

CONSTITUTION

of Graduate Researchers United, AFSCME local 402

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ARTICLE I: NAME

The name of this organization shall be Graduate Researchers United (GRU) Local Number 402 of the American Federation of State, County and Municipal Employees, AFL-CIO.

ARTICLE II: AFFILIATIONS

This local union shall be affiliated with Council Number 75 of the American Federation of State, County and Municipal Employees; and the AFL-CIO.

ARTICLE III: OBJECTIVES

The objective of this union is to improve the working conditions of graduate researchers at OHSU, in addition to supporting the objectives of the American Federation of State, County and Municipal Employees.

ARTICLE IV: MEMBERSHIP AND DUES

Section 1. All OHSU graduate students seeking PhD degrees who receive stipends, (excluding supervisors, confidential employees, and managerial employees) are eligible for active membership in this local union, subject to the requirements of the [Constitution of the International Union](#). Active members shall pay dues. Active members are eligible to participate in the following non-exhaustive list of activities: attending members-only events; voting; and holding an officer or steward position.

Section 2. Application for membership shall be made on a standard application form. Unless such form includes a valid authorization for payroll deduction of dues, the application shall be accompanied by the current month's dues.

Section 3. Members shall be considered "in good standing" while they are paying dues on time and are not violating the codes of conduct upheld by this local union and the International Union. A member may lose their "good standing" status and be considered "delinquent" for failure to pay dues. The executive board will notify members of their delinquency status. . The executive board must also include in the notification a series of reasonable steps that must be taken in order to remove the delinquency status and return to "good standing." Delinquent members are still expected to pay dues and may attend members-only events, but they forfeit their ability to vote and hold an officer or steward position.

Table 1. Membership Status and Associated Benefits

Member Status	Pays Dues	Events	Can Vote	Hold Office
Active	✓	✓	✓	✓
Delinquent	✓	✓		

Section 4. The monthly membership dues of active members of the local shall be a percent of the member's monthly base wages. This percentage rate shall be 1.13 times the Council 75 dues rate, rounded to the nearest hundredth of a percent. For example, the Council 75 rate at the time of this writing is 1.27%, so membership dues would be 1.44%. These amounts are subject to the minimum amounts as provided in the Council 75 Constitution.

Section 5. Membership dues shall be payable monthly in advance to the local Secretary-Treasurer and in any event shall be paid not later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two consecutive months shall lose their good standing status and stand suspended. However, any person who is paying dues through a system of a regular payroll deduction, bank draft, or similar system, shall, for so long as such person continues to pay through such deduction method, be considered in good standing. A member suspended under the above section may be reinstated to membership in the local on payment of all arrearages plus the current month's dues.

Section 6. A member may withdraw their membership at any point in time by contacting the Data Officer and asking to be removed in writing. Members who choose to withdraw their membership may also choose to register for membership again at any time. However, withdrawing one's membership and re-registering for membership does not remove a member's delinquency status.

ARTICLE V: MEETINGS

Section 1. Regular meetings of this local shall be held at least once per quarter, at a time and place to be fixed by the membership or the local executive board.

Section 2. Special meetings may be called by the local President, the local executive board, or by petition filed with the President and signed by 25% of the members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President.

Section 3. For the purpose of general membership votes, quorum is defined as 25% of the total number of members in good standing.

Section 4. All meetings may be held remotely according to Appendix E and Section 51 of Article IX of the International Constitution.

ARTICLE VI: OFFICERS, NOMINATIONS, ELECTIONS, AND ELIGIBILITY

Section 1. The officers of this local shall include a President, a Secretary-Treasurer, a Vice President of Organizing, a Vice President of Equity and Inclusion, a Vice President of Communications, and a Vice President of External Relations, and these six shall constitute the local union executive board. Additionally, the officers of this local shall include a Data Officer, an Events Officer, and a Steward Officer. These non-Vice President officers shall not be members of the executive board.

All officer term lengths shall be one year. After their term, the officers will spend the subsequent three months training the newly elected officers. Elections shall be held in June. Terms begin July 1st.

Section 2. A notice of nominations shall be mailed to all members in good standing at least thirty (30) days before any election. Nominations shall be collected electronically, and nominees will be asked to accept or reject their nominations via email. A special meeting shall be called at least fifteen (15) days before the election to announce the nominees and for nominees to speak to members. A call for additional nominations must be made at this meeting. A nominating committee may (but need not) also be appointed to make nominations.

Section 3. Officers shall be elected by secret ballot vote, and the balloting shall be so conducted as to afford all members a reasonable opportunity to vote. At least fifteen days' advance notice shall be given the membership prior to the holding of the election.

Section 4. All matters concerning nominations and elections of officers in this local union shall be subject to the provisions of Appendix D, entitled Elections Code, of the [International Union Constitution](#).

Section 5. The executive board shall elect, by executive board vote, a member to replace any vacancies of officer positions if less than half a term remains. If more than half a term remains, the executive board shall call for a special election and will follow the nominating procedures outlined in Section 2 of this Article.

Section 6. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

Section 7. Although members of the Bargaining Team are not necessarily officers, they will be elected according to Article VI Sections 2 and 3 and Appendix A.

Section 8. Any member in good standing at the time of the election may run for any office.

Section 9. In addition to the above, there shall be elected three members who shall serve as trustees. The trustees shall be elected to two-year terms in the odd-numbered years.

ARTICLE VII: DUTIES OF OFFICERS AND EXECUTIVE BOARD

1. The President shall:
 - a. preside over all meetings of the local union and of the executive board.
 - b. countersign all checks drawn against the funds of the local.
 - c. appoint all standing committees and all special committees of the local, subject to the approval of the executive board.
 - d. report periodically to the membership regarding the progress and standing of the local and regarding the President's official acts.
 - e. represent the union in an official capacity at university and community events
 - f. be a member of all committees except election committees
2. The Secretary-Treasurer shall:
 - a. receive and receipt for all monies of the local union.
 - b. deposit all money so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by check signed by the President and the Secretary-Treasurer.
 - c. prepare and sign checks for such purposes as are required by the constitution or are authorized by the membership or the executive board.
 - d. prepare and submit the monthly membership report to the International Union office and see that a check is drawn in payment of the local's per capita tax each month and sent to the International Secretary-Treasurer.
 - e. keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of all financial transactions of the local for the previous month.
 - f. act as custodian of all property of the local union.
 - g. give a surety bond for an amount to be fixed by the executive board of the local union, at the expense of the local union and through the International Union.
 - h. see that any financial reports required by the International Union Constitution are submitted in accordance with the International Union Constitution.
 - i. keep a record of the proceedings of all membership meetings and of all executive board meetings.
 - j. assume the duties of the President until such time as a new President can be appointed or elected.
3. The Vice President of Organizing shall:
 - a. be responsible for the membership recruitment and organizing program of the local union.
 - b. communicate with organizers in the local union to ensure continued engagement of the bargaining unit.
 - c. structure all relevant organizing activities and maintain records of Organizing efforts of the local union.
 - d. act as a liaison between the SOM, SON, and SoPH to foster connection and participation from all three schools.
4. The Vice President of Equity and Inclusion shall:
 - a. ensure that GRU is actively making efforts to improve diversity, equity, inclusion at OHSU and fighting for and social justice.
 - b. consult with other executive board members to establish events, publications, and communications that are inclusive and accessible to all people.
 - c. act as a liaison with the Alliance for Visible Diversity in Science (AVDS) and other groups in the OHSU community who promote equity and inclusion.
 - d. to encourage and recruit underrepresented members to run for office, Stewardship, and serve on Committees.
5. The Vice President of Communications shall:

- a. be responsible for all internal and external communications of the union including emails, publications, press releases, flyers, and social media.
 - b. keep the membership informed of union progress and events.
6. The Vice President of External Relations shall:
 - a. build and maintain GRU's relationship with external labor organizations including but not limited to AFT-Oregon, the Oregon AFL-CIO, AFSCME and other graduate researcher unions.
 - b. organize outreach efforts outside of the OHSU community.
 - c. serve as a liaison with local legislators and media outlets.
7. The Data Officer shall:
 - a. maintain an accurate list of current membership and contact information.
 - b. write all union-related surveys and work with the Vice President of Communications to distribute surveys to all members.
 - c. collect, analyze, and share all survey data with both the executive board and, when appropriate, the general membership of the local union.
 - d. maintain a written history of significant events in the formation and development of the local union.
8. The Events Officer shall:
 - a. plan and hold social events like celebrations, new member or new graduate researcher functions, end-of-term or end-of-year functions, restaurant gatherings, and others where necessary.
 - b. organize general membership meetings and town halls.
9. The Steward Officer shall:
 - a. represent, manage, and maintain the local's team of stewards.

The executive board shall be the governing body of the local union except when meetings of the local union are in session. All matters affecting the policies, aims, and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be decided by the executive board. The board shall meet at the call of the President or of a simple majority of the members of the board. A report on all actions taken by the executive board shall be made to the membership at the subsequent meeting. A majority of the members of the executive board shall be required for a quorum.

ARTICLE VIII: STEWARDS

Section 1. There will be up to 24 stewards. Every steward will be considered a unit steward.

Section 2. Any member in good standing may be appointed as a Steward. The Steward Officer shall send an annual email to the general membership asking for nominations to stewardships. The executive board may appoint other members, but should give this list special consideration.

Section 3. Stewardships shall preferentially be appointed in accordance with the Steward Allocation Code.

Section 4. For the initial year following contract ratification, all 24 stewards will take either a Grievance or Investigatory training. Each steward will be asked to take on one quarter of Grievance or Investigatory stewardship. For each year following, any steward that has not had either Grievance or Investigatory training will be required to take one such training.

Section 5. A stewardship term will last one (1) year. Stewards are not term limited.

ARTICLE IX: FINANCE AND BUDGET

Section 1. The executive board is responsible for managing the budget and making spending decisions. The executive board is expected to be transparent with the membership about the board's spending decisions while maintaining confidentiality where necessary.

Section 2. The executive board shall create a proposed budget at least one month before their term ends to guide the incoming executive board officers on budgetary allocations. The incoming executive board may choose to modify the proposed budget at any time during their term.

Section 3. At the last meeting prior to the election of the officers of this local union, the executive board shall present the budget used in that fiscal year along with a proposed budget for the upcoming fiscal year. The membership may provide feedback about budgetary allocations and spending decisions. Nominees for the officer positions may choose to reflect on their budgetary priorities.

Section 4. The trustees shall make or cause to be made at least semi-annually an audit of the finances of the local, including the finances concerning any health and welfare, pension, insurance or other benefit programs covering members of such local, and shall report to the membership on the results of such audit.

ARTICLE X: COLLECTIVE BARGAINING AGREEMENT RATIFICATION

Section 1. Any collective bargaining agreement may only be ratified by active members in good standing. Upon reaching a tentative agreement, the Bargaining Team shall present the collective bargaining agreement to the Membership at a General Membership meeting. The vote shall be held in a manner to be determined by a majority of the Executive Board. Ratification of the contract shall require a simple majority of those voting. A quorum of at least 30% of the Regular Membership must participate in the vote.

ARTICLE XI: MISCELLANEOUS PROVISIONS

Section 1. This local union shall at all times be subject to the provisions of the constitution of the American Federation of State, County and Municipal Employees.

Section 2. Except to the extent specified in this constitution, no officer of the local union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the local union except to the extent specifically authorized in writing by the President of the local union or by the executive board of the local union.

Section 3. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this local union in all cases to which they are applicable and in which they are not inconsistent with this constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

ARTICLE XII: AMENDMENTS

Section 1. This constitution may be amended, revised, or otherwise changed by a majority vote of the members in good standing voting on such proposed change. Such change shall take effect only upon written approval of the International President.

Section 2. Proposed amendments to this constitution must be read at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union, adequate and proper notice having been given to the membership prior to the date on which the vote is taken.

ARTICLE XIII: CODE OF CONDUCT

Section 1. GRU is committed to providing an environment free from discrimination and harassment, regardless of an individual's race, creed, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy, immigration status, political belief, or any other characteristic prohibited by law. As such, GRU will not tolerate discriminatory, harassing or otherwise unacceptable behavior in the workplace or at any of its activities, events or meetings.

Section 2. GRU adopts the definitions of expected and unacceptable behavior found in the AFL-CIO Code of Conduct. Prior to the start of any large GRU activity, event or meeting, attendees will be informed of this code of conduct, and a contact person to whom complaints may be directed will be identified for all attendees. If the GRU activity, event or meeting is recurring, notification of the code of conduct and identification of the designated contact person will occur yearly, or as necessary when the designated contact person changes.

Section 3. GRU takes these complaints seriously and the executive board or other union representative may, at their discretion, take action that they deem appropriate upon assessing the situation. Possible responses may include a warning to or filing of a complaint to the International Union of the alleged offender from the GRU activity, event, or meeting.

APPENDIX A: ELECTION OF THE BARGAINING TEAM

Section 1. Candidates will be selected by nomination. Any union member can be nominated, and union members can nominate themselves for a position.

Section 2. If, once the nominations have been collected, there is an imbalance of candidates and positions (i.e., if there has been no one nominated for one position, and several people have been nominated for another), nominees can volunteer to run for the empty positions.

Section 3. Winners for each position will be selected by ranked-choice voting:

- Voters will rank the candidates for each position by preference.
- If there are more candidates than positions, the candidate with the fewest first-preference votes is eliminated. In the case of a tie for least-popular, a candidate will be eliminated at random from this tie. All ballots will then be counted for their highest-ranked non-eliminated candidate. This process continues until there are a number of remaining candidates equal to positions.