

Teacher Education Council of State Colleges and Universities (TECSCU) Bylaws

As amended: November 9, 1978, February 27, 1983, October 6, 1994, February 21, 1996, October 3, 1997, February 7, 2004, January 29, 2006, February 24, 2007, October 11, 2010, October 2, 2011, October 25, 2013, February 27, 2015, May 31, 2019; November 2021

Article I Name

The name of the organization is the Teacher Education Council of State Colleges and Universities (TECSCU), hereafter referred to as TECSCU or the Council.

Article II Purposes

The Council purposes are:

1. To maintain a communication and information system for the articulation and exchange of viewpoints, issues, and concerns on selected aspects of educator preparation, especially as they relate to TECSCU institutions.
2. To identify and delineate issues and problems related to the development of viable educator preparation programs and activities in TECSCU institutions.
3. To provide information relevant to TECSCU's interests to legislative, education agencies, and policy making groups.
4. To propose study and actions related to educator preparation to partner organizations.
5. To advocate and support high-quality educator preparation, resulting in P-12 student learning.
6. To provide professional development and support to its membership.
7. To encourage participation in Council activities by members from underrepresented groups.

Article III Membership

Institutional Membership is available to any public college or university having an educator preparation program. The voting representative will be the chief institutional representative of the public state college or university and shall be the primary administrator of the school, college or department of education. The institution may designate additional institutional representatives who may serve on TECSCU committees, but not as members of the Executive Committee.

Article IV Governance

This organization is governed by the TECSCU Board. The TECSCU Board consists of an Executive Committee, eight Regional Representatives, and two representatives elected to the AACTE Board of Directors. All TECSCU Board members must be the voting representative of their institution.

The TECSCU Board shall propose actions for the membership of the Council and shall act on

behalf of the membership on such matters as must be attended to between meetings of the Council. Liaison with other organizations and agencies shall be the responsibility of the TECSCU Board.

The Executive Committee officers include the President Elect, President, Past President and the Secretary-Treasurer. Each officer serves a two-year term that begins at the conclusion of the first annual Council meeting of the calendar year and is elected from the TECSCU Board. After serving a two-year term, the President Elect becomes President, the President becomes Past President, and the Past President rotates off the Executive Committee. The Secretary-Treasurer may be appointed to serve additional terms.

Regional Representatives shall be elected for a three-year term from each of the eight regions. If a regional representative becomes an Executive Committee officer or ineligible, a new regional representative will be appointed by the President and with the consent of the TECSCU Board to complete the term of the regional representative.

The TECSCU Board shall select the President Elect and Secretary-Treasurer from the Executive Committee. In the event the President is unable to serve, the TECSCU Board will determine if the President Elect serves as both President Elect and President concurrently or if the President Elect rotates to President and a new President Elect is selected from the TECSCU Board to complete the term. If the Past President is unable to serve, the TECSCU Board appoints a person from the TECSCU Board to fulfill the responsibilities of the Past President.

Duties of the Officers

A. The Past President shall:

1. Serve on the Executive Committee.
2. Chair selection and election processes for TECSCU Council.

B. The President shall:

1. Convene and preside over all Council meetings.
2. Develop meeting agendas for the annual business and TECSCU Board meetings, subject to approval of these groups as the first order of business.
3. With the advice and consent of the Executive Committee, establish or abolish committees and appoint members to committees.
4. Appoint a program planning committee that includes the President-Elect as chairperson and members from the TECSCU Board.
5. With the consent of the TECSCU Board, appoint officers and regional representatives to complete terms when officers or regional representatives are unable to complete their terms.

C. The President-Elect shall:

1. Serve in the role as president in the event the president is unable to preside at Council meetings.
2. Chair the Program Committee and arrange all general meetings of the Council.

D. The Secretary-Treasurer shall:

1. Maintain records of TECSCU Board meetings and actions, as well as business meetings of the membership; and maintain the organization's records.
2. Responsible for appropriate reports and budgets are made available to the TECSCU Board.
3. Bill all members for annual institutional membership and disburse funds upon appropriate receipts for all obligations of the Council.
4. Submit annual fiscal report of the Council at the annual meeting.
5. Prepare an annual budget to the TECSCU Council for approval.
6. Maintain the bank account(s) of the Council as separate fund(s) and be responsible for all appropriate authorizations for financial transactions.
7. Maintain all Council financial records including income and expenditures, copies of contracts, and documentation for internal and external audits. Utilize and maintain appropriate records of Council credit cards.
8. Arrange for auditing of the books and records of the Council as required by law and/or directed by the President or TECSCU Council.
9. Complete and submit all required forms to IRS, federal or state agencies, providing copies to TECSCU Council.
10. Work with an Executive Assistant or outside party for financial, membership, and registration records as directed by TECSCU Council.

E. The Regional Representatives shall:

1. Serve as members of TECSCU Council, as liaisons between Executive Committee and Council.
2. Organize professional development opportunities for membership.
3. Recruit institutional membership at institutions within geographical regions.

Region I includes the following states: Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut, New York, Delaware, Maryland, and New Jersey .

Region II includes the following: Virginia, District of Columbia, North Carolina, South Carolina, Florida, Puerto Rico, Georgia, Alabama, Mississippi, Tennessee, and the Virgin Islands.

Region III includes the following: Pennsylvania, West Virginia, Kentucky, Ohio, and Indiana.

Region IV includes the following: Michigan, Wisconsin, Illinois, Minnesota, and Iowa.

Region V includes the following: Louisiana, Arkansas, Missouri, Kansas, Oklahoma, and Texas.

Region VI includes the following: Idaho, Montana, Nebraska, North Dakota, South Dakota, and Wyoming.

Region VII includes the following: Arizona, Colorado, Nevada, New Mexico, and Utah.

Region VIII includes the following: Alaska, California, Guam, Hawaii, Oregon, and Washington.

F. The American Association of College for Teacher Education (AACTE) Representatives to the Board of Directors from TECSCU shall serve as liaisons between AACTE and TECSCU for a term of three years. From the Council membership, the Executive Committee submits two names to the president who forwards the names to the AACTE Board of Directors for consideration of the Nominations & Elections Committee. TECSCU Representatives to the AACTE Board of Directors must be the primary administrator of an institution's education unit. Should the AACTE Representative become ineligible or unable to serve, the Executive Committee will select a replacement to complete the remainder of the representative's term.

Article V Elections

Members of the TECSCU Board shall serve as the Nominating Committee. The Nominating Committee will identify and present to the membership at the Fall business meeting the names of two candidates from each regional area where vacancies exist. Additional nominations may be made from the floor by the membership and the nomination window will remain open for two weeks after the TECSCU meeting. Thereafter, balloting will be electronically held after the Fall meeting. Each member institution may cast one vote for each vacancy. The voting member shall cast the vote for each institution. The Past- President verifies the votes and reports to the TECSCU Board, who will announce the election results to the Council membership. Should there be a tie vote, the Council President would break the tie.

Article VI Bylaws Revision

The TECSCU Constitution and Bylaws may be amended by the voting members of each institution by electronic vote. A simple majority of the TECSCU Board is required before a proposal to amend the Constitution and Bylaws is considered by the Council membership. The Council membership must be notified at least sixty days in advance of the business meeting of the proposed change. All voting members of the Council are allowed to vote electronically.

Article VII Dues and Fees

Dues and Fees shall be determined by a simple majority of members at the fall business meeting. The TECSCU Board shall be responsible for recommending dues and fees to the Council membership. If the Executive Committee makes no recommendations at the fall business meeting, then the existing dues and fees will remain in effect for the coming year.

Article VIII Meetings

There shall be two meetings of the Council membership annually. A business meeting will be held in conjunction with the fall conference meeting, but additional business meetings may be held at the discretion of the President in consultation with the TECSCU Board. Unless otherwise determined, one meeting shall be conducted in conjunction with the annual meeting of AACTE. The president may appoint a parliamentarian to ensure that rules of order will be followed.

Article IX Committees

1. Committees shall be created and abolished by the president with the advice and consent of the TECSCU Board and strive to include members from a cross section of the Council. Standing Committees may include, but not be limited to the following:

- Conference/Meeting Planning Committee
- Strategic Planning Committee
- Membership Committee
- Advocacy/Partnership Committee

2. Committees shall function to fulfill purposes of the Council. With TECSCU Board approval, the President sets the charges of the committees, appoints committee members, and designates a chairperson who convenes and conducts committee meetings. Each committee will make an annual report at the fall business meeting.

Article X Fiscal Authority

It shall be the responsibility of the Executive Committee to maintain the legal/fiscal aspects of the organization, including the employment of such consultants as necessary to conduct the business of the Council.

Article XI Removal of Officers

If any TECSCU Board member fails to fulfill his or her duties, he or she may be removed from the TECSCU Board by a simple majority vote of the TECSCU Board.

Article XII Dissolution

In the event the membership of the Teacher Education Council of State Colleges and Universities votes to cease and desist as a Council, the treasurer will pay all expenses encumbered by the Council, and any funds will be divided equally among institutions holding active membership at the time of dissolution.