

BYLAWS OF THE NEVADA FACULTY ALLIANCE

Amended February 2011

Article I. Name

The name of this organization shall be the [Nevada Faculty Alliance](#) (NFA), which 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 shall have separate chapters of NFA on each campus on which there are NFA members.

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 Nevada System of Higher Education.

Article II. Purpose

The purposes of 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 instructional opportunities for students who seek post-secondary public education, including graduate and professional training.

Section B. Work through lobbying, collective bargaining 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](#), and 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 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.

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 LOA. Department chairs are active members except in cases where the department chairs of an institution have voted not to be members of a collective bargaining unit. Any member of a faculty bargaining unit may be admitted to active membership. 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.

3. **PART-TIME MEMBERS.** Part-time members are instructional, research, counseling, library or administrative faculty on less than .5 contract or L.O.A.

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

NFA shall apply the one person-one vote principle for representation on its governing bodies.

Section C. Membership Affiliation

Members of the 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 NFA and to abide by its bylaws. The NFA guarantees that no member may be censored, suspended or expelled from 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) shall comprise a local NFA chapter. The State NFA Board must vote to approve new local NFA chapters.

Section B. Removal of Chapter Status

The bylaws of each 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

No chapter may 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

Each separate local chapter of NFA shall have at least one meeting per semester, which shall be noticed to the general membership of that local chapter.

Section E. Election of Chapter Officers.

The local chapter shall, through an election procedure which allows nomination of officer candidates by the entire membership, elect officers for terms described in local chapter by-laws, with terms not to exceed two years in length. Local sets of officers shall be as representative of the various constituencies of the institution as feasible. Only full time members may serve as chapter representatives to the State NFA Board.

Section F. State Board Representation.

Each chapter president shall serve as a member of the State NFA Board. Chapter presidents may designate their 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. There shall be one part-time or adjunct faculty member (from the active or part-time pool) as a representative to the State NFA Board elected by the statewide part-time membership.

Article V. State NFA Board

Section A. Executive Authority.⁴

The State NFA Board shall be the governing body of NFA.

Section B. Composition of the Board.

The voting membership of the State NFA Board shall be composed of the statewide officers of the NFA, the immediate past president, the Legal Defense Chair and Vice Chair, the state lobbyist, one member each from the chapter selected by the local chapter, according to its bylaws, and a part-time member selected by the part-time membership. Those serving as campus representatives shall be able to cast a

weighted vote, based upon the number of members in their local chapter.

Non-voting membership of the State NFA Board shall consist of the Co-chairs of the Political Action Committee.

NFA shall take legally permissible steps to achieve ethnic minority representation in its local and state governing bodies at least proportionate to its ethnic minority membership.

Section C. Term of Office.

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

Section D. Vacancies.

Vacancies on the State NFA Board shall be filled through appointment by the State NFA Board.

Appointees filling vacancies should be from the same campus as the member being replaced and shall serve until the next election cycle.

Section E. Duties and Powers

1. It shall be the duty of the State NFA Board to interpret the provisions of the Bylaws, to set and collect dues and service fees, to approve disbursements, to formulate and administer the budget, and to formulate policies and make decisions on all matters concerning NFA policy, including lobbying and collective bargaining. These policies shall be in agreement with the policies stated in the NFA Articles of Incorporation.

2. The State NFA Board shall have the power, by majority vote, of appointment and removal of the officers and other staff members.

3. Members of the State NFA Board shall have one vote each, unless any one member of the Board asks that the weighted vote be used.

A per-member represented, weighted vote may be applied in any decision including adoption of any emergency policy if a member of the Board requests that the weighted vote be used. The vote for each member of the Board shall be based upon a proportional representation of the official paid membership records for the preceding month.

4. Statewide Officers of the State NFA Board shall have one vote each.

Section F. Meetings.

The State 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 NFA. There shall be at least one official per semester of the State NFA Board.

1. Notices

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

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

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

2. Quorum.

A number of members of the State NFA Board representing:

a. A numerical majority of the Board representing:

b. which shall include at least one member representing the community colleges, one member representing the state college, and one representing the universities shall be necessary to constitute a quorum for the transaction of business.

c. The action of a majority of the State 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 State NFA Officers

Section A. Election of Officers.

Officers shall be elected biennially by open nomination and secret ballot. The statewide officers of the NFA are President, Vice-President, Secretary and Treasurer. These four officers shall constitute an Executive Committee of the NFA for purposes of accomplishing the organization's business between NFA State Board meetings. Only active members may serve as statewide officers.

Section B. Appointments.6

The State NFA Board shall appoint chairpersons of any committees, upon recommendation by the state NFA President. Interim vacancies of officers shall be filled by appointment by the State NFA Board. In the case of a vacancy in the office of President, the Vice-President 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. President.

The President shall be Chair of the State NFA Board and shall serve as a member ex-officio of all standing committees.

Section E. Vice-President.

The Vice-President 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.

Section F. Secretary.

The Secretary shall keep accurate records of all State NFA Board proceedings and furnish copies to all members of the State NFA Board and the chairpersons of all committees. Minutes of official State NFA Board meetings shall be prepared and mailed to committee members within three weeks of a meeting.

Section G. Treasurer.

The Treasurer shall be responsible for maintaining NFA accounts and accurate, up-to-date financial records. The Treasurer shall present a financial statement at each State NFA Board meeting, and prepare a budget once a year for consideration by the State NFA Board. The Treasurer shall be personally bonded, with the cost of bonding being borne by the NFA.

Article VII. Committees

Section A. Guidelines.

The State 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 State NFA Board.7

Section B. Executive Committee.

The Executive Committee of the State NFA Board shall consist of the President, Vice President, Treasurer, and Secretary.

Section C. Political Action Committee.

All members of the State NFA Board shall be members of the Political Action Committee with State Board officers acting as the officers of the Political Action Committee. The Political Action Committee will have the responsibility of directing political activities for the NFA. The duties will include the endorsement of candidates, determination of contributions to candidates, monitoring of political action funds, and other activities directly related to political action.

The Political Action Committee shall appoint two Political Action Subcommittees; one for Southern Nevada and one for Northern Nevada. Each subcommittee is to be composed of an equal number of representatives from the relevant institution. (i.e., UNLV, NSC, and CSN in Southern Nevada and the remaining institutions in Northern Nevada). The members of the subcommittee shall be chosen by the Political Action Committee from among candidates proposed by each local chapter. The chairs of the subcommittees will be designated by the Political Action Committee.

The Political Action subcommittees will be responsible for raising and making recommendations for disbursing Political Action funds and for setting up procedures for endorsement of political activities according to the directions of the Political Action Committee.

Section D. Collective Bargaining Steering Committee.

The Collective Bargaining Steering Committee shall be composed of representatives from each institution involved in collective bargaining and representatives from the other institutions in the NFA. The members shall be chosen by the State NFA Board from among candidates proposed by each chapter. The majority of members on the Steering Committee shall be from institutions in the collective bargaining unit. In the event that there are two collective bargaining units, a Steering Committee shall be established for each unit. The State President or Designee shall be a member of the Steering Committee.

The responsibilities of the CB Steering Committee shall be to:

1. Select members of the Collective Bargaining Negotiating Team (negotiating Team) from recommendations made by the Executive Committees of those chapters in the collective bargaining unit.
2. Select the Chief Negotiator from recommendations made by the Executive Committees of those chapters in the collective bargaining unit. 8
3. The Steering Committee will have the authority, working in conjunction with the State NFA Board, to determine proposals and counter-proposals, tactics, and strategies arising in the collective bargaining process.

4. Each member of the Committee shall have one vote.

The Negotiating Team will represent the Steering Committee for all collective bargaining negotiations.

Section E. Lobbying Committee.

The Lobbying Committee shall have one member from each chapter, plus the NFA lobbyist(s), named by the State NFA Executive Committee. This committee shall be chaired by the Chief NFA lobbyist, and shall work on lobbying efforts, as directed by the State NFA Board. The State NFA Board may serve as the Lobbying Committee.

Section F. Committee A/Legal Defense Committee.

The NFA State NFA Board shall appoint a standing Committee A/Legal Defense Committee which shall be responsible for reviewing personnel matters for legal defense of NSHE faculty members, for developing procedures for handling such cases, and for making arrangements with attorneys to service NFA needs. The Committee shall have regional co-chairs as designated by the State NFA Board. Detailed policies governing Committee A and Legal Defense are available on the NFA web site.

Section G. Evaluation Committee.

The State NFA Board shall appoint a standing Evaluation Committee to develop job descriptions for employees and to do evaluations of them on at least a yearly basis. The Evaluation Committee will also recommend original compensation levels and any compensation increases for employees, as well as reimbursement policies which will pertain to NFA employees.

Section H. Standing and Ad Hoc.

The State NFA Board shall establish such other standing and ad hoc committees as it deems necessary and shall appoint their members.

Section I. Committee T.

The State NFA Board shall appoint a standing Committee T on Governance, to coordinate with the AAUP's national Committee T and with NFA chapters and NSHE Faculty Senates to promote shared governance and address governance problems .

Article VIII. Finances

Section A. Dues.

Dues of the State 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 State Treasurer shall be responsible for preparing an annual budget for consideration by the State NFA Board.

Section D. Local Chapter Dues.

Local chapters may establish additional dues or assessments, with the approval of the State NFA Board.

Section E. Reduced Dues.

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 of the AAUP.

Section F. Fiscal Year.

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

Section G. Auditing.

The financial records shall be audited by an external auditor every two years.

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 NFA.10 shall be the authority on all matters of procedure not otherwise covered in the Bylaws of the NFA.10

Article X. Amending Procedure

Amendments to the Bylaws may be proposed by a majority of the members of the State NFA Board or by a petition of 10% or more of the NFA membership. The Amendment must be submitted by ballot for a vote of the state-wide membership of NFA, and will be ratified by a two-thirds (2/3) majority of the ballots cast. The State NFA Board shall have the right to provide written comments on proposed amendments prior to the vote on ratification.

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 organization.

Article XII. Nominating Committee

The State NFA Board shall constitute a Nominating Committee for purposes of developing a list of candidates for state-wide office prior to biannual state-wide elections. All NFA members shall have the right and opportunity to nominate people for state-wide offices.

Article XIII. Ratification of these Bylaws

These bylaws shall initially take effect upon ratification by a two-thirds vote of those voting in a ballot sent to all NFA members statewide as of February 8, 2011 .