

Bylaws Bucks County Community College Federation of Teachers, Local 2238

Revised February 2017

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ARTICLE I Right of Appeal

Decisions of the Second Vice-President and/or of the Executive Committee affecting any member's grievance may be appealed to the Steering Committee, after the member has attempted reconciliation with the Second Vice-President and/or with the Executive Committee.

ARTICLE II The Conduct of Business

Section 1. Agenda for General Membership Meetings

The agenda for General Membership meetings of the Federation shall be:

- Call to Order
- Approval of Minutes
- Report of the President
- Report of the Treasurer
- Standing Committee Reports
- Ad Hoc Committee Reports
- Unfinished Business
- New Business
- Adjournment

Section 2. Petitioning Agenda Time

Ordinarily, no business may be considered at any General Membership meeting of the Federation without prior approval of the Steering Committee. Persons who desire time on the agenda must petition the steering Committee in writing for such time, in accordance with the form below:

- Name of Petitioner
- Item of Business Proposed
- Estimate of Time Required
- Signature of Petitioner

Section 3. Allocation of Agenda Time

Petitioned agenda time shall be allocated by the Steering Committee on the following basis: priority shall be given to business directly affecting the internal affairs of the Federation.

Section 4. Business from the Floor

New business may be introduced from the floor, provided all other business on the agenda has been concluded. When the Order of the Day prevents further consideration of new business, whatever items remain may be presented to the Chair immediately following adjournment for review by the Steering Committee.

Section 5 Time Limits

Any speaker from the floor shall be given a three minute time limit which may be extended by majority vote of the members present. A time keeper shall be appointed for each meeting.

Section 6. Notice of General Membership Meetings

Notice of General Membership meetings shall be given in writing to all members of the Federation at least one week in advance of the scheduled meeting time. Such notice shall include an exact copy of the agenda adopted by the Steering Committee for each meeting.

ARTICLE III Provision for Audit

An independent auditor shall be appointed by the Executive Committee of the Federation in the fall semester.

ARTICLE IV Amendments to the Bylaws

These Bylaws may be amended by a simple majority of all members of the Federation in good standing and voting decided by secret ballot over a four day period as established by the Steering Committee, provided previous written notice of the proposed amendments and rationale shall have been distributed to all members in good standing at least one week prior to the voting. Only ballots marked according to ballot instructions and deposited at the polling places designated by the Steering Committee shall be judged valid and counted.