



*Society of Professional Engineering
Employees in Aerospace
IFPTE Local 2001
AFL-CIO, CLC*

Northwest By-Laws

March 21, 2012

Certified by: */s/ Theryl A. Johnson*
Northwest Governing Documents Committee Chairman

Accepted by: */s/ Rebekah Hewitt*
Northwest Council Secretary

TABLE OF CONTENTS

PREAMBLE 1

1. INTRODUCTION 1

 1.1. Separability 1

 1.2. Legal Integrity of SPEEA 1

2. GENERAL 1

 2.1. Composition of SPEEA 1

 2.1.1. Addition of Bargaining Units 1

 2.1.2. Regions 1

 2.2. Affiliation, Merger and Association 1

 2.2.1. Affiliation 1

 2.2.2. Merger 1

 2.2.3. Association 1

 2.2.3.1. Labor Councils 1

 2.2.4. IFPTE Affiliation 1

 2.2.4.1. Governing Documents Precedence 1

 2.2.4.2. IFPTE Delegates 1

 2.2.4.3. IFPTE Vice Presidents 2

 2.3. Requirements for Holding Office 2

 2.3.1. Membership 2

 2.3.2. Requirements 2

 2.3.3. Training 2

 2.3.4. Bonding 2

 2.4. Reimbursement 2

 2.5. Honorariums 2

3. MEMBERSHIP 2

 3.1. Membership Requirements 2

 3.1.1. Regular Membership 2

 3.1.2. Associate Membership 2

 3.1.3. Reciprocal Membership 2

 3.2. Membership Meetings 2

 3.2.1. Regular Membership Meetings 3

 3.2.2. Informational, Educational, Social Meetings 3

 3.3. Dues 3

 3.3.1. Regular Members 3

 3.3.2. Associate Members 3

 3.3.3. Delinquency of Dues 3

 3.4. Rights 3

 3.4.1. Membership Vote 3

 3.4.2. Nomination and Election of Representatives 3

 3.4.3. Nomination and Election of Regional Vice Presidents 3

 3.4.4. Membership Identification 3

4. BARGAINING UNIT	3
4.1. Composition	3
4.2. Meetings	3
4.2.1. Bargaining Unit Membership Meeting Quorum	3
4.2.2. Notice and Agenda	3
4.2.3. Allowable Business	4
4.3. Rights	4
4.4. Area Representatives	4
5. BARGAINING UNIT COUNCIL	4
5.1. Composition	4
5.1.1. Council Representatives	4
5.1.1.1. Delegated Responsibilities	4
5.1.1.2. Council Representative Responsibilities.....	4
5.1.1.3. Alternate Council Representative	4
5.1.1.4. Area Representatives.....	4
5.1.1.5. District Residency.....	4
5.1.2. Districts	4
5.2. Meetings	4
5.2.1. Quorum	4
5.2.2. Notice and Agenda	4
5.2.3. Allowable Business	4
5.3. Election	4
5.3.1. Terms of Office	4
5.3.2. Nomination	4
5.3.3. Election Balloting	5
5.3.4. Recall and Replacement	5
5.4. Rights and Duties	5
5.4.1. Bargaining Unit Council Responsibilities.....	5
5.4.2. Executive Board Actions.....	5
5.4.3. Bargaining Unit Council Procedures.....	5
6. REGIONAL COUNCIL	5
6.1. Composition	5
6.2. Regional Council Officers	6
6.2.1. Regional Council Chairman	6
6.2.2. Regional Council Treasurer	6
6.2.3. Regional Council Secretary	6
6.2.4. Additional Officers	6
6.3. Meetings	6
6.3.1. Initial	6
6.3.2. Frequency	6
6.3.3. Quorum	6
6.3.4. Notice and Agenda	6
6.3.5. Allowable Business	7
6.4. Rights and Duties	7
6.4.1. Regional Council Responsibilities	7
6.4.2. Executive Board Actions	7
6.4.3. Signatories and Bonding	7
6.4.4. Regional By-Laws	7
6.4.5. Regional Policy	7
6.4.6. Regional Council Committees	7
6.4.7. Recall and Replacement of Regional Council Officers	7
6.5. Committees	7
6.6. Site Assemblies	7
6.6.1. Site Assembly Officers	7

7. SPEEA COUNCIL	7
7.1. Composition	7
7.2. SPEEA Council Officers	7
7.2.1. SPEEA Council Chairman	8
7.2.2. SPEEA Council Treasurer	8
7.2.3. SPEEA Council Secretary	8
7.2.4. Election	8
7.3. Meetings	8
7.3.1. Convention	8
7.3.1.1. Frequency	8
7.3.1.2. Quorum	8
7.3.1.3. Notice and Agenda	8
7.3.1.4. Allowable Business	8
7.3.1.5. Voting	8
7.3.2. SPEEA Council Meetings	8
7.3.2.1. Frequency	8
7.3.2.2. Quorum	8
7.3.2.3. Notice and Agenda	8
7.3.2.4. Allowable Business	8
7.3.2.5. Voting	8
7.4. Rights and Duties	8
7.4.1. Responsibilities	8
7.4.2. Executive Board Actions	8
7.4.3. Signatories and Bonding	9
7.4.4. SPEEA By-Laws	9
7.4.5. SPEEA Policy	9
7.4.6. Council Committees	9
7.4.7. Recall and Replacement of Council Officers	9
7.5. Committees	9
8. EXECUTIVE BOARD	10
8.1. Composition	10
8.2. Duties and Responsibilities	10
8.2.1. President	10
8.2.2. Treasurer	10
8.2.3. Secretary	10
8.2.4. Regional Vice Presidents	10
8.3. Executive Board Meetings	10
8.3.1. Frequency	10
8.3.2. Quorum	10
8.4. Elections	10
8.4.1. President, Treasurer, Secretary	10
8.4.1.1. Term of Office	10
8.4.1.2. Nominations	10
8.4.1.3. Election Balloting	10
8.4.1.4. Recall and Replacement	10
8.4.2. Regional Vice Presidents	10
8.4.2.1. Term of Office	10
8.4.2.2. Nominations	10
8.4.2.3. Election Balloting	10
8.4.2.4. Recall and Replacement	10

8.5. Rights and Duties	10
8.5.1. Responsibilities	10
8.5.2. SPEEA Budget	10
8.5.3. SPEEA Staff	10
8.5.4. Committees	10
8.5.5. Signatories and Bonding	10
8.5.6. Documents and Publications	10
8.5.7. Collective Bargaining Enforcement	11
9. TELLERS	11
9.1. Regional Tellers	11
9.1.1. Composition	11
9.1.2. Meetings	11
9.1.3. Elections	11
9.1.4. Recall and Replacement	11
9.1.5. Rights and Duties	11
9.1.5.1. Charges	11
9.1.5.2. Records	11
9.1.5.3. Districting	11
9.2. SPEEA Tellers	11
9.2.1. Composition	11
9.2.2. Meetings	12
9.2.3. Elections	12
9.2.4. Recall and Replacement	12
9.2.5. Rights and Duties	12
9.2.5.1. Charges	12
9.2.5.2. Records	12
9.2.5.3. Audit	12
10. JUDICIAL REVIEW	12
10.1. Composition	12
10.1.1. Meetings	12
10.1.2. Elections	12
10.1.3. Recall/Replacement	12
10.2. Rights and Duties	12
10.2.1. Constitution and By-Laws Interpretation	12
10.2.2. Hearing of Appeals	12
10.2.3. Records	12
11. NEGOTIATIONS	12
11.1. Negotiation Team	12
11.2. Selection of Negotiators	12
11.3. Negotiation Team Rights and Obligations	12
11.4. Ratification of Collective Bargaining Agreements	13
11.5. Strike Authorization Vote.....	13
11.6. Amendments to Collective Bargaining Agreements.....	13
12. ELECTION	13
12.1. Procedure	13
12.2. Challenges and Appeals	13

13. CHARGES	13
13.1. Charges	13
13.2. Hearing Boards.....	13
13.3. Disciplinary Action	13
13.4. Appeals.....	13
14. REFERENDUMS AND CONSTITUTIONAL AMENDMENTS	13
14.1. Methods	13
14.2. Processing	13
14.3. Affiliation Referendums from the Membership	13
15. BY-LAWS	13
15.1. Existence	13
15.2. Amendment Procedures	14
15.2.1. Methods	14
15.2.2. Processing	14
16. POLICY	14
16.1. Existence	14

PREAMBLE

The Constitution of the Society of Professional Engineering Employees in Aerospace, hereinafter referred to as SPEEA, in conjunction with the SPEEA By-Laws and SPEEA Policy, shall be the Governing Documents of SPEEA. In addition, the Northwest Regional By-Laws and the Northwest Regional Policy are the Governing Documents of the Northwest Region. In the event of a conflict, the precedence of governances is defined in the SPEEA Constitution. Governances for a Bargaining Unit shall not conflict with the Northwest Regional Governing Documents.

1. INTRODUCTION

The Northwest Regional Council shall maintain the Northwest Regional By-Laws consistent with the SPEEA Constitution and SPEEA By-Laws. Sections and paragraphs in the SPEEA Constitution describe the responsibilities and rights of the various bodies of SPEEA (Membership, Executive Board, Council, etc). The sections and paragraphs in the Northwest Regional By-Laws describe the methods of implementing these rights and responsibilities granted under the SPEEA Constitution and SPEEA By-Laws.

1.1. Separability

Should any section, part thereof, or any provision in these Northwest Regional By-Laws become invalid by reason of existing law, subsequently enacted legislation, decree of any court of competent jurisdiction, or any regulation of any government agency with proper jurisdiction, the remaining sections, parts and provisions of these By-Laws shall remain in full force and effect.

1.2. Legal Integrity of SPEEA

The legal integrity of SPEEA is defined in the SPEEA Constitution.

2. GENERAL

2.1. Composition of SPEEA

2.1.1. Addition of Bargaining Units

The addition of Bargaining Units is defined in the SPEEA Constitution and SPEEA By-Laws.

2.1.2. Regions

Regions are defined in the SPEEA Constitution. The Northwest Region is defined in the SPEEA By-Laws.

2.2. Affiliation, Merger and Association

2.2.1. Affiliation

Affiliations are defined in the SPEEA Constitution and SPEEA By-Laws.

2.2.2. Merger

Mergers are defined in the SPEEA Constitution and SPEEA By-Laws.

2.2.3. Association

Associations approved by the Northwest Regional Council shall be incorporated into the Northwest Policy Manual.

2.2.3.1 Labor Councils

The Northwest Regional Council shall determine any associations with local Labor Councils and additional requirements will be defined in the Northwest Regional Policy. The Northwest Council shall budget and fund future years.

2.2.4. IFPTE Affiliation

The Affiliation with the International Federation of Professional and Technical Engineers ("IFPTE") is defined in the SPEEA Constitution and in the affiliation agreement between SPEEA and IFPTE.

SPEEA staff members from the Northwest Region that meet the requirements of SPEEA By-Laws 2.2.4.2 are eligible to be selected by the Northwest Membership as an IFPTE Delegate. SPEEA staff members from the Northwest Region that meet the requirements of SPEEA By-Laws 2.2.4.3 are eligible to be selected by the Northwest Membership as an IFPTE Area Vice President.

2.2.4.1. Governing Documents Precedence

The precedence of the Governing Documents is defined in the SPEEA Constitution.

2.2.4.2. IFPTE Delegates

A nomination for an IFPTE delegate position shall be accomplished by filing a petition with the Northwest Regional Tellers Committee. The petition shall be endorsed by a minimum of twenty (20) Northwest Region Regular SPEEA Members in good standing. A candidate must be a Regular Member in good standing of the Northwest Region.

Nomination requirements and deadlines shall be announced in at least two (2) issues of the official publications of SPEEA. The Northwest Region Regular Members will elect by secret ballot from among the candidates. The delegates shall be elected on a separate ballot or ballot section from any ballot used for any other purpose.

2.2.4.3. IFPTE Vice Presidents

The Northwest Regional Council may provide additional responsibilities, which shall be incorporated into Northwest Regional Policy.

2.3. Requirements for Holding Office

2.3.1. Membership

The membership requirements for holding office are defined in the SPEEA Constitution.

2.3.2. Requirements

Requirements are defined in the SPEEA Constitution and the SPEEA By-Laws.

2.3.3. Training

The training requirements are defined in the SPEEA Constitution and SPEEA By-Laws and additional requirements will be defined in the SPEEA Policy and Northwest Regional Policy.

2.3.4. Bonding

The bonding requirements for officers and agents are defined in the SPEEA Constitution.

2.4. Reimbursement

Reimbursement is defined in the SPEEA Constitution and SPEEA By-Laws.

2.5. Honorariums

Honorariums are defined in the SPEEA Constitution and SPEEA By-Laws.

3. MEMBERSHIP

3.1. Membership Requirements

3.1.1. Regular Membership

Regular Membership, entitlements of membership and dues of membership are defined in the SPEEA Constitution and SPEEA By-Laws.

3.1.2. Associate Membership

Associate Membership, entitlements of membership and dues of membership are defined in the SPEEA Constitution and SPEEA By-Laws.

3.1.3. Special Membership

Special Membership, entitlements of membership and dues of membership are defined in the SPEEA Constitution and SPEEA By-Laws.

3.1.4. Retiree Membership

Retiree Membership and entitlements of membership are defined in the SPEEA Constitution and SPEEA By-Laws.

3.1.5. Reciprocal Membership

Reciprocal Membership and entitlements of membership are defined in the SPEEA Constitution, SPEEA By-Laws and SPEEA Policy.

3.1.6. Membership Identification

Membership identification is defined in the SPEEA Constitution and SPEEA By-Laws.

3.2. Membership Meetings

Membership meetings are defined in the SPEEA Constitution.

3.2.1. Regular Membership Meetings

Quorum requirements for regular membership meetings shall be a minimum of forty percent.

3.2.2. Informational, Educational, Social Meetings

Informational, Educational, and Social meetings are defined in the SPEEA Constitution and SPEEA By-Laws.

3.3. Dues

Dues are defined in the SPEEA Constitution and SPEEA By-Laws.

3.3.1. Regular Members

The dues for Regular Members are defined in the SPEEA Constitution.

3.3.2. Associate Members

The dues for Associate Members are defined in the SPEEA Constitution.

3.3.3. Special Members

The dues for Special Members are defined in the SPEEA Constitution.

3.3.4. Retiree Members

The dues for Retiree Members are defined in the SPEEA By-Laws.

3.3.5. Delinquency of Dues

Delinquencies in dues are addressed in the SPEEA Constitution. All hardship case applicants shall be reviewed by the Northwest Region Vice President and reported to the Executive Board for consideration.

3.4. Rights

The rights of the Regular Membership are addressed in the SPEEA Constitution.

3.4.1. Membership Vote

Regular Members of the Northwest Region in good standing may vote on issues that affect the regional membership including Council Representatives and Regional Vice President elections.

3.4.2. Nomination and Election of Representatives

Nomination and Election of Representatives are defined in SPEEA Constitution and SPEEA By-Laws.

3.4.3. Nomination and Election of Regional Vice Presidents

A Northwest Regional Vice President must meet the requirements for holding office as specified in SPEEA Constitution Section 2.3.

4. BARGAINING UNIT

4.1. Composition

The composition of a Bargaining Unit is defined in the SPEEA Constitution and is documented in SPEEA Policy.

4.2. Meetings

Meetings of the regular membership of a bargaining unit are defined in SPEEA Constitution and SPEEA By-Laws.

4.2.1. Bargaining Unit Membership Meeting Quorum

The Northwest Region Bargaining Unit Membership meeting quorum shall be a minimum of forty percent.

4.2.2. Notice and Agenda

All Bargaining Unit Regular Members shall be given a minimum of 5 days notice of Bargaining Unit Meetings. Meeting notification requirements of the Northwest Regional By-Laws shall apply, unless specifically waived by the Bargaining Unit Council, by 2/3 of those voting. The distribution process of notification to members will be defined by the Bargaining Unit Council. If e-mail is not a practical distribution process, then mailing of the notification will be used. Advanced notice of Bargaining Unit Meetings and a meeting agenda listing the business to be conducted shall be prepared by the Bargaining Unit Officers. When a Bargaining Unit Council calls a Bargaining Unit Meeting, items designated by that Bargaining Unit Council shall be included in the agenda. Items of business that are in conflict with the Constitution or government statute shall be ruled invalid by the Bargaining Unit Council Officers. Space permitting, attendance at Bargaining Unit Meetings shall be open to Regular SPEEA Members of all Bargaining Units, but members of the Bargain-

ing Unit holding the meeting may be segregated from non-members for purposes of vote determination.

4.2.3. Allowable Business

Any business pertaining solely to a Bargaining Unit may be conducted at a regular membership meeting at which a quorum is present and the item to be addressed is on the meeting agenda, unless it is specifically prohibited or reserved for another governing body by the SPEEA Constitution or SPEEA By-Laws. Items not on the agenda may be addressed, but no decision can be taken except to direct a referendum vote of the full bargaining unit membership.

4.3. Rights

The exclusive rights of Bargaining Units are defined in the SPEEA Constitution.

4.4. Area Representatives

Requirements to initiate a request for removal of an Area Representative will be defined in Northwest Regional Policy. Other requirements for Area Representatives are defined in the SPEEA Constitution and SPEEA By-Laws Section 5.1.1.4.

5. BARGAINING UNIT COUNCIL

5.1. Composition

The composition of a Bargaining Unit Council is defined in the SPEEA Constitution.

5.1.1. Council Representatives

The procedure for the recall of a Council Representative is addressed in the SPEEA Constitution, Section 5.3.4.

5.1.1.1. Alternate Council Representative

Each Council Representative shall designate by name, one of the Area Representatives in that Council district as an Alternate Council Representative, and file the designation with the Council Secretary. The Council Representative may withdraw such designation at any time.

5.1.2. Districts

The requirements for districts are defined in the SPEEA Constitution, Section 9.1.5.3.

5.2. Meetings

Northwest Regional Bargaining Unit Council Meetings are defined in the Northwest Regional Policy.

5.2.1. Quorum

The quorum for a Bargaining Unit Council meeting is defined in the SPEEA Constitution.

5.2.2. Notice and Agenda

All Bargaining Unit Council Representatives and their Alternates shall be given a minimum of 5 days notice of Bargaining Unit Council Meetings. The agenda shall be prepared by the Bargaining Unit Officers and shall consist of at least the following items; Start Time, Good of the Union, Business of the Council, Officers' Announcements, Committee Reports pertaining to that Bargaining Unit, Unfinished Business, Pre-submitted New Business, New Business, and Adjournment. The agenda shall include all business pre-submitted by a member of the Bargaining Unit Council or a Bargaining Unit Council Committee. Items of business that are in conflict with the Constitution or government statute shall be ruled invalid by the Bargaining Unit Council Officers. Space permitting, attendance at Bargaining Unit Council Meetings shall be open to Regular SPEEA Members of all Bargaining Units, but members of the Bargaining Unit Council may be segregated from non-members for purposes of vote determination.

5.2.3. Allowable Business

Only business pertaining solely to a single Bargaining Unit may be conducted at Bargaining Unit Council meetings. The Council Chairman or designee shall decide whether an item of business pertains to a single Bargaining Unit, with such decision being subject to overturn by the Northwest Regional Council or the SPEEA Council. If an item is ruled not unique to that Bargaining Unit, the Bargaining Unit Council may only make recommendations to the responsible Council.

5.3. Election

5.3.1. Terms of Office

Terms of Office are defined in the SPEEA Constitution and SPEEA By-Laws.

5.3.2. Nomination

Any regular member of the Northwest Region, with continuous membership during the 12 months prior, may file a petition for a Council Representative position with the Northwest Regional Tellers Committee on or before the last Wednesday in March of odd-numbered years. The petition shall include the endorsements of a minimum of fifteen regular members in the council district and the petition must include the signature of the nominee signifying the nominee's consent. The Northwest Regional Tellers shall validate the petition signatures for membership and district location. The Northwest Regional Tellers may determine the number of endorsements of regular members required in small membership districts.

Vacant positions shall be advertised to members of the district by the Northwest Tellers Committee as open for nomination. Members elected to these positions would serve only for the remainder of the original term. ... Petitions may only be filed for a vacant position advertised in the council district and shall be received by 12:00 noon, two days before the next regular Northwest Council Meeting.

5.3.3. Election Balloting

Where the number of nominees exceeds the number of representative positions in a district, the election shall be by secret ballot of the regular members in that district. Ballots shall be mailed to the members on the second Wednesday of April.

Council Representative election ballots shall be counted on the fourth Wednesday of April. Only properly validated ballots received before 12:00 noon shall be counted.

Upon completion of ballot counting, the Northwest Regional Tellers Committee shall certify as elected all Council Representatives who were elected or nominated unopposed, and these Council Representatives shall take office as described in Section 5.3.1 of the SPEEA Constitution.

5.3.4. Recall and Replacement

The recall of a Council Representative is defined in the SPEEA Constitution. There is no deadline for filing a recall petition. The person being recalled shall remain a Council Representative until the Regional Teller Committee declares the position vacant. The Regional Teller Committee shall declare a position vacant by notification of members in the district of the vacancy. A petition for a vacant position shall meet the requirements of the Northwest By-Laws 5.3.2.

5.4. Rights and Duties

The Bargaining Unit Council shall have the same rights and duties as the Northwest Regional Council, except such rights and duties shall be limited to matters pertaining solely to that specific Bargaining Unit, and the members thereof.

5.4.1. Bargaining Unit Council Responsibilities

The Bargaining Unit Council responsibilities are defined in the SPEEA Constitution.

5.4.2. Executive Board Actions

The review of Executive Board actions is defined in the SPEEA Constitution.

5.4.3. Bargaining Unit Council Procedures

Bargaining Unit Council Procedures are defined in the SPEEA Constitution.

6. REGIONAL COUNCIL

6.1. Composition

The composition of the Regional Council is defined in the SPEEA Constitution.

6.2. Regional Council Officers

Regional Council Officers are defined in the SPEEA Constitution and SPEEA By-Laws. An elected Officer may not hold the same office for more than two consecutive terms.

6.2.1. Regional Council Chairman

The Regional Council Chairman is defined in the SPEEA Constitution and SPEEA By-Laws. Additional duties may be defined in Policy.

6.2.2. Regional Council Treasurer

The Regional Council Treasurer is defined in the SPEEA Constitution and SPEEA By-Laws. Additional duties may be defined in Policy.

6.2.3. Regional Council Secretary

The Regional Council Secretary is defined in the SPEEA Constitution and SPEEA By-Laws. Additional duties may be defined in Policy.

6.2.4. Additional Officers

Additional Officers, if any, will be elected by the Regional Council. The Regional Council will approve the term and duties of any additional officers in Regional Policy.

6.3. Meetings

The Council Officers may elect to hold a single meeting with members in attendance, hold a simultaneous meeting at multiple locations, or may elect to collect individually-cast votes. The Council Officers are responsible for collating the votes and declaring the results. The rules contained in "Robert's Rules of Order - Newly Revised" shall govern the Northwest Council in all cases for which they are applicable, and in which they are not inconsistent with the SPEEA Constitution, the SPEEA By-Laws, and the Northwest By-Laws except that the Chairman may elect to defer a call for the question if there has been no opportunity for three speakers on each side of the question. In exercising this option, the Chairman may limit the time for each speaker and may recognize only those desiring to speak on the side which has not had three speakers. If the option to defer has been exercised, such option shall expire automatically when each side has had three speakers and the deferred call for the question shall be put to a vote and shall require 2/3 vote for passage.

6.3.1. Initial

The Northwest Regional Tellers in odd-numbered years will convene the regular May meeting of the Northwest Regional Council. The first order of business will be the election of a Northwest Regional Council Chairman, and thereupon the Tellers shall relinquish the Chair to the newly elected Chairman. The Chairman will then conduct an election for the remaining officers. When there are two or more candidates for an office, the election shall be by secret ballot and require a majority of votes cast. The outgoing Council Officers shall hold their position until replaced and shall be responsible for preparing the agenda and the arrangements for the meeting.

6.3.2. Frequency

Northwest Regional Council meeting frequency shall be defined in Northwest Regional Policy. A special meeting shall be convened upon written demand of any fifteen Northwest Regional Council members or twenty percent of the Northwest Regional Council, whichever is less, which shall include the name of the Council Member, district or position in SPEEA and provide or refer to the special business to be addressed. Written demand may be e-mailed, faxed, or hand delivered. E-mail from non-trusted domains shall be verified with the Council Member. The Northwest Region Council Officers may determine to substitute a Bargaining Unit Council Meeting for a Regional Council Meeting; the Agenda and any advance notice of the meeting shall clearly state the substitution.

6.3.3. Quorum

The quorum requirement is a simple majority of the members of the Regional Council who have a vote.

6.3.4. Notice and Agenda

All Northwest Regional Council Representatives shall be given a minimum of 5 days notice of regular scheduled Northwest Regional Council Meetings. Advanced notice of the Northwest Regional Council meetings and a meeting agenda listing the business to be conducted shall be prepared by the Northwest Regional Officers. The agenda or order of business includes business pre-submitted by a member of the Northwest Regional Council or a Northwest Regional Council Committee. Items of business that are in conflict with the Constitution or government statute shall be ruled invalid by the Northwest Regional Council Officers. Space permitting, attendance at Northwest Regional Council Meetings shall be open to Regular SPEEA Members of all Regions, but members of the Northwest Regional Council may be segregated from non-members for purposes of vote determination. The only exception to this paragraph is Section 6.2 of the SPEEA Constitution and Section 6.3.1 of the SPEEA By-Laws which mandate the first order of business for the initial council meeting.

6.3.5. Allowable Business

Only business pertaining solely to the region may be conducted at Northwest Regional Council meetings. The Northwest Regional Council Chairman or designee shall decide whether an item of business pertains to the Northwest Region, with such decision being subject to overturn by the SPEEA Council. If an item is ruled not unique to the Northwest Region, the Northwest Regional Council may only make recommendations to the responsible Council.

6.4. Rights and Duties

The Northwest Regional Council shall have the exclusive rights and duties including, but not limited to, those described in Section 6.4 of the SPEEA Governing Documents and the Northwest Governing Documents, except as defined elsewhere within the Constitution, and subject only to the will of the Northwest Regional Membership. The purpose of the Regional

Council shall be to act upon matters exclusive to the specific Region represented.

The Regional Council Officers shall ensure that Council Members are compliant with the training requirements.

6.4.1. Regional Council Responsibilities

Additional responsibilities for Council Members are documented in the Northwest and SPEEA Policy.

6.4.2. Executive Board Actions

On any vote by the Northwest Council to overturn previous Board action, Executive Board members shall be excluded from the vote and the quorum requirements for the vote.

The annual budget of SPEEA, as a whole, is subject to SPEEA Council overturn. The Northwest Regional Council may overturn specific items unique to the Northwest Region within that budget with a 2/3-majority vote of the Council.

6.4.3. Signatories and Bonding

Signatures and bonding are defined in the SPEEA Constitution and By-Laws. Additional officers will not have signature authority unless specifically authorized by the Northwest Regional Council, as per Section 6.2.4 of these Northwest By-Laws.

6.4.4. Regional By-Laws

Determination of the Northwest Regional By-Laws is defined in the SPEEA Constitution and SPEEA By-Laws.

6.4.5. Regional Policy

Determination of the Northwest Regional Policy is defined in the SPEEA Constitution and SPEEA By-Laws.

6.4.6. Regional Council Committees

The Northwest Council will be responsible for all committees under its jurisdiction, shall review all actions and findings of such committees, and may direct all actions of such committees consistent with this Constitution. Additional requirements shall be defined in policy. The Northwest Council shall maintain a Northwest Regional Council Governing Documents Committee for the maintenance of the Northwest Governing Documents and Governances.

6.4.7. Recall and Replacement of Regional Council Officers

The procedure for recalling and replacing Northwest Council Officers is defined in the SPEEA Constitution.

6.5. Committees

Refer to Northwest Regional Policy for additional definitions.

6.6. Site Assemblies

Requests for site assemblies shall be filed with the Northwest Council Officers upon initial formation or following the formation of the Council. The Council Officers shall review the request and announce their determination.

Refer to Northwest Regional Policy for additional definitions.

6.6.1. Site Assembly Officers

The site assembly shall elect a chairman and if the chairman determines one is needed a secretary from among its regular members and report to the Northwest Council Officers with the names and positions of the assembly officers.

7. SPEEA COUNCIL

7.1. Composition

The composition of the SPEEA Council is defined in the SPEEA Constitution.

7.2. SPEEA Council Officers

SPEEA Council Officers are defined in the SPEEA Constitution and SPEEA By-Laws.

7.2.1. SPEEA Council Chairman

SPEEA Council Chairman is defined in the SPEEA Constitution and SPEEA By-Laws.

7.2.2. SPEEA Council Treasurer

SPEEA Council Treasurer is defined in the SPEEA Constitution and SPEEA By-Laws.

7.2.3. SPEEA Council Secretary

SPEEA Council Secretary is defined in the SPEEA Constitution and SPEEA By-Laws.

7.2.4. Election

Election of SPEEA Council Officers is defined in the SPEEA Constitution and SPEEA By-Laws.

7.3. Meetings

7.3.1. Convention

7.3.1.1. Frequency

Frequency of the convention is defined in the SPEEA Constitution and SPEEA By-Laws.

7.3.1.2. Quorum

The quorum for the convention is defined in the SPEEA Constitution.

7.3.1.3. Notice and Agenda

The notice and agenda for the convention is defined in the SPEEA Constitution.

7.3.1.4. Allowable Business

The allowable agenda for the convention is defined in the SPEEA Constitution.

7.3.1.5. Voting

Approval of items on the published agenda is defined in the SPEEA Constitution.

7.3.2. SPEEA Council Meetings

The SPEEA Council Meetings are defined in the SPEEA Constitution and SPEEA By-Laws.

7.3.2.1. Frequency

The frequency of meetings is defined in the SPEEA Constitution and the SPEEA By-Laws.

7.3.2.2. Quorum

The quorum for a meeting of the SPEEA Council is defined in the SPEEA Constitution and SPEEA By-Laws.

7.3.2.3. Notice and Agenda

The notice and agenda for a meeting of the SPEEA Council is defined in the SPEEA Constitution and SPEEA By-Laws.

7.3.2.4. Allowable Business

The allowable business is defined in the SPEEA Constitution.

7.3.2.5. Voting

Approval of items on the published agenda is defined in the SPEEA Constitution and SPEEA By-Laws.

7.4. Rights and Duties

The rights and duties of the members of the SPEEA Council are defined in the SPEEA Constitution, SPEEA By-Laws, and SPEEA Policy.

7.4.1. Responsibilities

The responsibilities of the members of the SPEEA Council are defined in the SPEEA Constitution, SPEEA By-Laws, and SPEEA Policy.

7.4.2. Executive Board Actions

Actions taken with respect to Executive Board Actions are defined in the SPEEA Constitution.

7.4.3. Signatories and Bonding

Signatories and Bonding of SPEEA Council Officers and Additional Officers are defined in the SPEEA Constitution and SPEEA By-Laws.

7.4.4. SPEEA By-Laws

Maintenance of the SPEEA By-Laws is defined in the SPEEA Constitution and SPEEA By-Laws.

7.4.5. SPEEA Policy

Determination of SPEEA Policy is defined in the SPEEA Constitution and SPEEA By-Laws.

7.4.6. Council Committees

Council Committees are defined in the SPEEA Constitution and SPEEA Policy.

7.4.7. Recall and Replacement of Council Officers

Recall and Replacement of Council Officers are defined in the SPEEA Constitution.

7.5. Committees

Committees are defined in the SPEEA Constitution, SPEEA By-Laws, and SPEEA Policy.

8. EXECUTIVE BOARD**8.1. Composition**

The composition of the SPEEA Executive Board is defined in the SPEEA Constitution and SPEEA By-Laws.

8.2. Duties and Responsibilities**8.2.1. President**

The duties of the President are defined in the SPEEA Constitution.

8.2.2. Treasurer

The duties of the Treasurer are defined in the SPEEA Constitution.

8.2.3. Secretary

The duties of the Secretary are defined in the SPEEA Constitution and in the SPEEA By-Laws.

8.2.4. Regional Vice Presidents

In addition to the duties specified in the SPEEA Constitution, when issues of member hardship in the Northwest Region are brought to the attention of the Executive Board, the Northwest Regional Vice President will investigate each hardship case and make their recommendation to the Executive Board.

8.3. Executive Board Meetings

Executive Board meetings are defined in the SPEEA Constitution.

8.3.1. Frequency

The frequency of Executive Board Meetings is defined in the SPEEA Constitution.

8.3.2. Quorum

The quorum of Executive Board Meetings is defined in the SPEEA Constitution and SPEEA By-Laws

8.4. Elections**8.4.1. President, Treasurer, Secretary**

The elections of the President, Treasurer, and Secretary are defined in the SPEEA Constitution.

8.4.1.1. Term of Office

The term of office is defined in the SPEEA Constitution.

8.4.1.2. Nominations

Nominations are defined in the SPEEA Constitution and SPEEA By-Laws.

8.4.1.3. Election Balloting

Election Balloting is defined in the SPEEA Constitution and SPEEA By-Laws.

8.4.1.4. Recall and Replacement

Recall and Replacement are defined in the SPEEA Constitution and SPEEA By-Laws.

8.4.2. Regional Vice Presidents

The election of the Northwest Regional Vice President is defined in the SPEEA Constitution.

8.4.2.1. Term of Office

The Northwest Regional Vice President may be elected to the Executive Board for no more than two consecutive terms.

8.4.2.2. Nominations

Nominations are defined in the SPEEA Constitution and SPEEA By-Laws.

8.4.2.3. Election Balloting

Election Balloting is defined in the SPEEA Constitution and SPEEA By-Laws.

8.4.2.4. Recall and Replacement

Recall of a Northwest Regional Vice President is addressed in the SPEEA Constitution.

The Northwest Council Officers shall determine the deadlines for petitions for a replacement of a Northwest Vice President.

The Northwest Tellers Committee shall notify the Northwest Region Regular Members in good standing of the position opening, nomination requirements and closing dates in at least two (2) issues of the official publications of SPEEA.

A Northwest Regional Vice President interim applicant shall be a Northwest Regional Regular Member in good standing who meets the qualification requirements of the SPEEA Constitution.

Each candidate shall provide a petition, position, and platform statement to the Northwest Regional Council Officers at the SPEEA business address specified in the notification.

Each nomination shall be made by a petition, signed by twenty or more Northwest Region Regular Members in good standing. The petition must state the position sought and must include the signature of the nominee signifying the nominee's consent. The Northwest Regional Tellers Committee shall be responsible for the validation of the petitions and the candidate's qualifications. The validated petitions of qualified applicants shall be provided to the Northwest Regional Council Officers.

The position and platform statements, shall meet the requirements of Northwest Regional Policy.

The replacement Northwest Regional Vice President shall be elected to the remainder of the unexpired term by a majority vote of the Northwest Regional Council Representatives at a Northwest Regional Council Meeting. They shall take office immediately.

8.5. Rights and Duties**8.5.1. Responsibilities**

The responsibilities of the Executive Board are defined in the SPEEA Constitution.

8.5.2. SPEEA Budget

The SPEEA Budget is defined in the SPEEA Constitution and SPEEA By-Laws.

8.5.3. SPEEA Staff

The SPEEA Staff is addressed in the SPEEA Constitution.

8.5.4. Committees

Executive Board Committees are defined in the SPEEA Constitution.

8.5.5. Signatories and Bonding

The Signatories and Bonding requirements are defined in the SPEEA Constitution.

8.5.6. Documents and Publications

The documents and publications for SPEEA and its Regions are defined in the SPEEA Constitution.

8.5.7. Collective Bargaining Enforcement

Enforcement of Collective Bargaining Agreements is defined in the SPEEA Constitution.

9. TELLERS**9.1. Regional Tellers****9.1.1. Composition**

The composition of Regional Tellers is defined in the SPEEA Constitution and SPEEA By-Laws.

9.1.2. Meetings

The Northwest Regional Tellers Committee shall convene when called by the Northwest Regional Tellers Committee Chairman, or by a majority of the Committee. The conduct of the Northwest Regional Tellers Committee meetings shall be determined within the Committee and the Northwest Regional Policy.

9.1.3. Elections

Prior to the second Wednesday of January of even-numbered years, the Northwest Council Officers shall notify the Regional membership of the nomination opening and closing dates, nomination requirements, election dates and requirements, voting directions and balloting procedures for electing Regional Tellers. Notification shall be made to each member's last known address.

Nominations shall be made by petition, signed by fifteen or more Regular Members of the Northwest Region, and submitted at the Northwest SPEEA office after the second Wednesday of January but not later than 5:00 p.m. on the fourth Wednesday of January. The Northwest Council Officers shall be responsible for the validation of the petitions. The petition must include the signature of the nominee signifying the nominee's consent.

Each nominee must be a Northwest Region Regular Member with a continuous membership during the previous 12 months.

The Northwest Council Officers shall assure that a single platform statement from each properly nominated candidate, if available, be included with the ballot. Each statement will be 150 words or less in length. If no statement is submitted, "No response provided by the candidate" shall be used instead. Statements must be submitted no later than 5:00 p.m. on the fourth Wednesday of January.

The Northwest Council Officers shall oversee the election of the Northwest Tellers. If the election is contested, the election shall be by secret ballot and will be sent to the last known address of all Regional Regular Members. Ballots shall be sent prior to the last Wednesday in February. The candidates shall be placed on a separate ballot or ballot section from any ballot used for any other purpose. When there are candidates from each Bargaining Unit of the Region, the candidates should be separated by Bargaining Unit into separate ballot sections with the instruction to pick one candidate from each section. The Northwest Council Officers shall be responsible for processing and sending the ballot package, and for ensuring the confidentiality of this material.

The ballots shall be counted on the second Wednesday of March, and no ballots received after noon local time on that day will be counted. Votes for a person not properly nominated shall not be counted and will invalidate only the vote for that office. The Northwest Council Officers shall be responsible for the validation of the election.

9.1.4. Recall and Replacement

The procedure for recall and replacement of a Regional Teller is defined in the SPEEA Constitution.

9.1.5. Rights and Duties

The Rights and Duties of a Regional Teller are defined in the SPEEA Constitution.

9.1.5.1. Charges

The requirements for charges are defined in the SPEEA Constitution.

9.1.5.2. Records

The records for the Regional Tellers are defined in the SPEEA Constitution.

9.1.5.3. Districting

Districting is defined in the SPEEA Constitution and By-Laws.

9.2. SPEEA Tellers

9.2.1. Composition

The composition of the SPEEA Tellers is defined in the SPEEA Constitution.

9.2.2. Meetings

The meeting requirements for SPEEA Tellers are defined in the SPEEA Constitution.

9.2.3. Elections

The election of SPEEA Tellers is defined in the SPEEA Constitution and the SPEEA By-Laws.

9.2.4. Recall and Replacement

The recall and replacement requirements are defined in the SPEEA Constitution.

9.2.5. Rights and Duties

Rights and Duties are defined in the SPEEA Constitution.

9.2.5.1. Charges

Charges are defined in the SPEEA Constitution and SPEEA By-Laws.

9.2.5.2. Records

The record requirements are defined in the SPEEA Constitution.

9.2.5.3. Audit

Audits are defined in the SPEEA Constitution.

10. JUDICIAL REVIEW

Judicial Review is defined in the SPEEA Constitution and SPEEA By-Laws.

10.1. Composition

Composition of the Judicial Review Committee is defined in the SPEEA Constitution and SPEEA By-Laws.

10.1.1. Meetings

Meetings of the Judicial Review Committee are defined in the SPEEA Constitution.

10.1.2. Elections

The nomination and election of members to the Judicial Review Committee are defined in the SPEEA Constitution and in the SPEEA By-Laws.

10.1.3. Recall/Replacement

The recall and replacement of Judicial Review Committee members is defined in the SPEEA Constitution and the SPEEA By-Laws.

10.2. Rights and Duties

10.2.1. Constitution and By-Laws Interpretation

Constitution and By-Laws Interpretation is defined in the SPEEA Constitution and SPEEA By-Laws.

10.2.2. Hearing of Appeals

Hearing of Appeals is defined in the SPEEA Constitution and SPEEA By-Laws

10.2.3. Records

The accessibility of the Judicial Review Committee to SPEEA records is defined in the SPEEA Constitution.

11. NEGOTIATIONS

11.1. Negotiation Team

Additional definitions on the Negotiation Team and the processes and policies for negotiations are defined in Northwest Policy.

11.2. Selection of Negotiators

The Bargaining Unit Council in accordance with the SPEEA Constitution and Bargaining Unit Policy shall determine the requirements and method of selection of its negotiators.

11.3. Negotiation Team Rights and Obligations

The Negotiation Team shall operate in accordance with Bargaining Unit Council Policy and shall report on the Team's progress to the Bargaining Unit Council.

11.4. Ratification of Collective Bargaining Agreements

Additional requirements are defined in Northwest Policy.

11.5. Strike Authorization Vote

The Bargaining Unit Council, by simple majority, may approve sending a strike authorization ballot to the Bargaining Unit Membership. The Bargaining Unit Council may determine to send a strike authorization ballot either concurrent with a collective bargaining agreement acceptance/rejection ballot, or they may determine to send it separately.

Only the Bargaining Unit Membership can approve a strike authorization. A Bargaining Unit strike authorization is approved by a simple majority of the votes cast. An approved strike authorization gives the Negotiation Team the authority to call a strike. The Negotiation Team may call a strike at any time after an approved strike authorization, unless or until a subsequent strike authorization is rejected. The Negotiation Team may, at their discretion, recommend the Bargaining Unit Council allow the membership a subsequent strike authorization ballot.

A Bargaining Unit strike may begin no sooner than seven calendar days after both the initial contract ratification vote and a strike authorization vote has been counted unless the seven day requirement is specifically waived by the SPEEA Council.

11.6. Amendments to Collective Bargaining Agreements

The Council Officers may approve an amendment to a collective bargaining agreement if in their judgment it benefits a majority of the members. If in their judgment it does not benefit a majority of the members or is problematic, it may be brought before the Bargaining Unit Council.

12. ELECTION

12.1. Procedure

Election procedures are defined in the SPEEA Constitution and SPEEA By-Laws.

12.2. Challenges and Appeals

Election challenges and Appeals are defined in the SPEEA Constitution and SPEEA By-Laws.

13. CHARGES

13.1. Charges

Charges are defined in the SPEEA Constitution and SPEEA By-Laws.

13.2. Hearing Boards

Hearings are defined in the SPEEA Constitution and SPEEA By-Laws.

13.3. Disciplinary Action

Disciplinary actions are defined in the SPEEA Constitution and SPEEA By-Laws.

13.4. Appeals

Appeals are defined in the SPEEA Constitution and the SPEEA By-Laws.

14. REFERENDUMS AND CONSTITUTIONAL AMENDMENTS

14.1. Methods

The methods for initiating a referendum are defined in the SPEEA Constitution.

14.2. Processing

Proposed amendment handling and amendment language are defined in the SPEEA Constitution and SPEEA By-Laws.

14.3. Affiliation Referendums from the Membership

The requirements for a referendum are defined in the SPEEA Constitution.

15. BY-LAWS

15.1. Existence

The maintenance of the Northwest Regional By-Laws is the responsibility of the Northwest Regional Council Governing Documents Committee.

15.2. Amendment Procedures

The amendment procedure is defined in the SPEEA Constitution.

15.2.1. Methods

The amendment method is defined in the SPEEA Constitution.

15.2.2. Processing

Proposed amendment handling and amendment language are defined in the SPEEA Constitution and SPEEA By-

Laws. The Northwest Regional Governing Documents Committee Chairman or designee will certify the revised document prior to distribution. The Northwest Regional By-Laws will include both the endorsements (signatures) of the Northwest Regional Governing Documents Chairman and the Northwest Regional Secretary.

16. POLICY

16.1. Existence

The maintenance of the Northwest Regional Policy Manual is the responsibility of the Northwest Governing Documents Committee. Maintenance and incorporation of policy items are defined in the SPEEA Constitution and SPEEA By-Laws.

#####