

Constitution of the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel Association

Article I – Name

1. The Association shall be known as the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel, hereafter referred to as the Association (ACCCOSAP).
2. The Association shall be incorporated as a non-profit corporation under Title 15A: 2-8, New Jersey Domestic Nonprofit Corporation Act.
3. The Association shall apply for tax exempt status under Internal Revenue Code 501 c(5) and govern itself in a manner that will not jeopardize its tax exempt status.

Article II – Affiliation

The Atlantic Cape Community College Organization of Supervisory and Administrative Personnel Association shall be an affiliate of the Atlantic County Council of Educational Associations (ACCEA), the New Jersey Education Association (NJEA) and the National Education Association (NEA).

Article III – Purposes

The purposes of the Association are:

1. to represent its members and other employees who are legally represented so to legally negotiate terms and conditions of employment under the current laws of the State of New Jersey, to negotiate all matters of compensation, and to represent these employees with grievances with the Board of Trustees of Atlantic Cape Community College,
2. to preserve and protect the rights and privileges of Association members in all areas of academic freedom and justice,
3. to promote high standards of professional excellence in the growth and development of Atlantic Cape Community College,
4. to provide Atlantic Cape Community College students with the opportunity for a quality education,
5. to foster cooperation among the bargaining units within the college in order to make concerted action possible on matters of mutual concern,
6. to promote the social and economic welfare of members, and their families,
7. to establish cooperation between the members and the community, and
8. to form a representative body to speak with authority for the members.

Article IV – Membership

1. All full-time employees of Atlantic Cape Community College who shall be deemed eligible to negotiate terms and conditions of employment under the laws of the State of New Jersey shall be deemed eligible for membership in the Association and shall be eligible to vote, to hold office, and to serve on committees upon beginning payment of dues or upon joining the Association.
2. Membership shall be continuous until the member leaves employment, resigns from the Association, or fails to pay membership dues.
3. Members of the Association shall be active members in the Atlantic County Council of Education Associations, New Jersey Education Association and the National Education Association.
4. Rights of membership:
 - a. Every active member shall have equal rights and privileges within the organization to nominate candidates for office; to vote in elections or on referenda of the Association; to attend membership meetings; to participate in deliberations and voting upon the business of such meetings.
 - b. Every member shall have the right to meet and assemble fully with other members; to express any views, arguments or opinions; to express views at meetings upon candidates in an election of the Association or upon any business properly brought before the meeting.
 - c. No member shall be fined, suspended, expelled or otherwise disciplined except for non-payment of dues without being served with specific written charges and given a reasonable time in which to prepare a defense which may be asserted at a full and fair hearing.

Article V – Officers

1. The officers of the Association shall consist of a president, a vice president, a secretary, and a treasurer.
2. All officers of the Association must have held active membership in the Association during the year proceeding their term of office.
3. All officers of the Association must hold active membership in the Association during their elected term of office.
4. The officers shall serve a term corresponding to the years of the contract, and election shall be held upon signing of the contract. The election shall be held immediately following the conclusion of negotiations and of the contract.
5. Officers shall assume their duties following the Association meeting at which they are elected.
6. Officers of the Association shall serve their terms so long as they satisfactorily perform the duties of their office. Where an officer is guilty of misconduct, such officer may be removed for cause (shown after notice and a hearing) and by a majority vote of the members of the Association.

- a. Recommendation for recall can be made by the submission of a petition containing the signatures of 66% of the membership to the Executive Committee.
 - b. The Executive Committee shall notify in writing any officer who has been recommended for recall.
 - c. Any officer may appeal in writing to the Executive Committee.
 - d. The Executive Committee shall schedule hearings, whenever necessary, to review the recommendation of recall of an officer.
 - e. The report of those hearings shall be made available to the membership.
 - f. A general membership meeting shall be called two weeks after the issuance of the report.
 - g. Such recall shall be determined by a majority vote of the membership in attendance at said meeting.
7. Nothing in this Article shall be construed as precluding officers from succeeding themselves in office, if duly elected.
 8. In the event of vacancy in the office of the President, the Vice President shall become President and serve until the next election.

Article VI – Executive Committee

The Executive Committee shall consist of:

- a. the officers of the Association
- b. the immediate Past President
- c. the chairperson of the grievance committee.

Article VII – Amendments

Amendments to the Constitution may be proposed for consideration by the following procedure:

1. By a majority of the officers of the Association, or
2. By a petition signed by no fewer than 10% of members of the Association.

All proposed Amendments shall be put in writing and mailed to all active members at least one week prior to the meeting at which a vote shall be taken. A three-fourths (3/4) vote of those present and voting, should a quorum exist, shall be necessary for adoption.

Approved 2/1/12