

**BYLAWS OF THE NEVADA STATE COLLEGE CHAPTER OF
THE NEVADA FACULTY ALLIANCE**

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Preamble

The Nevada State College chapter of the Nevada Faculty Alliance (NFA) was founded in 2002 as an advocacy organization committed to defining and protecting the rights of the academic and administrative faculty.

Article I. Name

The name of this organization shall be the NSC-NFA (NFA). The separate chapters of NFA on the campuses have lawfully delegated to the State NFA organization their rights to seek recognition and serve as the exclusive representative of the faculties of the Nevada System of Higher Education.

Article II. Purpose

The purposes of NSC-NFA are to:

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

Section B. Work through lobbying, organizing and in other ways:

1. To obtain explicit guarantees of academic freedom and tenure as exemplified by the AAUP 1940 Statement of Principles of Academic Freedom and Tenure, the 1958 Statement of Procedural Standards on Faculty Dismissal Proceedings, the 1971 Procedural Standards on the Renewal and Nonrenewal of Faculty Appointments, the 1966 Statement on Government of Colleges and Universities, the 1974 statement, as revised in 1981, on Faculty Participation in the Selection, Evaluation and Retention of Administrators, and other relevant AAUP documents.

2. To insure the vital participation of faculty in establishing curricula and maintaining proper professional and educational standards, and to create orderly and clearly defined procedures within the faculty governmental structure for prompt consideration of problems and grievances of faculty members, to which procedures any affected individual or group shall have full access.

Section C. Act as the representative of the faculty, especially in concerns involving shared governance and faculty rights.

Article III. Membership

Section A. Eligibility

There shall be five categories of membership.

1. **ACTIVE MEMBERS.** Active members are instructional, research, counseling, library or administrative faculty holding a .5 or greater contract or Letter of Appointment. Department chairs are active members. Administrators are not eligible for active membership.
2. **ASSOCIATE MEMBERS.** Any member who ceases to be eligible for active membership because the member's work has become primarily administrative shall be transferred to associate membership and will serve in an advisory capacity.
3. **PART-TIME MEMBERS.** Part-time members are instructional, research, counseling, library or administrative faculty on less than .5 contract or Letter of Appointment.
4. **EMERITUS MEMBERS.** Any active, associate, part-time or public member retiring for age may be transferred at the member's request to emeritus membership.
5. **PUBLIC MEMBERS.** Any person not eligible for one of the other categories of membership may be admitted as a public member.

Good standing membership shall commence with enrollment and payment of dues and end when dues payments cease.

Section B. One Person-One Vote

Active members will each be allowed one vote for representation on its governing bodies.

Section C. Membership Affiliation

Members of the NSC-NFA shall also be affiliated with AAUP, with all the rights and privileges of membership in AAUP.

Section D. Disciplinary Action and Due Process

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

Article IV. Chapters

Section A. Establishment

Members of the NFA at each institution within the Nevada System of Higher Education (NSHE) institution shall comprise a local NFA chapter. The State NFA Board must vote to approve official new local NFA chapters.

Section B. Removal of Chapter Status

The bylaws of the NSC-NFA Chapter shall be in compliance with these NFA State Bylaws. A chapter whose actions are in violation of the Bylaws of the NFA may be suspended upon recommendation of the State NFA Board and upon a two-thirds vote of the general state membership of NFA.

Section C. Members and Dues

The NSC-NFA may not accept as a chapter member a person who is not a member of the State NFA. Chapter dues will be subject to policies established by the State NFA Board.

Section D. Meetings

The NSC-NFA chapter shall have at least one meeting per semester. The general membership of the chapter will be given prior notice of the meeting, which shall be open to all NSC-NFA members.

Section E. Election of Chapter Officers.

The NSC-NFA shall, through an election procedure which allows nomination of officer candidates by the entire membership, elect officers for terms not to exceed two years in length. Local sets of officers shall be as representative of the various academic and administrative units of the institution as feasible. Only active members may serve as Chapter representatives to the State NFA Board.

Section F. State Board Representation.

The NSC-NFA chapter president shall serve as a member of the State NFA Board. The chapter president may designate a representative to attend State NFA Board meetings and serve as their proxy. Only active members may serve as chapter representatives to the State NFA Board.

Article V. Chapter NSC-NFA Board

Section A. Executive Authority.

The Chapter NSC-NFA Board shall be the governing body of NSC-NFA.

Section B. Composition of the Board.

The voting membership of the Chapter NSC-NFA Board shall be composed of the campus-wide officers of the NSC-NFA and the Past President (ex-officio).

Section C. Term of Office.

The term of office for elected officers shall begin on July 1 and shall be for two years.

Section D. Vacancies.

Vacancies on the Chapter NSC-NFA Board shall be filled through appointment by the Chapter NSC-NFA Board, except for the President as describe in Article VI, Section B. Appointees filling vacancies shall serve until the next election cycle.

Section E. Duties and Powers

1. It shall be the duty of the Chapter NSC- NFA Board to interpret the provisions of the Bylaws, to approve requests for disbursements from the State Board, and to formulate policies and make decisions on all matters concerning NSC-NFA policy, including lobbying and collective bargaining. These policies shall be in agreement with the policies stated in the State NFA Articles of Incorporation.

2. The Chapter NSC-NFA Board shall have the power, by majority vote, of appointment and removal of the officers

3. Members of the Chapter NSC-NFA Board shall have one vote each.

Section F. Meetings.

The Chapter NSC-NFA Board shall meet as required to conduct its business. Telephone conference calls, interactive video conferences, or electronic mail can serve as official meetings for the purpose of conducting the business of the NSC-NFA.

1. Notices

a. Meetings of the Chapter NSC-NFA Board shall be on call of the NSC-NFA President with at least ten days' notice, except as required by emergency situations.

b. Meetings of the Chapter NSC-NFA Board shall be on call of two-thirds of the Chapter NSC-NFA Board on ten days' notice, except as required by emergency situations.

c. Individual items of NSC-NFA business may be voted on by electronic mail or any other method decided by the Chapter NSC-NFA Board in between regular meetings.

2. Quorum.

A number of members of the Chapter NSC-NFA Board representing:

a. A numerical majority of the NSC-NFA Board shall be necessary to constitute a quorum for the transaction of business.

b. The action of a majority of the Chapter NSC-NFA Board present at any meeting at which there is a quorum, when duly assembled, is valid as a corporate act.

Article VI. Elections, Term of Office, and Duties of Chapter NSC-NFA Officers

Section A. Election of Officers.

Only active members may serve as NSC-NFA officers. The Chapter officers of the NSC-NFA are President, Past President, Vice-President of Membership & Organizing, Vice President of Communications, and Secretary. Officers shall be elected biennially by open nomination and secret ballot, with the exception of the Past President. Candidates may self-nominate for any officer position. The Past President position will be filled by the person whose elected term as President has most recently expired. The remaining positions will be filled by simple majority of the voting members. In the case that no candidate receives a majority of votes cast, there will be a runoff between the top two candidates.

The office of Treasurer will be created by a majority vote, and the amending of the bylaws at such time as the chapter subsumes duties related to budget creation and management. Until such time, the chapter Secretary will act as the liaison with the State Treasurer on chapter fiscal affairs.

Elections shall be held in the same year as State elections. A list of members eligible for nomination will be provided to all active members for consideration by the second Friday in February. Nominations for office will be accepted until the last Friday in February. Candidates must submit biographies for distribution to members by the first Friday in March, and elections will be held the last Friday in March.

Ballots, whether paper or electronic, will be administered and overseen by the State Administrative Assistant and verified by the State Secretary.

Section B. Appointments.

The Chapter NSC-NFA Board shall appoint chairpersons of any committees, upon recommendation by the Chapter NFA President. Interim vacancies of officers shall be filled by appointment by the Chapter NSC-NFA Board. In the case of a vacancy in the office of President, the Vice-President of Membership and Organizing shall assume the office of President, and a new Vice-President shall be elected by open nomination and secret ballot.

Section C. Term of Office.

Term of office shall be for two years, except as stated in Article V, Section D.

Section D. President.

The President shall be Chair of the NSC-NFA Board. Presidents serving nine month contracts will receive a minimum of one course release per semester or a stipend through the Office of the Provost that is no less than the current buy-out for a part-time faculty salary to cover the course release, as well as a stipend of no less than \$3,000 for summer. Presidents currently holding twelve-month contracts will receive a stipend for the two semesters of the academic year, but not the summer. As head of a recognized faculty advocacy group by the campus, the Chapter NSC-NFA President will serve on the campus Executive Committee, Provost Council, the Executive Budget Committee, in an advisory position on the Faculty Senate, and on any committees by appointment or invitation of the NSC administration, faculty, staff, students groups, or the Nevada System of Higher Education.

The President shall also serve on the State Board. Unless otherwise delegated, the President shall also serve on the State NFA Government Relations Committee, the State NFA Political Action Committee, and the State and campus-level Committee A, also referred to as Legal Defense Committee or Academic Freedom, Tenure and Governance.

Section E. Vice-President of Membership & Organizing.

The Vice-President of Membership & Organizing shall serve as liaison to all committees and shall act in the President's absence. In the event that the President is unable to complete the term in office, that office shall be filled by the Vice-President of Membership & Organizing, as stated in Article VI, Section B.

Section F. Vice President of Communications.

The Vice President of Communications shall manage all organizational communications, including the chapter newsletter, the NSC-NFA blog, and organizational emails. The Vice President will serve on the Advisory Committee/Editorial Board of the Alliance. If the Vice President cannot serve on this committee, then he or she is responsible for finding a designated representative.

Section G. Secretary.

The Secretary shall keep accurate records of all Chapter NSC-NFA Board proceedings and furnish copies to all members of the chapter. Minutes of official Chapter NSC-NFA Board meetings shall be prepared and provided to committee members within one week of a meeting. The chapter Secretary shall act as liaison to the State NFA Treasurer and shall present an up-to-date financial statement at each Chapter NSC-NFA meeting to report expenditures submitted to the State Board.

Article VII. Committees

Section A. Guidelines

The Chapter NSC-NFA Board shall give the charge to all committees and shall adopt guidelines governing the operation of all committees. Actions of all committees must be authorized or approved by the Chapter NSC-NFA Board. All committees, except the executive committee, shall be formed on an as needed or ad-hoc basis.

Section B. Executive Committee

The President, immediate Past President, Vice-President of Membership & Organizing, Vice-President for Communications, and Secretary shall constitute an Executive Committee of the Chapter NSC-NFA for purposes of accomplishing the organization's business between Chapter NSC-NFA Board meetings.

Section C. Academic Freedom, Tenure, & Governance Committee.

Also known on other campuses as Committee A or Legal Defense, the Academic Freedom, Tenure, and Governance Committee promotes principles of academic freedom, tenure, and due process in higher education through the development of policy documents and reports relating to these subjects and the application of those principles to particular situations that are brought to its attention. The committee is authorized to receive complaints of departures from these standards and, where appropriate, to undertake formal investigations. Such investigations may lead to a recommendation from the committee to the Association's national council and annual meeting that the administration be censured for failure to adhere to the principles of academic freedom and tenure as endorsed by the AAUP and hundreds of other professional and educational organizations.

Section D: College Governance Committee.

Promotes meaningful faculty participation in institutional governance through the development of policy statements and reports related to shared governance and application of those principles to particular situations that are brought to its attention. An elected NSC-NFA member will serve as ex-officio member of the Nevada State College Faculty Senate and act as a liaison with the Classified Employee Council, and is authorized to receive, on behalf of the committee, complaints of departures from these standards and report to the chapter board to review and report to the State NFA Board as deemed appropriate.

Section E: Standing and Ad Hoc Committees.

The Chapter NSC-NFA Board shall establish other standing and ad hoc committees as it deems necessary and shall appoint their members.

Article VIII. Finances

Section A. Dues.

Dues of the Chapter NSC-NFA shall be set by the State NFA Board.

Section B. Revenues.

Revenues generated under Section A above in excess of the amount necessary to pay AAUP dues shall remain with the State NFA, to be apportioned to local chapters as needed, and to pay other expenses of NFA.

Section C. Budget.

The Chapter NSC-NFA Secretary shall be responsible for ensuring that the Chapter NSC-NFA operates within the limits of the chapter budget and shall serve as liaison to the State NFA Treasurer.

Section D. Local Chapter Dues.

The Chapter NSC-NFA may establish additional dues or assessments, with the approval of the State NFA Board.

Section E. Reduced Dues.

NSC-NFA members employed on a part-time basis shall pay reduced dues as determined by the State NFA Board. Dues may also be reduced through special promotions.

Section F. Fiscal Year.

The fiscal year of the Chapter NSC-NFA shall be September 1 through August 31.

Article IX. 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 Chapter NSC-NFA.

Article X. Amending Procedure

Amendments to the Bylaws may be proposed by any Chapter NSC-NFA member. If the amendment is supported by a majority vote from the Chapter NSC-NFA membership, then the amendment will be scheduled for inclusion in the Bylaws. In most circumstances, all changes made within an academic year (July 1 through June 30) will be added to the bylaws at the end of that academic year. However, in cases where there is a pressing need to implement an amendment immediately; the NSC-NFA may do so with a majority vote from its active members.

Article XI. Liability of Officers, Directors and Members

Officers, directors and members of this organization shall not be liable for the debts, liabilities, or obligations of the Chapter NSC-NFA or State NFA organization.

Article XIII. Ratification of these Bylaws

These bylaws shall initially take effect upon ratification by a two-thirds vote of active members voting via a ballot sent to all Chapter NSC-NFA members as of January 17, 2012.