

**CONSTITUTION OF THE  
AFT GUILD, LOCAL 1931  
SAN DIEGO COMMUNITY COLLEGE DISTRICT**  
*Amended 06/01/05*

**ARTICLE I - NAME**

- 1.1 The name of this organization shall be AFT Guild, Local 1931, San Diego Community College District.

**ARTICLE II - JURISDICTION**

- 2.1 This organization, hereinafter called the "Guild," shall exercise jurisdiction for the American Federation of Teachers on all campuses and within all facilities on behalf of all faculty and staff for which the Guild is the exclusive representative.

**ARTICLE III - PURPOSES**

- 3.1 Generally, the Guild seeks excellence of education for students and excellence of academic and professional environment for faculty and staff.
- 3.2 Specifically, the Guild endeavors to:
- (1) Establish and maintain a collegiate environment within which students can aspire to the highest intellectual, vocational and social aims; and
  - (2) Endow students with specialized information and technical skills.
- 3.3 The assumptions of the Guild's membership which underlie its commitment to these high purposes include the following:
- (1) Faculty members are professionals, and their professional judgment, individually and collectively, about matters academic and instructional, is therefore to be accorded the greatest regard;
  - (2) Faculty and staff members must be assured a professional level of compensation;
  - (3) Faculty members must not be subject to arbitrary and capricious restriction of their academic freedom; and
  - (4) Students must have the widest possible access to learning opportunities.

**ARTICLE IV - AFFILIATIONS**

- 4.1 The Guild shall affiliate with the American Federation of Teachers and the California Federation of Teachers. It shall also affiliate with the San Diego/Imperial Counties Labor Council, San Diego/Imperial Counties Labor Council's Committee of Political Education, "COPE," the California Federation of Labor and its COPE, and the Labor Party (subject to annual renewal). The Guild may also affiliate with other San Diego County AFT locals according to agreements determined by participating locals and may have working arrangements with other organizations whose goals are deemed by the Guild Executive Council to be consonant with those adumbrated in the present Constitution, subject to conditions mentioned in the By-Laws of the Guild.

## **ARTICLE V - MEMBERSHIP**

- 5.1 Membership in the Guild shall be open to all faculty and staff for whom the Guild is the exclusive representative. Membership in the Guild is of three kinds:
- (1) Regular Membership In Good Standing, which shall be open to all tenured, tenure-track, and adjunct faculty, and all classified staff, per the requirement of 5.1, supra, who hold an active assignment in one of the bargaining units for which the Guild is the exclusive representative, and whose dues are paid in full according to the dues provisions set forth in the By-Laws.
  - (2) Honorary Membership, which shall consist of certain persons who, by their efforts in the field of higher education, have made significant contributions to the high goals of the Guild. This membership shall be granted upon a majority vote of those Guild members present and voting at a general meeting, and after a presentment of a written petition by a committee of the Guild established for that purpose. Dues shall not be made a requirement for this kind of membership, nor shall voting rights or eligibility for office in the Guild be obtained thereby.
  - (3) Retiree Membership, which shall consist of all retirees who retired from active status (no current bargaining unit assignment) as a Guild member in good standing as defined in (1) above. Retirees shall not pay dues, vote on official Guild business, nor hold any Guild office, but shall maintain all other benefits of membership.

## **ARTICLE VI - OFFICERS**

- 6.1 Elected Officers of the Guild shall be as follows:

President  
Secretary  
Treasurer  
Chapter Vice-Presidents  
Political Action Vice-Presidents  
At-Large Vice-Presidents  
Communications Vice-Presidents  
Membership Vice-Presidents  
Public Relations Vice-Presidents  
Bargaining Unit Conciliator/Grievance Chair

The President, Secretary, and Treasurer shall be elected at-large from among all Guild

members in good standing.

- 6.2 For bargaining units with at least three hundred (300) unit members, a chapter shall be established at a particular site whenever the total number of bargaining unit members who hold an active assignment at that site exceeds ten percent (10%) of the total number of employees in the bargaining unit. Each chapter shall elect two (2) Chapter Vice-Presidents, one (1) a contract and one (1) an adjunct faculty or hourly staff member, where applicable. At a minimum, there shall be a chapter established for each bargaining unit at every site where a college faculty chapter exists. A minimum of one (1) of the Political Action Vice-Presidents shall be contract and one (1) adjunct or hourly. Each bargaining unit may elect Political Action, and Membership Vice-Presidents equal in number to the number of contract Chapter Vice-Presidents established for that unit. Each unit shall also elect one (1) each At-Large Vice-President, Communications Vice-President, Public Relations Vice-President, and Conciliator/Grievance Chair.
- 6.3 For bargaining units with less than three hundred (300) unit members, three chapters shall be established: one whose main responsibility will be the northern region of the district, one whose main responsibility will be the southern region of the district, and one At-Large. Each chapter shall elect two (2) Chapter Vice-Presidents, one (1) a contract and one (1) an adjunct faculty or hourly staff member, where applicable. These Chapter Vice-Presidents shall be the only officers elected to the Executive Council from this unit, with the exception of the Guild President, Secretary, and Treasurer, if applicable.
- 6.4 Appointive Officers of the Guild shall be as follows:

Any of the offices listed in section 6.1 above, for which the total number of ballots cast for that office is less than five percent (5.0%) of the total number of votes cast in the election by that bargaining unit.

The Guild President shall appoint, and the elected officers confirm by majority vote, these appointive officers.

## **ARTICLE VII - EXECUTIVE COUNCIL**

- 7.1 The elected and appointive officers shall constitute the Executive Council of the Guild. The Executive Council shall be responsible for the execution of Guild policy. The Executive Council may suggest and formulate Guild policy, subject to confirmation of the membership at a general membership meeting. All Guild business, except those items with legal or personnel implications, may only be conducted during a general membership meeting.
- 7.2 The Executive Council shall have discretion to interview for and hire, provision having been duly made in the annual budget of the Guild for same, appropriate staff. The responsibilities of the staff members shall be stipulated by the President, subject to approval by the Executive Council. The staff members shall be accountable to the Guild President. Staff members will not be considered to be nor be eligible to serve as an officer of the Executive Council.
- 7.3 Unless also serving as an elected Executive Council Officer, the Collective Bargaining Chairperson will not be considered an officer of the Executive Council.

## **ARTICLE VIII - ELECTIONS**

- 8.1 The term of office shall be two (2) years for all officers. Elected officers shall be elected by a secret ballot election as set forth in the By-Laws of the Guild, with the exception of the Conciliator/Grievance Chair and Collective Bargaining Chairperson as stipulated in section 8.4 below. Nominations for each office shall be made upon written petition of exactly ten (10) members in good standing, with the exception of the office of President. Nominations for President shall be made upon written petition of a number of Guild members in good standing equal to ten percent (10%) of the total Guild membership, or one hundred (100) members, whichever is less. Membership in good standing for the purposes of this article shall refer to those members who meet the requirements of Article V as of January 10 of the election year.
- 8.2 Election of officers shall be held during the month of March in odd numbered years.
- 8.3 Newly elected officers shall be installed no later than thirty (30) days following the conclusion of the election of all officers in the manner prescribed by the By-Laws of the Guild.
- 8.4 Every regular Guild member in good standing as of January 10 of the election year shall be eligible to vote in the election for officers. All eligible Guild members shall vote for the Secretary, Treasurer, and President. Each bargaining unit shall elect its own Vice-Presidents. A member will vote for Chapter Vice-President only if the member has the largest percentage of her/his assignment at that site. A member with an equal percentage of assignment at more than one site may declare for which site he/she wishes to vote. A member will vote for the At-Large Vice-President only if the member has the largest percentage of her/his assignment at non-chapter sites. Adjunct or hourly members shall vote for adjunct/hourly Vice-Presidents, contract members shall vote for contract Vice-Presidents. Voting shall be a secret ballot election via United States mail. Candidates for Conciliator/Grievance Chair and Collective Bargaining Chairperson shall be elected by the Executive Council of the Guild, upon recommendation of the President of the Guild.
- 8.5 A majority of votes cast shall be necessary to elect. Where no majority exists, the two (2) persons with the largest number of votes will contest in a run-off election following the rules listed in 8.4 above.

## **ARTICLE IX - VACANCIES**

- 9.1 Vacancies in office shall be filled by appointment by the President subject to ratification by a majority vote of the Executive Council.

## **ARTICLE X - AMENDMENTS**

- 10.1 Amendments to this Constitution and/or its By-Laws may be proposed at any regular meeting of the general membership or at any regular meeting of the general membership called for that purpose. Absent a quorum, amendments may be proposed upon written petition of a number of Guild members in good standing equal to ten percent (10%) of the membership of the Guild as of the most recent academic year pay period.
- 10.2 Any member in good standing is eligible to propose amendments, as is the Executive Council. Ratification shall be a secret ballot election via United States mail. A majority

of votes cast shall be sufficient to ratify.

#### **ARTICLE XI - BY-LAWS**

- 11.1 All matters not covered in this Constitution and those matters requiring further interpretation or elaboration shall be referred to the By-Laws.
- 11.2 Proposals for additions and amendments to, and deletions from, the By-Laws may be made according to the rules pertaining to amendments of the Constitution itself.

#### **ARTICLE XII - PARLIAMENTARY PROCEDURE**

- 12.1 Unless otherwise specified in the By-Laws, Robert's Rules of Order shall apply at all Guild meetings.