

This committee is responsible for evaluating applications for legal defense services from members in good standing. The merit and parameters of each case will be evaluated individually by the Chapter Legal Defense Committee with respect to State NFA Legal Defense Policy and Procedures, Institution Policy, Collective Bargaining Agreements, Nevada System of Higher Education (NSHE) code, Nevada Revised Statute (NRS), and Federal Law and Regulations. The Chair is selected by majority vote of the Committee membership or by designation of the Chapter President and will serve on the State NFA Legal Defense Committee.

Article VII. Finances

A. Dues

Dues of the State NFA shall be set yearly by the State Board of the NFA. The TMCC Chapter may establish additional dues or assessments, with the approval of the State Board and the approval of a majority of all members of the Chapter.

B. Fiscal year

The fiscal year of the TMCC Chapter of the NFA shall be July 1 through June 30, or other period as determined by the NFA State Board.

Article VIII. Parliamentary Procedure

Robert's Rules of Order Revised shall be the authority on all matters of procedure not otherwise covered in the Bylaws of the NFA.

Article IX. Amending Procedures

Amendments to the TMCC Chapter Bylaws may be proposed by a majority of the members of the Chapter, a majority of the members of the Executive Committee, and/or a majority of the members of the TMCC NFA Bylaws Committee, if one is formed. The proposed Amendment(s) must be presented for a vote of the total Chapter membership and passed by a two thirds ($\frac{2}{3}$) majority of the ballots cast.

Article X. Liability of Officers and Members

Officers and members of this organization shall not be liable for the debts, liabilities, or obligations of the organization.

Article XI. Separability

In the event that any specific portion of this document is declared in violation of state or federal law or constitution, all other provisions shall remain in force and effect. The Executive Committee shall take appropriate and necessary action within twenty (20) days to correct the provision in the violation.