

**Bylaws of the
Lecturers & Educators Congress**

New Jersey Institute of Technology
Draft 3.1

ARTICLE I - CONGRESS MEETINGS

Section 1- Regular Meetings

The Lecturers & Educators Congress (LEC) shall meet regularly, but not less than twice every semester and it, its Executive Committee or its other Committees will meet as often as it deems necessary. All meetings will be open to the entire University community.

Section 2- Parliamentary Authority and General Terms

All meetings of this LEC and any of the Committees thereof shall be conducted under the rules of procedure laid out by the most recent edition of Roberts' Rules of Order Newly Revised, which will be the parliamentary authority hereof subject to revisions made for specific meetings or purposes under these Bylaws. A Quorum to conduct business at any meeting of the LEC or any Committee thereof will be one more than one half of the voting members thereof.

Section 3 – Presiding Officer(s)

The Presiding Officer of LEC meetings shall be the President. In the President's absence, the Vice President shall preside. In their absence, the Executive Secretary shall preside. The Presiding Officer shall not vote except in the case of a tie vote.

Section 4 - Agendas

One week prior to regularly scheduled meetings of the LEC, the Executive Committee shall distribute to all Members an Agenda of items to be discussed and/or voted upon including scheduled Committee reports. This Agenda may be suspended or revised by

majority vote of the members of the Congress in attendance at any meeting. The Executive Committee shall always make time on the full Senate Agenda should a representative of the Faculty Senate wish to convey a concern or question from that Senate on order to keep lines of communication between the Senate and the Congress open in their shared concerns.

Section 5- Minutes

The LEC shall publish minutes of its deliberations. The minutes will be kept by the Secretary of the LEC and will record votes taken and Decisions made, and will be distributed to the University community in electronic form, and in any other outlets it deems effective including but not limited to the student newspaper, The Vector, or any successor thereto.

ARTICLE II - ELECTION TO THE LECTURERS & EDUCATORS CONGRESS

Section 1- Elections

Voting Members representing and elected from NTTEs (as defined in the Constitution) in academic unit elections, will be elected to staggered terms of three years each so that no more than five Members will be elected each year. In the event the LEC has not established an Elections Committee, the Executive Committee will supervise and run the election each spring as specified in the Constitution.

Section 2- Staggered Terms

In order to stagger the terms of LEC Members, the first election for Members of the LEC under the new Constitution and these Bylaws will elect five members to three year terms (one from each academic unit plus one adjunct pool representative), five members to two year terms and five members to one year terms.

Section 3 – Term Length and Re-election

All of the Member seats elected under this Article II, Section 2 will be elected for three-year terms following the expiration of these initial terms. Members may be reelected.

ARTICLE III - LECTURERS & EDUCATORS CONGRESS COMMITTEES

Section 1- Standing Committees

Standing committees shall report to the LEC regularly but not less than once in any Semester.

Section 2- Election and Other Committee

At the last scheduled meeting of the LEC in the Fall Semester an Election Committee of not less than three Members of the LEC will be nominated and elected to begin the necessary preparation and publicity for the spring elections.

Section 3- Other Committees

Other Committees established by the LEC from time to time for work during the annual term of the LEC shall report back to the LEC not less than once a Semester and shall keep the Executive Committee apprised of their progress monthly. Other Committees added under this Section will be for the duration of not more than two Semesters but may be re-appointed at the discretion of the LEC.

ARTICLE IV - REVIEW OF LECTURERS & EDUCATORS CONGRESS DECISIONS BY THE UNIVERSITY SENATE or FACULTY SENATE

Section 1- Decisions to be forwarded to the University Senate or Faculty Senate (or Faculty Council) for Action

When the LEC makes a decision in areas where it has jurisdiction to recommend action or policy to one of the two Senates under the Shared Government Plan (the Faculty Senate/Council or the University Senate), such decision will be forwarded to the appropriate Senate within a fifteen (15) day period. During the thirty (30) day period following the transmittal of the Decision by the Executive Committee, the LEC will have the right to expect one of the following actions:

- a. The Senate, within the scope of its authority, may approve the decision in which case, if within their authority, it will take full force and effect, or forward it to the appropriate higher authority for review and approval. The Senate shall keep the LEC informed of the progress of any decision so referred onward.
- b. The Senate may, for written reasons, return the decision to the LEC immediately for reconsideration, with or without proposed modifications.
- c. The Senate may veto the decision for written reasons.

Section 2- Potential Summer Delay

The Executive Committee or the Senate at their discretion and on written notice to those passing a decision or written reasons relating thereto to them may postpone consideration of actions under this Article during the summer months.

ARTICLE V - ADOPTION AND AMENDMENTS TO THESE BYLAWS OF THE LECTURERS & EDUCATORS CONGRESS

Section 1- Adoption

This Bylaws of the LEC will be adopted and take full force and effect upon (1) approval by two-thirds of the eligible NTTEs voting at a general meeting called in one month's notice to all

NTTEs or approval by two-thirds of votes cast via an electronic polling of the eligible NTTEs with a response window of at least 10 days, provided that approval and ratification shall take place no later than the first day of September 2013, and (2) approval by the President of the University and Board of Trustees.

Section 2 - Amendment

A majority of the full membership of the LEC may amend the Bylaws thereof provided that any such amendment not be voted upon until one regularly scheduled meeting after the meeting at which it is introduced and published to the full LEC membership, and such amendment will not take full force and effect until approved by the Board of Trustees.

Section 3 – Suspending the Rules for a Single Meeting

Notwithstanding the above, a majority vote of members present at a meeting for which a valid quorum has been established will be sufficient to suspend the rules regarding the specific agenda or conduct of that meeting.