

# **Bylaws of the New Caucus**

## **Caucus Principles**

The New Caucus encourages open debate and political integrity of all of its members, including New Caucus members elected to the PSC chapter offices and to PSC CUNY-wide offices. While the New Caucus expects substantial agreement with the New Caucus's platform and general support for New Caucus candidate slates, open democratic debate on principled disagreements is encouraged and at no time will members of the New Caucus be forced to vote against their will. The New Caucus pledges to work cooperatively with all members of the PSC without regard to caucus membership, for the best interests of the PSC Union, our students, and CUNY.

## **Membership**

Membership in the New Caucus of the Professional Staff Congress (PSC) is open to all members of the PSC who are not members of another electoral caucus. Members of the New Caucus forfeit their membership by running for election on an opposition slate.

## **Dues**

Members in good standing must pay dues once each academic year. Changes in dues shall be voted at a General Membership meeting and must be approved by two-thirds vote of those present with a quorum of at least 25 voting members. Changes in membership dues must be put on the agenda and the membership notified at least two weeks prior to the membership meeting at which it will be considered.

## **General Membership Meetings**

There shall be at least one CUNY-wide general membership meeting of the New Caucus each semester. Additional meetings may be called as often as desired. Notice must be given of a general membership meeting in writing at least 14 days in advance of the meeting. All members shall be eligible to attend and vote at a general membership meeting upon payment of their annual dues.

- I. Functions:
  - A. Amend the New Caucus Platform
  - B. Elect the Governing Board, and the Treasurer
  - C. Nominate and ratify New Caucus slates for CUNY-wide offices
  - D. Change dues and amend the Bylaws.
  - E. Vote on financial contributions to other organizations, groups or individuals
  - F. Address other major issues confronting the PSC including, but not limited to, contract issues, CUNY restructuring, endorsements, sponsorships, issue campaigns, trade union issues, legislative and coalition building work.

## II. Voting Procedures:

- A. Only those members who have been members for at least two months prior to the meeting shall be eligible to vote at a general membership meeting. Members whose prior membership has lapsed because of failure to pay dues shall become eligible to vote at a general membership meeting upon payment of their dues.
- B. To amend the New Caucus platform, to change the dues structure, to amend the New Caucus By-laws, and to consider requests for financial support from external organizations and individuals, the item must be on the agenda prior to the membership meeting at which it will be considered and a two-thirds majority of those voting is required. In extraordinary circumstances, such as when timeliness is a factor, three-fourths of those present at a membership meeting can vote to place a financial contribution item on the agenda for that meeting.

## Campus Chapters

### I. Composition:

- A. The basic unit is the Campus New Caucus chapter, including HEOs and CLTs.
- B. Each chapter will elect an executive committee of at least three members to conduct New Caucus business at the campus level.
- C. The campus chapter will attempt to achieve racial, gender, full-time and part-time balance.
- D. Campus chapters will operate within the framework of the principles of the bylaws of the New Caucus.

### II. Functions:

- A. Faculty will nominate and elect a slate to campus chapter elections; HEOs and CLTs will nominate slates for cross-campus chapter elections.
- B. Be active in all campus PSC chapter activities.
- C. Assist in the CUNY-wide New Caucus work groups.
- D. Participate in the nomination and election of delegates to NYSUT, AFT and AAUP Conventions.

## Governing Board

### I. Composition:

- A. The Governing Board of the New Caucus shall consist of no fewer than nine and no more than eleven members.
- B. The Governing Board shall be elected at the first fall meeting in the year prior to the general election of the PSC for a three-year term. In the event that vacancies occur, leaving the board with fewer than nine members, a special election shall be held at the next general meeting. Representation will be by different constituencies to the extent possible (racial, gender, full-time and part-time teaching faculty, Higher Education Officers, College Laboratory Technicians).

### II. Functions:

- A. Serve as a slate nominating committee for CUNY-wide elections.
- B. Meet in September (or more often) to recommend a course of action to the Coordinators for the coming year. The Governing Board will elect a convener and secretary at this meeting.
- C. Appoint the Coordinating Committee members

### III. Nominating Process:

- A. Candidates for the Governing Board may self-nominate or may be nominated by someone else at the general meeting or in writing to the coordinators at least two weeks prior to the meeting.
- B. Nominees must be members in good standing of the New Caucus on the day of the meeting.
- C. At that meeting, nominees must either accept their nomination or must have communicated their acceptance to the coordinators prior to the meeting.

### IV. Election Procedures:

- A. Voting will be by secret ballot at the general meeting and conducted by the Coordinators. Candidates may not participate in the counting of ballots.
- B. Members shall vote for up to eleven but for no fewer than nine candidates.
- C. Ballots that violate this requirement shall be void.
- D. To be elected, a candidate must receive a simple majority of the valid votes cast. If at least 9 candidates have not received a majority vote on the first ballot, additional rounds of balloting will be conducted consisting of those candidates who have not received a majority. If more than eleven candidates receive a majority vote, the candidates who receive the greatest number of votes will be elected.
- E. PSC Executive Council members shall not have a majority of seats on the Board
- F. In the event of a tie, if the candidates agree, the winner(s) will be chosen by lot, otherwise a runoff election shall be conducted.

## **Coordinating Committee**

### I. Composition:

- A. A Coordinating Committee will be comprised of six members appointed by the Board, plus an elected Treasurer.
- B. At the first fall semester membership meeting each year, two coordinators will be appointed for a term of three years. In the event that a vacancy occurs leaving the Coordinating Committee with fewer than six members, a replacement shall be appointed to fill the unexpired term.
- C. The Treasurer shall be elected for a three-year term at the first fall meeting prior to the general PSC election.
- D. Representation will be by different constituencies to the extent possible (racial, gender, full-time and part-time teaching faculty, Higher Education Officers, College Laboratory Technicians).

### II. Functions:

- A. Set an agenda for membership meetings and notify members of meetings.
- B. Manage such business as shall arise between meetings.
- C. Publish a Membership Alert including notices of meetings, minutes of past meetings and other matters of interest.
- D. Establish committees and appoint members as needed and supervise, support and coordinate their activities.
- E. Authorize expenditures to carry out the activities of the New Caucus.
- F. Collect dues.

- G. The Treasurer shall maintain accurate and timely records regarding dues, membership and spending.
- H. The Treasurer shall report regularly to the Coordinators and to the membership at all meetings.

*Approved 4/5/08*