

**RENTON FEDERATION OF TEACHERS, LOCAL 3914**  
**AFT/AFT Washington/AFL-CIO**  
**P.O. Box 2713 Highlands Station**  
**Renton, WA 98055**

**CONSTITUTION**

**ARTICLE 1**  
**NAME AND AFFILIATION**

- Section 1. This organization shall be known as Renton Federation of Teachers, Local No. 3914, and is an affiliate of American Federation of Teachers, AFL-CIO, AFT Washington, and Martin Luther King Jr. County Labor Council.
- Section 2. This organization shall be a sectional unit and adhere to the present and future policies and shall be entitled to representation to the Delegate Assembly and to the Executive Board of AFT Washington.

**ARTICLE 2**  
**OBJECTIVES**

- Section 1. The objectives of the Renton Federation of Teachers (hereinafter "RFT") shall be the following:
- a) Promote and advance the economic welfare and working conditions of its members through committee work, the collective bargaining process, and through participation in state and federal legislative activities, which advocate funding for education in technical colleges.
  - b) Promote and advance collegiality, solidarity, and the professionalism of its members by encouraging members to participate in RFT activities, learning communities, and in formal and informal professional development opportunities provided by RFT and/or Renton Technical College (hereinafter "RTC").
  - c) Represent all eligible faculty members in bargaining, grievances, and in all matters relating to wages, hours, and terms and conditions of employment with RTC.
  - d) Facilitate the establishment and maintenance of working conditions and professionalism that support student achievement.
  - e) Cultivate a work environment and learning community free of all forms of bias in education due to race, religion, ethnicity, creed, gender, age, life style, sexual orientation, and social, political or economic status.
  - f) Promote a mutually supportive relationship with the labor community at the local, state, and national levels.

**ARTICLE 3  
MEMBERSHIP**

- Section 1. Active membership in RFT shall be open to any full-time or part-time instructor, librarian, counselor, or occupational information specialist employed by Renton Technical College (RTC) for 1/6 of a full-time equivalent (.1667 FTE) or more.
- a) An active member must be registered with AFT Washington and AFT, AFL-CIO.
  - b) A full-time faculty member qualifies for active RFT membership on the first day of employment. A part-time faculty member qualifies for active RFT membership on the first day of employment when contracted to work 1/6 of a full-time equivalent or more (.1667 FTE). If a part-time faculty member is contracted for less than 1/6 of a full-time equivalent during any one academic quarter, he or she will be placed in inactive membership status.
  - c) All employees of Renton Technical College, Local 3914, who are not administrative, confidential and supervisory and non-supervisory educational employees employed in the College and non-certificated employees are eligible for membership in this organization.
- Section 2. Associate membership shall be open to any person interested in the welfare of the RFT, but shall not include voting privileges. Associate members:
- a) shall be subject to the approval of the Executive Board;
  - b) shall not be entitled to vote, hold office, or serve on committees;
  - c) shall be persons not eligible for full membership in any other AFT local affiliate.
- Section 3. The Executive Board shall establish guidelines for retiree membership, dues, and participation in the local in the form of a retiree chapter, in accordance with AFT guidelines.
- Section 4. The active membership shall:
- a) Elect the officers of the RFT.
  - b) Have the power to remove any officer of the RFT at any time.
  - c) Make recommendations to the Executive Board.
  - d) Have the power to overrule policy decisions of the Executive Board by a two-thirds (2/3) majority of a quorum.
  - e) Have the power to assess monies.
  - f) Approve the annual budget.
  - g) Establish ad hoc committees when needed.

Section 5. No person shall be denied membership nor shall this organization ever discriminate against individual members or applicants for membership on the basis of race, creed, sex, sexual orientation, disability, social, political, or economic status, or national origin.

**ARTICLE 4  
DUES**

Section 1. Dues are collected to pay for membership to RFT affiliates (AFT-CIO, AFT Washington, M. L. King County Labor Council) and to establish union programs, legal defense, money for negotiations, scholarships, and activities to carry out the mission and goals of RFT as stated in Article 2 of the Constitution.

Section 2. All faculty who teach for 1/6 of a full-time equivalent or more (.1667 FTE) by the College whether under contract or percentage of full-time are required to pay agency fees after 30 days from his or her initial employment hire date or return to work hire date.

Section 3. The membership year shall be September 1 to August 31 and annual dues shall be as provided in Article 2 of the Bylaws.

Section 4. An active member shall be considered in good standing if his or her dues are current. Part-time faculty on inactive status will not be required to pay dues and will not be represented by the Union during that time.

**ARTICLE 5  
ELECTION OF OFFICERS**

Section 1. Elections shall be conducted in accordance with the AFT Constitution and the standards set out by the Labor-Management Reporting and Disclosure Act (LMRDA).

Section 2. Officers shall be elected at the end of spring quarter of the even number years. Terms of office shall be two years. The members of RFT shall elect the following officers:

- a) President
- b) Vice President
- c) Vice President for Finance
- d) Vice President for Personnel
- e) Vice President for Communication
- f) Vice President for Political
- g) Vice President for Professional Rights and Responsibilities
- h) Vice President for Part-time Faculty

Section 3. To be eligible for office a person must be a member in good standing of the organization for a period of six months prior to the date of the election.

- Section 4. The Elections Committee shall conduct all general and special elections and referenda of the organization.
- a) The Elections Committee shall consist of three members in good standing appointed by the President with the approval of the Executive Board. The Elections Committee shall elect its chair.
  - b) Any member of the Elections Committee nominated for or seeking office must vacate their position and be replaced by a member nominated by the president and approved by the Executive Board.
- Section 5. Twenty (20) days prior to the date of the election, the Elections Committee shall notify all members of the opening of nominations for officers, the offices to be filled and of the date of the election by first class U.S. mail to the members' last known home address or by electronic mail to the members' school-affiliated and/or home electronic mail address.
- Section 6. The nomination of candidates for office shall be conducted as follows:
- a) To be nominated a candidate must submit to the Elections Committee a petition containing the signatures of ten (10) percent of the membership, or twelve (12) members, whichever is less. Said petitions must be submitted no later than fifteen (15) days following the notice of the opening of nominations.
  - b) Nominations may also be made from the floor at the membership meeting in May of even-numbered years or at a special meeting held fifteen (15) days prior to the election.
  - c) A member nominated to run for office must affirmatively accept his or her nomination.
  - d) The Election Committee shall determine whether the nominations were timely and if the nominees are eligible for office.
- Section 7. At least fifteen (15) days prior to the election, the Election Committee shall notify all members of the election date and the candidates for offices. If the nomination notice was sent first-class U.S. mail, this reminder about the election can be distributed by other means such as, member mailboxes, union bulletin boards, electronic newsletter, email and/or the local's website.
- Section 8. The Elections Committee shall conduct an election for officers at a special meeting called for at the end of spring quarter in even-numbered years. The vote shall be by secret ballot. The majority of the ballots cast shall determine the outcome of the election.
- Section 9. In the absence of a majority, the Elections Committee shall conduct a run-off election between the two candidates who have received the most votes for the office in question.
- Section 10. Challenges and objections to the election must be submitted in writing, with a statement of supporting reasons that includes specific facts as well as any documentation, to the Elections Committee within five (5) days of the count. The

Elections Committee shall issue its written opinion regarding the objections no later than ten (10) days after receipt of such objections.

- Section 11. The election results will be published and distributed to the membership within fifteen (15) days of the count. All elections materials, including the ballots, will be kept in a secure location for one (1) year.
- Section 12. The elected officers shall take office on the first day of fall quarter starting in even-numbered years.
- Section 13. With the exception of the President, or in case of a recall, the Executive Board will have the power to fill vacancies in its membership until the next general election of officers.
- Section 14. A petition signed by forty-five percent (45%) of the membership, and alleging constitutional violations, fiduciary breaches or acts clearly detrimental to the RFT, shall be sufficient to require the Executive Board to vote on whether to conduct a recall election of the officer identified in the petition. The officer subject to recall and any Executive Board member signing the petition shall not vote on the question of a recall election. If a majority of the Executive Board approves a recall election, the Elections Committee shall supervise the recall election.

**ARTICLE 6  
INFORMATION TO THE SECRETARY OF  
AFT WASHINGTON**

- Section 1. The RFT shall keep the secretaries of AFT and AFT Washington informed of the names, educational positions, and addresses of its members and officers in an annual statement to the secretary in September and of changes on a quarterly basis to be tabulated for delegates for the annual meeting of AFT Washington in May and annual meeting of the AFT.
- Section 2. An interim change among the officers of the RFT shall be reported to the secretaries of AFT and AFT Washington within thirty (30) days after such change.

**ARTICLE 7  
MEETINGS**

- Section 1. The RFT shall hold at least one general membership meeting annually. The President may call special meetings for purposes that shall be specified in the call.
- Section 2. The Executive Board of the RFT shall hold at least one meeting open to all members per month, excluding Christmas vacation, spring vacation, and the months of July and August. Additional meetings may be called by the President as needed.
- Section 3. A quorum of the active membership shall be twelve (12) persons. A quorum of the Executive Board shall be four (4) Vice Presidents, or in their absence, their Committee Members.

Section 4. The President shall call a special meeting upon receipt of a petition signed by a quorum of the active membership requesting a special meeting.

**ARTICLE 8  
ELECTED OFFICERS**

Section 1. The elected officers of the RFT shall consist of the President and seven (7) Vice Presidents. These eight (8) elected officers shall constitute the Executive Board. The President is a non-voting member except to be used as the majority vote. Officers of the RFT shall hold only one elected position concurrently.

Section 2. Officers shall be elected by a simple majority vote of the general membership for two-year terms.

Section 3. Officers may be removed from office at any time by a two-thirds (2/3) majority vote of a quorum of the Executive Board and a two-thirds (2/3) majority vote of a quorum of the general membership. The position shall at that time be filled by a majority vote of a quorum of the general membership.

Section 4. The elected officers and the committee chairpersons must be active members of AFT Washington, AFL-CIO.

Section 5. The duties of the elected officers shall be as provided in the Bylaws.

Section 6. The Executive Board shall:

- a) Consist of the eight elected officers and the Past President.
- b) Be the only policymaking body of the RFT.
- c) Establish the annual budget.
- d) Be responsible for the expenditures of the RFT.
- e) Make reports to and act upon the recommendations of the general membership and the President.
- f) Not have the authority to assess monies, but will make recommendations to the general membership.
- g) Adopt such internal rules as it may find expedient for the orderly conduct of business, provided that such do not controvert the provisions of the Constitution, Bylaws, and Standing Rules.
- h) Be available during formal negotiations to advise negotiators during caucuses.
- i) Make recommendations to the bargaining unit for the acceptance or rejection of negotiated contracts.
- j) With a majority of the members of the Executive Board, require the President to call a special meeting of the general membership as needed.
- k) Consider appointments to any vacant position on the Executive Board as per Article 8, Section 3.

- l) In the event that both the positions of President and Vice President become vacant, the Executive Board as a body (convened by any individual Executive Board member) will call a general membership meeting for the sole purpose of electing a President and Vice President.
- m) Take roll and enter such into the minutes of the Executive Board and make minutes of the open session available to the general membership.
- n) Ensure that regular Executive Board meetings are open to the general membership. A time shall be set aside to channel membership concerns to proper committees to be acted upon.
- o) In the event of personnel issues of a sensitive nature, meet in a closed session if needed.
- p) In the absence of a Vice President (Standing Committee Chair), it will fall automatically to the Committee Member to vote and make decisions.
- q) If a Vice President (Standing Committee Chair) is unable to fulfill his/her responsibility, the Executive Board will appoint an interim Vice President to serve until the next election.

Section 7. The Faculty Area Representative shall:

- a) Be selected by faculty in each building/area.
- b) Be the information liaison between the Executive Board and the members to distribute information from the Executive Board and/or bring member concerns to the Executive Board.

## **ARTICLE 9 STANDING COMMITTEES**

Section 1. The six (6) committees shall be chaired by Vice Presidents as outlined in Article 4 of the Bylaws.

Section 2. The standing committees shall be:

- a) Treasury
- b) Personnel
- c) Information and Communications
- d) Legislative and Technical Colleges (TC ) Council
- e) Professional Rights and Responsibilities
- f) Part-Time Faculty

## **ARTICLE 10 AD HOC COMMITTEES**

Section 1. Special ad hoc committees may be originated by either the Executive Board or the general membership.

Section 2. The originating body shall elect the chairperson. The chairperson shall:

- a) Appoint committee members and report to the Executive Board.
- b) Make reports to the originating body.

Section 3. Annual ad hoc committees shall be:

- a) Auditing Committee
- b) Nominating and Election Committee
- c) Constitution and Bylaws Revision Committee
- d) Negotiating Committee

**ARTICLE 11  
BYLAWS AND STANDING RULES**

Section 1. The Bylaws of the RFT shall contain all of the details necessary to amplify and carry out the provisions of the Constitution.

Section 2. Standing rules for the RFT shall be rules of procedure, which may vary from the general rules of parliamentary procedures or the adopted parliamentary authority.

**ARTICLE 12  
AMENDMENTS**

Section 1. The Constitution and Bylaws may be amended at any meeting of the general membership of the RFT by a two-thirds (2/3) majority vote of a quorum of active members, provided that written notice of the proposed amendment shall have been sent to the membership by the Executive Board no less than ten (10) days prior to the stated meeting. Any such proposal for constitutional or bylaws amendments shall be subject to modification in accordance with parliamentary procedure.

Section 2. The standing rules may be amended at any meeting of the general membership of the RFT by a simple majority vote of a quorum of active members provided that written notice of the proposed amendment shall have been sent to the membership by the Executive Board no less than ten (10) days prior to the stated meeting. Any such proposal for amendments shall be subject to modification in accordance with parliamentary procedure.

This Constitution was adopted by the membership on May 8, 2012.

RENTON FEDERATION OF TEACHERS

By: 

Rick Geist  
President

[Revised by the General Membership in January 2001, March 31, 2006,  
June 2010 and May 2012.]