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Chapter Meeting.pdf**

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New File:

**UUP Bylaws Revised for February 18, 2025
Chapter Meeting.pdf**

13 pages (170 KB)
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Total Changes

488

Content

67 Replacements
64 Insertions
59 Deletions

Styling and Annotations

297 Styling
1 Annotation

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THE BYLAWS
of the
NEW PALTZ CHAPTER OF UNITED UNIVERSITY PROFESSIONS

ARTICLE 1
NAME

The name of this organization shall be the New Paltz Chapter of United University Professions (“UUP”), Local #2190 of the American Federation of Teachers, AFL- CIO (hereinafter, the "New Paltz Chapter” or “Chapter”).

ARTICLE 2
PURPOSE

The purpose of the New Paltz Chapter shall be to promote the aims of UUP, namely, to improve the terms and conditions of employment of those it represents; to promote mutual assistance and cooperation among the members of UUP; to advance education in a democracy and democracy in education; to promote the principles of unity and collective bargaining in higher education; and to defend the civil, professional, and human rights of those it represents. Its purpose is also to monitor local compliance with the Agreement between UUP and the State of New York. In addition, it shall be the purpose of the Chapter to promote academic excellence and to strengthen the college and university community. The Chapter will organize and support activities associated with its campus responsibilities as a union and shall cooperate with other Chapters, UUP, UUP affiliates, and other appropriate organizations in furtherance of these objectives.

ARTICLE 3
MEMBERSHIP

Section 3.1 - Classes of Membership:

- a. There shall be the following classes of membership, as defined by the UUP Constitution: Regular Membership; Special Membership (either Retired or Sustaining); Associate Membership; and Honorary Membership.
- b. Regular membership shall be open to employees in the Professional Services Negotiating Unit (08) at the State University of New York at New Paltz.
- c. Contingent membership shall extend from September 1 through August 31.
- d. Membership in good standing shall be maintained through payment of dues as defined in Article III. Section 4. Dues of the UUP Constitution and shall be on a continuing basis throughout the membership year.

3.1.2 Rights of all classes of members are defined by the UUP Constitution, copies of which are in the Chapter Office and on the UUP Website.

Section 3.2 - Categories of Membership:

Membership shall be of either of two categories: “academic” or “professional.”

- a. “Academic” members shall be those persons with academic or qualified academic rank.
- i. “Contingent” academic members shall be those persons appointed to any position which does not prescribe eligibility for continuing appointment.
- b. “Professional” members shall be those persons with professional or qualified professional rank.
- ii. “Contingent” professional members shall be those people appointed to any position which does not prescribe eligibility for continuing appointment.

ARTICLE 4 **MEETINGS OF THE MEMBERSHIP**

Section 4.1 - Authority:

Chapter members shall make policy at duly constituted meetings or through referenda. The annual Chapter budget shall be approved by a majority vote of those present and voting at a Chapter meeting.

Section 4.2 - Regular Meetings:

The Chapter President shall call all meetings of the Chapter membership and preside over them. The Chapter President shall send a written or electronic announcement of a regular Chapter meeting to all members at least seven days prior to the meeting. The announcement shall contain the date, time, modality, meeting location and the agenda which may be modified at the meeting.

Section 4.3 - Special Meetings:

Special meetings of the Chapter membership may be called by the Chapter President, at the request of 2/3 of the Executive Committee, or at the petition of at least 10% of the Chapter membership. Unless extraordinary circumstances prohibit it, the Chapter President shall send a written or electronic announcement of a special Chapter meeting to all members at least seven days prior to the meeting. The announcement shall contain the date, time, modality, location of meeting, and the agenda, which may be modified at the meeting.

Section 4.4 - Notes:

Notes of all Chapter meetings shall be made available to the membership.

Section 4.5 - Referenda:

The Executive Committee shall initiate referenda by a majority vote or upon the petition of at least 10% of the Chapter membership. Referenda shall be conducted using procedures adopted by the Executive Committee.

ARTICLE 5

OFFICERS

Section 5.1 - Definition:

The officers of the Chapter shall include a President, a Vice President for Academics, a Vice President for Professionals, a Vice President for Contingents, a Secretary, a Treasurer, an Officer for Retirees, a Membership Development Officer, and a Grievance Officer.

Section 5.2 - Duties:

5.2.1 The Chapter President shall:

- a. serve as the administrative officer of the Chapter;
- b. represent the Chapter to management, to the university community, and to the public;
- c. maintain liaison with statewide UUP;
- d. be the Chapter's first delegate to the Delegate Assembly;
- e. preside over meetings of the Chapter, Executive Committee, and Labor-Management; be authorized to sign checks in the absence or incapacity of the Treasurer;
- f. supervise any office staff;
- g. appoint chairpersons and members of committees, subject to approval by the Executive Committee; and perform other functions and duties usually attributed to the office of President.

5.2.2 The Vice Presidents for Academics and Professionals shall:

- a. have as their primary duties the representation of the members of their respective categories;
- b. work with the Membership Development Officer to develop and coordinate a Department Representative Structure that assures every member is represented;
- c. be delegates to the Delegate Assembly;
- d. in the absence or disability of the President, the Vice President from the alternate membership category shall automatically assume the duties of the Presidency until such time as the Executive Committee meets and appoints an Acting President or until a special election is held; and
- e. perform such other duties assigned by the President, the Executive Committee, or the membership.

5.2.3 The Vice President for Contingents shall:

- a. serve as chair of the Contingent Concerns Committee;
- b. be responsible for monitoring and responding to the concerns of Contingent members;
- c. report to the President, Executive Committee, and membership;
- d. be a delegate to the Delegate Assembly; and
- e. make recommendations to the Executive Committee.

5.2.4 The Secretary shall:

- a. keep accurate notes of the meetings of the Chapter and the Labor- Management Committee and minutes of the Executive Committee and other such meetings as deemed appropriate by the President and/or Executive Committee;

- b. assist in maintaining Chapter files and a roll of the membership;
- c. in the absence of a Designated Election Official, assume the duties assigned to that position; and
- d. perform such other duties as assigned by the President, the Executive Committee, or the membership.

5.2.5 The Treasurer shall:

- a. be responsible for the funds of the Chapter, depositing them in a checking or savings account as appropriate;
- b. keep accurate accounts of receipts and disbursements;
- c. issue checks and make withdrawals and transfers as authorized by the President or Executive Committee;
- d. report at each meeting of the Executive Committee;
- e. prepare an annual financial statement for publication and distribution to the membership and to the statewide Treasurer and statewide UUP Executive Board;
- f. prepare a budget for submission to the Executive Committee and to the membership with final submission to the statewide Secretary- Treasurer;
- g. submit timely audit packets to the statewide Accounting Department (three times per year);
- h. keep the Chapter President and Executive Committee informed of the financial condition of the Chapter; and
- i. perform such other duties as assigned by the President, the Executive Committee, or the membership.

5.2.6 The Grievance Officer shall:

- a. serve as chair of the Grievance Committee;
- b. be responsible for assisting members of the bargaining unit with the processing of grievances;
- c. work with Chapter's assigned Labor Relations Specialist as needed;
- d. report to the President, Executive Committee, and the membership, as appropriate; and
- e. make recommendations to the Executive Committee.

In addition, the Grievance Officer may represent unit employees at hearings and shall be a liaison with the statewide organization, expedite all grievances, and may consult with the Executive Committee on grievance matters.

5.2.7 The Membership Development Officer shall:

- a. plan and organize campaigns to increase member engagement and participation in the life of the Chapter and UUP;
- b. work with the statewide Membership Development Officer and statewide organizer to organize and carry out membership campaigns;

5.2.8 The Officer for Retirees shall:

- a. work to encourage and promote retiree membership and participation in the life of the Chapter and in statewide activities, including advocacy;
- b. organize retiree events to further the interests of the Chapter and the statewide organization, and
- c. recommend measures to ensure and enhance the rights and inclusion of retired members.

Section 5.3 - Selection and Terms of Office:

All officers shall be elected by the Chapter membership for a term of two years. The Vice Presidents for Academics and for Professionals, Vice President for Contingents, and Officer for Retirees shall be elected by and from their respective membership categories. Elections shall be conducted in accordance with the UUP Constitution and Article 10 of these Bylaws.

ARTICLE 6
EXECUTIVE COMMITTEE

Section 6.1 - Definition:

The Executive Committee shall consist of the following voting and non- voting members:

6.1.1 The officers specified in Article 5.1, who shall be voting members of the Executive Committee.

6.1.2 Members who received at least **ten** percent (10%) of ballots cast in the Chapter election for the position of Academic or Professional Delegate to the Delegate Assembly shall be voting members of the Executive Committee. Members who received fewer than ten percent (10%) in the Chapter election for the position of Academic or Professional Delegate to the Delegate Assembly shall be members of the Executive Committee ex officio.

6.1.3 The following Standing Committee Chairs may be appointed by the Chapter President, subject to approval by the Executive Committee: Outreach Chair, DEIA Chair. The person serving in each of these positions will be a member of the Executive Committee ex officio, unless he or she is otherwise a voting member of the Executive Committee as defined in Articles 5.1 and 6.1.2.

6.1.4 Members of the Chapter who serve as officers of UUP or members of the statewide UUP Executive Board shall be voting members of the Executive Committee.

6.1.5 Members of the Chapter who serve as chairpersons of UUP statewide Standing Committees shall be members of the Executive Committee ex officio, unless they are otherwise voting members of the Executive Committee as defined in Articles 5.1, 6.1.2, and 6.1.4.

Section 6.2 - Duties:

The Executive Committee shall:

- a. be the policy-implementing body of the Chapter;
- b. be responsible for the administration of the Chapter and its activities;
- c. arrange for such ancillary staff members and assistance as are necessary to attain the goals of the Chapter;
- d. approve appointments to committees;
- e. approve a budget for submission to membership;
- f. approve all expenditures pursuant to the Chapter Budget and authorize extraordinary expenditures;

- g. carry out policies established by membership and suggest policies for consideration by the membership;
- h. oversee Chapter written and electronic communications;
- i. appoint individuals to fill vacancies, in accordance with these Bylaws and the UUP Constitution, or direct that special elections be held to fill vacancies;
- j. act on behalf of the membership in the absence of membership policy and during periods of time when Chapter meetings cannot be reasonably convened;
- k. by a majority vote or upon the petition of at least 10% of the membership, initiate referenda subject to the limitations outlined in the UUP Constitution, and adopt procedures for the implementation of such referenda;
- l. vote on resolutions on matters of union interest, including both immediate terms and conditions of employment and matters of broader union movement solidarity for consideration by the statewide Executive Board and Delegate Assembly. Resolutions may be initiated by Chapter Members, Chapter Officers, and/or members of the Executive Board. Passage of such resolutions shall be communicated to the Chapter Membership via the Chapter Newsletter and/or at the next Chapter Meeting.
- m. generally, represent the interests of UUP and the Chapter on campus;
- n. carry out such other duties as are reasonably associated with an Executive Committee.

Voting members of the Executive Committee members shall be expected to attend Executive Committee meetings. Any voting member who misses an excessive number of meetings is liable to removal from office in accordance with the provisions of Article 11 of these bylaws.

Section 6.3 - Terms of Office:

Except where otherwise specified, the terms of office for elected and appointed positions of the Executive Committee shall be two years and shall coincide with the terms of the elected officers.

Section 6.4 - Meetings:

6.4.1 The Executive Committee shall meet at least monthly during the academic year. Meetings shall be convened by the Chapter President or by a written request of 1/3 of the Executive Committee or 10% of the membership.

6.4.2 Except under emergency circumstances, the Chapter President, or Chapter Assistant at the direction of the Chapter President, shall send a written or electronic announcement of an Executive Committee meeting to all members of the Executive Committee at least seven days prior to the meeting. The announcement shall contain the date, time, modality, location of meeting and the agenda, which may be modified at the meeting.

6.4.3 Special meetings may be called by the President by written or electronic notice.

6.4.4 Executive Committee meetings, other than Executive Sessions, shall be open to all members of the Chapter. Members of the Chapter shall be notified by appropriate means of the schedule of Executive Committee meetings.

6.4.5 Executive Committee meeting agendas shall include a comment period for Chapter Members. The duration and place of order of the comment period shall be determined by the President.

Section 6.5 – Minutes:

6.5.1. Approved minutes of all Executive Committee meetings shall be made available to the Chapter membership.

6.5.2. The Executive Committee meeting minutes will be included in each audit packet submitted to the statewide organization.

ARTICLE 7

DELEGATES TO THE UUP DELEGATE ASSEMBLY

Section 7.1 – Elections and Terms:

Delegates to the UUP Delegate Assembly shall be elected in accordance with the UUP Constitution as follows:

- a. The first delegate shall be the President.
- b. The second shall be the Vice President of the alternate membership category of the President.
- c. The third delegate shall be the Vice President of the same membership category as the President, if the Chapter is entitled to an additional representative from that category.
- d. The fourth delegate shall be the Vice President for Contingents. The Vice President for Contingents shall be an additional delegate regardless of category and shall not affect the delegate allocation for the Chapter.
- e. Additional delegates shall be elected by and from the membership according to the provisions of the UUP Constitution.

Section 7.2 - Duties:

Delegates to the UUP Delegate Assembly shall:

- a. represent the Chapter at the UUP Delegate Assembly;
- b. analyze the business to be conducted at each Delegate Assembly and seek input from the membership on issues of importance to the Chapter and union; and
- c. report to the membership on actions taken by the Delegate Assembly.

Section 7.3 - Seating at the Delegate Assembly:

7.3.1 The number of Chapter representatives eligible for seating at the Delegate Assembly shall be determined in accordance with the UUP Constitution.

7.3.2 Prior to each Delegate Assembly the Chapter President shall ask Delegates, in rank order of their election, their intention to serve at that Delegate Assembly.

7.3.3 Delegates who do not confirm with the Chapter President at least 7 days prior to the Delegate Assembly shall be replaced by the next ranking Delegate who confirms their intention to serve.

7.3.4 If a Delegate is so replaced, that Delegate shall not be eligible for seating in place of any confirmed Delegate who attends the Delegate Assembly.

Section 7.4 - Selection and Terms:

Delegates shall be elected in accordance with the UUP Constitution.

ARTICLE 8
AREA REPRESENTATIVE STRUCTURE

Section 8.1 - Composition:

8.1.1 The Vice Presidents and the Membership Development Officer shall collaborate to develop and coordinate an Area Representative Structure that assures every member is represented.

8.1.2 Delegates to the UUP Delegate Assembly who are not also Chapter officers shall serve as Department Representatives in their own Departments. If more than one Delegate to the Delegate Assembly has been elected from a particular Department, the Department representative shall be selected from the Delegates in that Department and appointed as provided in Section 8.3 below.

8.1.3 In the event that no Delegate to the Delegate Assembly has been elected from a particular Department, the Department representative shall be appointed as provided in Section 8.3 below.

Section 8.2 - Duties:

Department Representatives shall:

- a. assist in the recruiting of members;
- b. assist in the dispersal of information;
- c. mobilize the membership for action when necessary; and
- d. advise the Executive Committee on the needs of the membership.

Section 8.3 – Appointment and Term:

Department Representatives shall be appointed by the President and approved by the Executive Committee.

8.3.1 The term of office for Department Representatives shall coincide with the terms of the elected officers.

ARTICLE 9
COMMITTEES

Section 9.1 – Labor-Management Committee:

9.1.1 Chapter officers shall constitute the UUP committee responsible for representing the Chapter at Labor-Management meetings conducted pursuant to the Agreement between UUP and the State of New York.

9.1.2 The Chapter President shall be responsible for developing the agenda and chairing UUP's participation in the meetings.

9.1.3 Members of the Executive Committee, Chapter Members, and representatives or staff employees of UUP may be added to this group at the discretion of the Chapter President.

9.1.4 In the event the Chapter President is absent, the Vice President from the alternate membership category shall be responsible for developing the agenda and chairing UUP's participation in the meetings.

Section 9.2 - Standing Committees:

Membership and Chairs of Standing Committees shall be appointed by the Chapter President, subject to approval by the Executive Committee. Committee Chairs, who shall be appointed by the Chapter President with the approval of the Executive Committee, shall report on Committee activities at the final Chapter meeting of the academic year and submit regular updates on their activities to the Executive Committee. The Chapter President shall be an ex-officio member of each Committee.

9.2.1 Academic Concerns Committee: The Academic Concerns Committee shall assist the Vice President for Academics in monitoring and working to improve equitable treatment, employment opportunities, and overall welfare of academic members of the Chapter.

9.2.2 Diversity, Equity, Inclusion, and Accessibility Committee (DEIA): The DEIA Committee shall assist the DEIA Committee Chair in monitoring campus DEIA programs and policies and shall recommend actions designed to implement and enforce campus and chapter DEIA goals.

9.2.3 Communications Committee: The Communications Committee shall provide for publication of appropriate information from both internal and external sources concerning Chapter interests, and will establish and maintain a social media presence for the Chapter. The President and all Officers, as well as the general membership, shall forward information to the Committee.

9.2.4 Contingent Concerns Committee: The Contingent Concerns Committee will assist the Vice President for Contingents to monitor and work to improve equitable treatment, employment opportunities, and overall welfare of the academic and professional contingent members of the Chapter.

9.2.5 Grievance Committee: The Grievance Committee shall be available to the Grievance Officer for consultation, guidance, and assistance as requested by the Grievance Officer or affected Chapter Member. The Chapter President and all Vice Presidents shall be members of the Committee, as well as others appointed by the President and approved by the Executive Committee. Members of the Grievance Committee shall also be available to attend meetings of the Statewide Grievance Committee, when necessary, as determined by the Executive Committee.

9.2.6 Membership Development Committee: The Committee shall assist the Membership Development Officer in organizing campaigns to increase member engagement and participation in the life of the Chapter and UUP. It shall work with the statewide Membership Development Officer to organize and carry out membership campaigns.

9.2.7 Outreach Committee: The Outreach Committee shall assist the Outreach Chairperson in planning and coordinating activities that inform legislators of Chapter and UUP needs, and educate the Chapter membership about legislation of interest to UUP. It shall coordinate activities to build solidarity with students and the larger labor movement, and work with the statewide UUP Outreach Committee to encourage individual and group Chapter activity on the issues. In addition it shall coordinate the annual Vote/Cope campaign.

9.2.8 Professional Concerns Committee: The Professional Concerns Committee will assist the Vice President for Professionals in monitoring and working to improve equitable treatment, employment opportunities, and overall welfare of professional members of the Chapter.

9.2.9 Retiree Rights & Concerns Committee: The Retiree Rights & Concerns Committee will work to encourage and promote retiree membership and participation in the life of the Chapter and in statewide activities and shall recommend measures to ensure and enhance the rights and inclusion of retired members.

9.2.10 Additional Standing Committees may be established by amendment of these Bylaws.

Section 9.3 - Ad Hoc Committees:

The Executive Committee may create ad hoc committees as necessary, outlining responsibilities of the committee established.

Section 9.4 - Selection and Terms:

9.4.1 Unless otherwise specified, chairs and members of all standing and ad hoc committees shall be appointed by the Chapter President, subject to approval of the Executive Committee.

9.4.2 The term of office of Standing Committee members shall be for two years and shall coincide with the terms of the elected officers.

9.4.3 The term of office of ad hoc Committee members shall expire upon the completion of their charge and/or the expiration of the term of the officers.

ARTICLE 10 **ELECTIONS**

Section 10.1 - Chapter Elections:

Chapter elections, except those held to fill vacancies, shall be held every two years for each elective office and be completed no later than May 1. Terms of office shall begin on June 1. Persons elected to fill vacancies shall take office at the time of election.

Section 10.2 - Conduct of Elections:

10.2.1 Chapter elections shall be conducted in accordance with the UUP Constitution.

10.2.2 A request that the UUP Constitution and Governance Committee conduct the Chapter elections shall be made to the Statewide Secretary-Treasurer's office no later than December 1 of the year prior to the scheduled Chapter election.

Section 10.3 - Vacancies:

In the event of a vacancy in an office, the Executive Committee shall within thirty days by majority vote either designate a person to serve out the term of the office or direct that a special election be held. The Executive Committee may appoint any eligible individual to fill the term of an office that becomes vacant, except those offices that require election for legal recognition, such as delegate to the UUP Delegate Assembly and affiliate conventions or assemblies.

ARTICLE 11

RECALL

Section 11.1 - Removal for Cause:

An officer, delegate, or member of the Executive Committee may be removed from office for valid cause. Valid cause for removal from office may include, but not be limited to, continued neglect or non-performance of the duties of the office, excessive absences from Executive Committee meetings, misuse of Chapter funds, and/or intentional misrepresentation of the organization to outside parties.

Section 11.2 - Procedure:

11.2.1 Upon receipt of written charges and a petition of ten percent of the Chapter membership, or one-third of the voting members of the Executive Committee, the Chapter President shall appoint a Select Committee, subject to approval by the Executive Committee, to conduct a confidential investigation. The Select Committee shall be composed of no fewer than three and not more than five members of the Chapter. If charges are raised against the Chapter President, the Select Committee shall be appointed by the Vice President of the alternate membership category. The charges from such a petition shall be mailed registered or certified mail, return receipt required, to the official address of the individual charged; and shall be given to the Select Committee.

11.2.2 An individual charged must indicate, in writing, receipt of the charges and an interest in retaining the office in question. Failure to indicate such interest within two weeks of receipt of the charges shall be deemed to be a resignation, and the office shall be declared vacant. In such a case, the Select Committee shall report the resignation and vacancy to the Executive Committee, and the investigation shall be considered closed.

11.2.3 If a vacancy is declared, it shall be filled in accordance with the procedures in Article 10.3. If a vacancy is not declared, the Select Committee shall investigate the charges and provide an opportunity for the individual charged to respond. Such an investigation shall be conducted in accordance with the latest edition of Robert's Rules of Order, Newly Revised. Following the conclusion of an investigation, the Select Committee shall report its findings at an executive session of the Executive Committee. If the Executive Committee concludes that there is merit to the charges, it shall call a special meeting of the membership according to procedures in Article 4.3. At the special membership meeting there shall be a full discussion of the charges, and the individual charged shall have the right to present a defense. A majority vote of those attending the special membership meeting shall be required to authorize a recall election.

Section 11.3 - Recall Election:

A vote to remove an officer, delegate, or member of the Executive Committee shall be conducted in accordance with the UUP Constitution. Chapter members shall have at least 14 calendar days to return their ballots. A vote to remove an officer, delegate, or member of the Executive Committee shall require a majority of those voting.

Section 11.4 - Vacancies:

If a vacancy is created as a result of a recall vote, that vacancy shall be filled according to the procedures in Article 10.3.

ARTICLE 12
PARLIAMENTARY QUORUM

Section 12.1 - Quorum:

12.1.1 A quorum for a meeting of the membership shall be 25 members or ten percent of the Chapter Membership, whichever is smaller.

12.1.2 A quorum for a meeting of the Executive Committee shall be one-third of its voting members, provided however, that at least one-third of the officers, as defined in Article 5.1, are present.

Section 12.2 - Parliamentary Authority:

Meetings may be conducted in accordance with the latest edition of Robert's Rules of Order: Newly Revised in Brief, except that these Bylaws or the UUP Constitution shall take precedence. The Chapter President may appoint a parliamentarian to assist in the conduct of meetings. The parliamentarian shall not be a member of the Executive Committee.

ARTICLE 13
CONSTRUCTION AND SEVERABILITY

Section 13.1 - Construction and Severability:

13.1.1 If a provision of these Bylaws is discovered to be null and void because of a conflict with an authority that must take precedence, the Executive Committee shall have the authority to change the provision to make it conform to all necessary policies/statements.

13.1.2 A decision by a competent agency invalidating a clause, phrase, or section of these Bylaws shall not invalidate any other clause, phrase, or section.


ARTICLE 14
AMENDMENT

Section 14.1 - Amendment:

14.1.1 Amendment of these Bylaws may be proposed by the Executive Committee or by written petition of ten percent of the Chapter membership.

14.1.2 The Executive Committee shall submit a proposed amendment to the membership and may publish a recommendation, along with opinions in support or against the amendment. Such print or electronic publication shall be made available at least 30 days prior to a regular or special meeting of the membership called in accordance with the procedures in Article 4. If the Executive Committee does not act on a proposed amendment within 60 days of receipt of such proposal, the Chapter President shall submit it directly to the membership and present it to a regular or special meeting of the membership.

14.1.3 Within one month following such a chapter meeting, a vote on a proposed amendment shall be conducted in accordance with the UUP Constitution. Chapter Members shall have no fewer than 14 calendar days to return their ballots.

Section 14.2 - Ratification: 

14.2.1 Amendments to these Bylaws shall go into effect immediately upon adoption by a two-thirds vote of the members voting. Ratification of amendments to the Bylaws shall be invalid if fewer than ten percent of the Chapter Members have voted.

14.2.2 These Bylaws shall supersede all prior Constitutions and Bylaws of this Chapter. Upon ratification, a dated copy shall be sent to all members and to the Secretary of UUP.