

(Excerpted from Region 3 C&B dated 5/13/17)

ARTICLE V

Region Officers

SECTION 1 – Officers

The Regional Representative Assembly shall elect a President, two (2) Vice-Presidents, Secretary and Treasurer nominated from among all members of the Region. All officers shall be bonded.

SECTION 2 - Duties of Officers

A. President

1. Shall represent the Region at meetings and before the public as necessary.
2. Shall be a voting member of the Executive Committee.
3. Shall chair the Executive Committee and Representative Assembly meetings.
4. Shall be an ex officio member of all other Region Committees.
5. Shall appoint the membership on all Standing Committees, minority guarantee, and new educator at large, with approval of the Executive Committee.
6. If a delegate, shall Chair the Region Caucus at the WEAC Representative Assembly.
7. Shall approve vouchers submitted by the Treasurer, and approve all vouchers in the absence of the Treasurer.
8. Shall approve staff leaves.
9. Shall arrange for orientation for all newly elected officers and Executive Committee members as to their duties and responsibilities on the Board.
10. Shall serve on the WEAC Board of Directors.
11. Shall make arrangements to meet the significant time commitments of managing the staff and meeting all responsibilities of the office.

B. Vice Presidents

Vice President A

1. Shall chair meetings in the absence of the President.
2. Shall carry out the duties assigned by the President.
3. Shall be a voting member of the Executive Committee.
4. Shall be prepared to take the place of the president if the president is no longer able to serve.
5. Shall be a liaison to Standing Committees as directed by the president.

Vice President B

1. Shall chair meetings in the absence of the President and Vice President A.
2. Shall carry out the duties assigned by the President.
3. Shall be a voting member of the Executive Committee.
4. Shall be prepared to take the place of Vice President A if Vice President A is no longer able to serve or secedes to the presidency.
5. Shall be a liaison to Standing Committees as directed by the president.

C. Secretary

1. Shall accurately record minutes of Executive Committee and Representative Assembly meetings (and other meetings as necessary).
2. Shall send all official correspondence as directed by the President.
3. Shall keep track of the terms of the Executive Committee members and insure that locals conduct their elections on time to keep their seats on the Board filled.
4. Shall be a voting member of the Executive Committee.

D. Treasurer

1. Shall chair the Budget Committee.
2. Shall present an annual budget.

3. Shall disburse authorized funds as approved in the annual budget. All expenditure exceeding \$1000 will be approved by the Executive Committee before disbursement.
4. Shall, upon passage of the budget, assess each Local Association the amount of dues (per bargaining unit member) needed to meet the budget.
5. Shall report to the Executive Committee at each meeting on the financial status of the Region.
6. Shall prepare a Treasurer's report and present it to the regional RA.
7. Shall be a voting member of the Executive Committee.
8. Shall chair an Audit Committee consisting of two other members appointed by the President which shall appoint annually an independent auditing agency to conduct an audit of the Region and transmit the report of the auditing agency to the Executive Committee.

SECTION 3 - Replacement of Officers

In the event of the vacancy of the Vice President B, Secretary or Treasurer, the president will notify all local presidents of the vacancy and solicit nominations for a special election. A special election shall be held to fill the unexpired term of said officer at the next regularly scheduled Executive Committee meeting.

If the Secretary is absent from a meeting, the President may appoint a temporary Secretary to serve that meeting only.

In the event the President and both Vice President positions are all vacant, the remaining members of the Executive Committee will elect one of their own to serve as Interim President and Vice President A until the next regularly scheduled Executive Committee meeting. The Executive Committee will elect replacements to serve until the next Representative Assembly, at which time a replacement will be elected to complete the remainder of the term.

SECTION 4 - Terms of Officers

Terms of office for all Officers shall be July 1 to June 30 of each year. The terms of officers will be two (2) years. The President is limited to three (3) consecutive two (2) year terms. The president and Vice Presidents will be elected in even numbered years. The Secretary and Treasurer will be elected in odd numbered years.

SECTION 5 - Removal of Officers

The Executive Committee shall have the right to remove any officer for just cause, after due notice and hearing. Such vote to remove shall require a two-thirds (2/3) roll call

vote of its entire membership at a duly convened meeting of the Board. Should there be any dispute as to what constitutes just cause, the matter may be referred by the affected individual to the presiding WEAC President to have the matter go before the Review Board, in accordance with Article VIII of the WEAC Constitution and Bylaws.

SECTION 6 – QUALIFICATIONS

Members running for any Regional office shall have been members in good standing for a period of not less than two years.

ARTICLE VI

Executive Committee

SECTION 1 – Composition

The Executive Committee of the Region shall consist of the Region President, Two Vice Presidents, Secretary, Treasurer, Zone Leaders, and one ESP at-Large representative.

SECTION 2 – Terms of Office

The Executive Committee term of the Region President, Vice Presidents, Secretary and Treasurer shall be consistent with their terms as officers of the Region. The past President shall serve on the Executive Committee in an *ex officio* capacity from the expiration of his/her President term until the next regularly scheduled RA. Zone leaders, and any At-Large Representatives, shall serve a one (1) year term.

SECTION 3 – Election of Zone Leaders, At-Large Positions and Mid-Term Vacancies

Zone Leaders and the At-Large representatives shall be elected at the Annual Representative Assembly, by their respective constituencies, to serve one (1) year terms.

In the event of a mid-term vacancy in an at-large seat, an election by secret ballot of Executive Committee members shall be held at the next regularly scheduled Executive Committee meeting after the seat is vacated to fill the remainder of the vacancy.

If a Zone Leader position becomes vacant, the Region 3 President will notify the local presidents within that zone. The local presidents will elect a replacement to serve the remainder of the term.

SECTION 4 – Duties

The Executive Committee shall be the executive authority of the Region and shall be empowered to direct the activities of the Region between meetings of the Representative Assembly.

SECTION 5 - Responsibilities

The Executive Committee is vested with the following duties and responsibilities:

- a. Carry out directives of the Representative Assembly.
- b. Approve Region policies.
- c. Approve a budget with a recommended per capita levy to RA for their approval.
- d. Receive, investigate, and research all issues and initiatives (WEAC, NEA, etc.).
- e. Approve any requested expenditures that would exceed a line item in the Annual Budget.
- f. Approve expenditures not in the budget by a two-thirds vote.
- g. Establish the direction, goals, and priorities of the Region for the year.
- h. Employ, evaluate, supervise, discipline and terminate staff.
- i. Review approved annual expenditures at the beginning of each budget year (September).
- j. Recommend a budget with a per capita levy to the RA for their approval.
- k. Select delegates to conferences, assemblies, and seminars, and determine the amount of each stipend (if any).

SECTION 6 – Meetings

The Executive Committee shall have regularly scheduled meetings. A quorum of the Executive Committee shall consist of five (5) members.

A special meeting may be called at the request of the President or by three (3) members of the Executive Committee. The purpose of any special meeting shall be stated in the call and shall constitute the only order of business.

SECTION 7 – Participation By Staff

Region staff may attend Executive Committee and Board of Directors meetings, at the request of the Executive Committee. Staff shall not become involved in elections for union office or any other governance matters, as required by the NEA UniServ Guidelines and WEAC policies.