

Constitution and By-Laws of the Jeanes Nurses United/PASNAP

Approved through membership vote - August 28th, 2024

ARTICLE I NAME

The name of this Association shall be the Jeanes Nurses United/ Pennsylvania Association of Staff Nurses and Allied Professional (JNU/PASNAP).

ARTICLE II PURPOSE

The purpose of this Association shall be to:

Section 1: Serve the interests of the registered nurses of the hospital through collective bargaining, education, legislation and other group activities.

Section 2: Promote the provision of high quality patient care to the community.

Section 3: Promote professional unity between the registered nurses and other PASNAP healthcare professionals throughout the Temple University Health System, the region and the country, through affiliation with PASNAP.

Section 4: Promote the organizing of not-yet-unionized registered nurses and other professionals everywhere, through affiliation with PASNAP

ARTICLE III MEMBERSHIP

Section 1: Eligibility Membership shall be made available to persons actively employed on a full-time, part-time or pool basis at Jeanes Hospital, consistent with our contract.

Section 2. Jeanes Nurses United local dues may be set or adjusted by a majority **secret ballot** vote of the membership present and voting at a meeting for which at least 30 days' **written** notice, **with specific reference to the adjustment or establishment of dues**, has been provided.

Section 3: Effective May 1, 2018, Local dues shall be set at \$2.00 per month.

Section 4: Dues shall be paid on a direct or payroll deduction basis.

Section 5: Members shall pay all applicable PASNAP and JNU dues and assessments when due, and any member who shall become more than three (3) months in arrears shall at that point lose good standing.

Section 6: Members who lose good standing shall be devoid of all membership rights until

such time as all **delinquent dues and assessments** are paid in full.

ARTICLE IV OFFICERS

Section 1: The officers of the Association shall be a minimum of; one (1) President, one (1) Vice-President, a Secretary, a Membership/Political Action Committee Chairperson and a Treasurer. Officers shall attend all General Membership Meetings, any Officer/Delegate Meetings and all Executive Board Meetings.

Section 2: The Executive Board shall consist of the Association's Officers, the Grievance Chairperson, and **two (2) members-at-large**. All together, these nurses shall constitute the Jeanes Executive Board. It is expected that the Executive Board shall meet on a monthly basis.

Section 3: The President shall oversee the functions of the Association, at the direction of the Executive Board. The President shall consult with the other officers as much as possible. The President shall preside at all meetings of the Association and all meetings of the Negotiation Committee. The President, in consultation with the Vice-President shall appoint members to committees (except the Negotiating Committee), with the approval of the remainder of the Executive Board. The President shall appoint a member to fill a vacancy or vacancies in any elected position for the unexpired term of office of such vacancy/vacancies. The President shall perform all other duties pertaining to the office.

Section 4: In the event of the absence of the President, the **Vice** President shall assume the duties of the President.

Section 5: The Vice-President shall act pursuant to the supervision and direction of the President and shall perform such additional duties as are delegated by the President.

Section 6: The Secretary shall record the minutes and give a written report of all meetings of the Association, and preserve all papers, letters, and transactions of the Association. The Secretary shall act pursuant to the supervision and direction of the President and shall perform such additional duties as are delegated by the President. The Secretary shall also be responsible for coordinating regular Association newsletters and email updates (with the assistance of PASNAP to ensure the membership is updated on the latest Association information. A local Jeanes Nurses United newsletter shall be sent out at least quarterly **to all members**.

Section 7: The Membership Chair/Political Action Chair shall attend new employee orientations, and take responsibility for enrolling all new eligible employees, with the support and assistance of all officers and representatives; promote participation in the PASNAP PAC, and represent JNU on the state-wide PAC Committee.

Section 8: The Treasurer shall be responsible for keeping the financial, dues and membership information for the Association. The Treasurer shall be responsible for ensuring that membership rolls are kept updated monthly and shall oversee the signing of union cards by newly hired nurses, and pool nurses with enough hours, etc. The Treasurer will also be responsible for writing all checks of the Association. However, no checks or funds may be spent

without a majority vote of the officers. The Treasurer will be responsible for maintaining all union card information. Finally, the Treasurer will be responsible for setting up and receiving any necessary financial training from the PASNAP bookkeeper. **In order to serve as Treasurer, the individual serving must be bonded.**

Section 9: There shall be no cap on the number of Union Representatives. They shall be responsible for assisting the rest of the Board in collective action of the membership, facilitating communication between different departments as well as between the Executive Board, Officers and the membership, and processing grievances. The Union Representatives shall act pursuant to the supervision and direction of the President and shall perform such additional duties as delegated by the President. It is expected that the Union Representative shall meet on a monthly basis with the Officers.

Section 10: The President, Vice President, and Grievance Chair of JNU will attend and participate in the PASNAP House of Delegates as ex officio delegates. Additional delegates will be elected through the procedures in Article 5 in a timely manner in accordance with Article V Elections.

ARTICLE V ELECTIONS

Section 1: The election for Executive Board shall be held in the spring of even numbered years. Newly elected officers must be Association members in good standing and shall serve for two (2) years thereafter. There shall be no term limits on any office. If it comes to pass that the position of Presidency becomes open during a term, it may be filled via appointment by the Executive Board or the Board may decide to hold an election for the remainder of that President's term.

Section 2: Negotiating Team. An election by the membership will be held approximately six (6) months prior to the end of the current contract for the purpose of electing the Negotiating Committee. Negotiating Committee members shall belong to the Association in good standing. All officers will automatically be ~~on~~ **members of** the Negotiating Team.

Section 3: All elections shall be by secret ballot with each member permitted to cast one (1) vote. Elections will be determined by simple majority of those members who voted. Members eligible to vote must appear on the Association membership roll. Those who submit a completed membership application at the balloting location during the election hours, may vote at that time. The membership will be informed of any upcoming elections with 30 days posted notice on the Association Bulletin Board found in the main hospital, or through a distributed newsletter, leaflet, or notice **sent by U.S. or electronic mail.**

Section 4: The Association Executive Board shall choose an Election Coordinator or Coordinators to oversee the election process which includes; the casting of votes, tallying them promptly and reporting the results of the election to the membership. The Election Coordinator(s) cannot be running for elected office during that election.

Section 5: Candidates who desire to run for office must submit a consent-to-serve form to an

Officer/Election Coordinator at least fourteen (14) days prior to the election.

Section 6: The Association strongly encourages ethnic minority representation on its governing bodies in proportion to its minority membership.

Section 7: Recall of Officers

An Officer of the Association may be recalled from office by two-thirds (2/3) vote of those members of the Association present and voting. Recall shall be initiated by a recall petition which shall be signed by a full majority of the membership.

ARTICLE VI COMMITTEES

Section 1: The Executive Board shall have the right to establish Committees as they see fit. Committees shall be composed of members of the Association and shall assume such duties as assigned by the Executive Board. They shall report to the Executive Board and the membership upon request. Any committee member may be removed from his or her committee position for gross negligence or conduct inconsistent with the Association's objectives by a majority vote of all members of the Executive Board.

ARTICLE VII RATIFICATION OF TENTATIVE AGREEMENTS

Section 1: Ratification of any tentative agreements for the contract shall require a majority vote by secret ballot of the members present and voting at a meeting or sessions of a meeting called by the President/Executive Board for such purpose. Realizing that predicting when negotiations will end can be difficult to predict, and that a membership vote on any tentative agreement should not be unduly delayed, JNU shall provide the members with as much reasonable notice and opportunity to be present and vote as is possible.

Section 2: Each member attending the information or ratification meeting will be offered a copy of the proposed changes to the current contract or the proposed contract itself.

Section 3: The tally of ballots shall **take place immediately** at the conclusion of the meeting(s), counting of ballots shall be done in an open fashion and the results shall be announced by the Executive Board or their designee.

Section 4: In the event that members vote to reject a tentative agreement/final offer, and the membership percentage voting to reject is deemed insufficient by the Executive Board to conduct an effective strike upon the employer, the Executive Board shall have the power to call for a re-consideration vote.

ARTICLE VIII STRIKES

Section 1: Prior to engaging in strike activity, the Executive Board shall convene a special meeting or meetings with the membership for the purpose of conducting a secret ballot vote of the members on the question of engaging in a strike to support Association demands.

Section 2: As much possible prior notice of any such vote will **be** given to the members.

Section 3: At least two-thirds (2/3) of the members present and voting in the affirmative at any such meeting or meetings shall be required to authorize **a** strike.

Section 4: A strike authorization shall remain in effect until such time as any tentative agreement is ratified in accordance with these Constitution and By-Laws.

ARTICLE IX MEETINGS

Section 1: General membership meetings shall be held no less than two (2) times each calendar year but may be called more frequently by the President(s)/Executive Board. The President(s)/Executive Board may set the time and place of each meeting. At least two (2) weeks notice shall be given to the membership if the meeting is to take place outside of the Hospital.

Section 2: Special meetings for specific purposes may be called by the President(s)/Executive Board. The membership may request a special meeting upon written request of ten (10) members.

Section 3: General membership meetings are open to Association members only.

Section 4: Executive Board Meetings shall be held no less than four (4) times each calendar year (once each quarter).

ARTICLE X PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order, Revised shall govern meetings of the Association in all cases in which they are not inconsistent with these Constitutional and By-Laws.

ARTICLE XI AFFILIATION

Section 1: The Association shall be affiliated with PASNAP.

Section 2: A person shall not be eligible for membership in the Association unless he or she maintains membership in PASNAP.

Section 3: The Constitution and By-Laws of the Association shall be in compliance with those of PASNAP.

ARTICLE XII AMENDMENTS

Section 1: These Constitution and By-Laws may be amended at any regular meeting by a two-thirds ($2/3$) vote of the members present and voting, provided the proposed amendments have been known to all members at least two (2) weeks prior to the meeting.

Section 2: A copy of all proposed amendments shall be provided to the members of the Executive Board at least thirty (30) days prior to the meeting.