

## **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; September 2024

### **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. There is one voting representative per institution. The voting representative shall be a primary administrator of the school, college or department of education (e.g., dean, associate dean, department chair, director of education programs). The institution may designate additional institutional representatives who may serve on TECSCU committees, but not as members of the Executive Committee.

### **Article IV Governance**

#### **Section I TECSCU Board**

This organization is governed by the TECSCU Board. The TECSCU Board consists of an Executive Committee, eight Regional Representatives, two representatives elected to the AACTE Board of Directors, and two At Large representatives selected by the TECSCU Board.

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.

#### Section II Elected Officers

There shall be three elected officers elected from the TECSCU Board: President, President Elect, and Secretary-Treasurer. These elected officers, along with the Past President, comprise the Executive Committee and each serve a two-year term. The officers' terms begin at the conclusion of the first Council meeting of the calendar year. 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 elected to serve additional terms.

The TECSCU Board shall elect the President Elect and Secretary-Treasurer from the TECSCU Board. 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.

Regional Representatives shall be elected for a three-year term from each of the eight regions by the TECSCU Board. The Board should strive to seek regional representatives that provide a collective lens into diverse perspectives and their intersectionalities. 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.

#### Section III Appointed Positions

The Executive Director shall be appointed by the TECSCU Board and serve at the pleasure of the board.

Two At-Large members shall be appointed by the TECSCU Board for a three-year term. The Board should strive to seek at-large members that provide a collective lens into diverse perspectives and their intersectionalities.

#### Section IV Duties

A. The Past President shall:

1. Serve on the Executive Committee.
2. Coordinate onboarding of new board members.

B. The President shall:

1. Convene and preside over all Council meetings.

2. Develop meeting agendas for the annual business and TECSCU Board meetings.
3. With the advice and consent of the Executive Committee, establish or abolish committees and appoint members to committees.
4. 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 as presiding officer in the absence of the President.
2. Coordinate the programming for the Fall and Winter meetings.

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. Work with the Executive Director on all financial issues of the organization.
3. Present a quarterly financial report to the TECSCU Board.
4. Conduct or arrange audits of the TECSCU financial records as required by law and/or directed by the President or Council.
5. Coordinate with Executive Director all required tax documentation.

E. The Regional Representatives shall:

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

Region 1 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 Executive Director shall:

1. Present appropriate reports and budgets to the TECSCU Board.
3. Organize all membership correspondence and disburse funds as directed.
4. Submit quarterly fiscal reports of the Council to Secretary-Treasurer.
5. Maintain all Council financial records and accounts including income and expenditures, copies of contracts, and documentation for internal and external audits. Utilize and maintain appropriate records of Council credit cards.
6. Complete and submit all required forms to IRS, federal or state agencies, providing copies to TECSCU Council.
7. Work with all third-party vendors for financial, membership, and registration records as directed by TECSCU Council.

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**

The TECSCU Board will solicit nominations at the fall meeting for any vacant regional representatives. An email will announce the nomination window to all TECSCU members which will remain open for two weeks after said meeting. The Board of Directors will vet nominations for eligibility. Thereafter, balloting will be electronically held after the nomination window closes. 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.
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.