



THE OREGON ASSOCIATION OF COLLEGES FOR TEACHER EDUCATION

Article I – Name

The name of this organization shall be The Oregon Association of Colleges for Teacher Education.

Article II – Purpose

The purpose of the Association is to promote educational theory and practices through cooperative endeavors among public and private colleges and universities in the State of Oregon for the benefit of P-20 students and the professionals who serve them. The Association is an affiliate of the American Association of Colleges for Teacher Education. The Association focuses on state and national issues related to education and its professional practice.

Article III – Objectives

The objectives of the Association are:

- A. To provide member institutions with the means for continuous exchange of ideas,

information, and experiences affecting teacher education and the performance of professional educators in the field.

B. To assist and cooperate with administrators of institutions preparing teachers, district school boards, and professional associations in their leadership roles to improve preservice and inservice programs for teachers.

C. To stimulate experimentation and research in the broad field of teacher education and to disseminate information and reports that have significance for the improvement of professional educators.

D. To represent the professional education of school personnel before all appropriate state agencies, as well as the general population on matters pertaining to the preparation of teachers and other professionals and paraprofessionals serving in the schools.

E. To propose recommendations, regulations, and legislation pertaining to teacher education to the State Department of Education, the Legislature, Teacher Standards and Practices Commission and other regulatory and advisory bodies.

F. To affiliate, when deemed desirable to further the objectives of the Association, with regional and national associations of similar purpose.

G. To exchange reports, experiences and ideas with educators of professional personnel in other states and countries as a means of strengthening programs in teacher education and to further national and international understanding.

H. To uphold quality teacher-education standards in institutions engaged in the preparation of school personnel.

Article IV – Membership

All regionally accredited colleges and universities in Oregon engaged in the preparation of professional school personnel and which have state program approval are eligible for membership. Functions of membership will be exercised by institutional representatives as provided in the Bylaws. Only representatives of AACTE member institutions shall vote on national issues pertaining to the operation of AACTE.

Article V – Officers

The officers of the Association shall be a President, Vice-President (President Elect), a Secretary, and a Treasurer to be elected as provided in the Bylaws.

Article VI – Executive Committee

The Executive Committee shall be made up of the four officers of the Association and the immediate past president.

Article – VII – Meetings

Ordinarily, the Association will meet on the day prior to the meeting of the Teacher Standards and Practices Commission. at sites to be announced by the President in advance of the scheduled meetings. Additional meetings may be called by the Executive Committee at its discretion or on request of one-half of the membership.

Article VIII – Rules of Procedure

The deliberations of the Association shall be conducted in accordance with the

parliamentary procedures set forth in the latest edition of *Robert's Rules of Order*.

Article IX – Non-Profit Status

The Association is not organized for profit and no part of its funds shall inure to the benefit of any member or individual.

Article X – Affiliation

The Association shall be affiliated with American Association of Colleges for Teacher Education in accordance with the following policies approved by the national Board of Directors:

A. For purposes of obtaining affiliation the state unit membership shall include at least 60 percent of the AACTE member institutions in the state.

B. Continuance of affiliation shall be contingent upon:

1. Maintenance of a membership of at least 60 percent of the AACTE member institutions in the state.
2. Submission to the national Board of Directors of an annual state activity report to include a review of program and fiscal activities and a certification of membership within the state unit.
3. Biennial review by the AACTE Board of Directors.
4. Adoption and maintenance of a state Constitution and state Bylaws consistent with the nationally approved models of same.

Article XI – Amendments

Proposed amendments to this Constitution shall be submitted in writing to the Executive Committee. If approved by the Executive Committee by a majority vote, the proposed amendments are to be circulated among all member institutions at least two weeks before the meeting in which action is scheduled to be taken. If the vote is taken by mail, the proposed amendment must be circulated at least two weeks before the voting deadline. A two-thirds majority of all members and approval by the AACTE Board of Directors are necessary for acceptance.

Article XII – By-laws

New By-laws or amendments to the existing Bylaws must be presented in writing to the Executive Committee. If approved by a majority vote, the proposed changes are to be presented to the full membership where a two-thirds majority will be required for their acceptance along with approval by the AACTE Board of Directors.

BY-LAWS

Article I – Membership

Institutions in Oregon that have regional accreditation as standard baccalaureate or graduate institutions and which have state approved programs in teacher education are eligible to petition the Association for status as regular members. Applications must be submitted to the Executive Committee at least one month before the next announced meeting. A two-thirds vote of all institutional representatives is required for acceptance of new members.

Article II – Institutional Representatives

The Dean of the College of Education, the Director of Teacher Education in the member institution or a designee is to be the official representative to the Association.

Article III – Voting Procedures

Section 1. Each member institution is entitled to one vote on all matters brought before the Association.

Section 2. If the institutional representative is unable to attend a meeting of the Association, he may designate a member of the faculty or administration at his institution to serve in his place at this meeting. This person will have full voting privileges.

Section 3. Proxy votes on motions to be brought before the Association are to be accepted, provided the vote is in writing and is directed to the motion as specifically presented for final action.

Section 4. Where official action by the full Association is deemed necessary between meetings, votes may be taken by mail.

Article IV – Officers

Section 1. A President, President-elect, Secretary, and Treasurer shall be elected by secret ballot from among a list of institutional representatives eligible to serve in these capacities.

Section 2. The offices of President and president-elect will alternate between representatives of private and public institutions.

Section 3. The terms of these offices will be for one year.

Section 4. The election of officers and the installation of new officers will take place at

the final meeting of the Association during the academic year in even numbered years. The academic year is defined as commencing July 1 and extending through June 30.

Article V – Duties of Officers

Section 1. The President shall preside at all meetings of the Executive Committee and the Association. He or she will be responsible for the agenda at the meetings of the Executive Committee, appoint committees to facilitate achieving the objectives of the Association, and serve as official spokesman for the Association in actions taken by it and/or the Executive Committee. During the year following the term of office, the President will continue to serve on the Executive Committee if eligible for membership on the body according to the By-Laws.

Section 2. The president-elect shall serve as vice president . He or she will be a member of the Executive Committee and succeed to the Presidency if for any reason the President resigns this office.

Section 3. The Secretary, who will be a member of the Executive Committee, is responsible for keeping minutes of all meetings of the Executive Committee and the Association, for overseeing the management of the website, the dissemination of all announcements, and for keeping the records of the Association.

Section 4. The Treasurer will be responsible for the collection of dues and the disbursement of funds. The Treasurer will prepare a financial report for presentation to the Association at each of its official meetings and an operating budget.

Article VI – The Executive Committee and Other Committees

Section 1. Composition. The Executive Committee shall consist of the President,

President-elect, Secretary, and Treasurer, who will serve during their respective tenures of office, and the Past-President, who will serve for the two years immediately following.

Section 2. Functions. The Executive Committee is empowered to act on matters pertaining to the Association in between the regular meetings of the Association. A majority vote will hold. The membership shall be informed by the President of all actions taken by the Executive Committee. All disbursement of funds is to be approved by the Executive Committee. The Executive Committee shall be responsible for the verification of eligibility for membership and shall maintain a list of all members and current institutional representatives. The Executive Committee shall appoint annually an Audit Committee of members which will be responsible for auditing all accounts for the year. The Executive Committee shall annually appoint a Nominating Committee of members whose responsibility is to prepare a slate of candidates for all vacant elective offices. Other Committees may be appointed as needed.

Article VII – Dues

Section 1. Annual dues for the forthcoming year are to be determined at the final meeting of the Association during the Academic year.

Section 2. The dues are payable October 1 of each academic year.

Section 3. Members who have not paid the annual dues by the close of the academic year will lose voting rights and other privileges of membership. Restoration to full membership may be obtained by paying the amount in arrears.

Section 4. No institutional representative may serve as an officer of the Association or as a member of the Executive Committee if the institution he or she represents has dues outstanding.

Section 5. General Fund. The General Fund of the Association shall consist of the income from the receipt of dues from members and any other income which may accrue to the Association.

Section 6. Budget. An annual budget must be presented by the President and approved by the Executive Committee.

Section 7. Disbursement of Funds. All monies paid to the General Fund of the Association shall be supervised by the Treasurer. Monies shall be disbursed according to the approved annual budget. All non-budgeted expenditures must be approved by the Executive Committee.

Section 8. Financial Reports. An annual report of the General Fund, including income and expenditures for the fiscal year, shall be prepared by the Treasurer for presentation at the Annual Meeting and submission as part of the Annual State Activity Report to AACTE.

Article VIII – Vacancies

If a vacancy occurs in any of the offices or on the Executive Committee, an eligible member is to be elected for the unexpired term by the Association at its next meeting.

Article IX – Quorum

A quorum shall consist of one third of the voting members.

Revisions approved by the membership on