

Teacher Education Council (T-E-C) Bylaws

ARTICLE I - Purposes

The Teacher Education Council (T-E-C) functions in an advisory capacity to the president through the designated head of the teacher education unit and the vice president for academic affairs. Composed primarily of representatives of each teacher education program, the T-E-C is charged with the responsibility of supporting and assisting the head of the teacher education unit in:

1. Ensuring necessary and productive dialogue between and among faculty in teacher education programs across the college.
2. Facilitating the delivery, assessment, evaluation, and development of teacher education curricula.
3. Monitoring admission requirements to teacher education programs.
4. Recommending standards for faculty in teacher education programs and for professionals with whom teacher candidates work in the schools.
5. Communicating both general and specific recommendations for teacher education program improvements to the unit head.

ARTICLE II - Governance

- A. Membership
 1. Faculty representatives - Faculty representation on the T-E-C shall be composed of one representative from each department with teacher education program(s). Members shall be selected to two-year staggered terms by whatever internal means the departments establish.
 2. Unit head - The president of the college shall designate the unit head for all teacher education programs at the college. The unit head will serve on the T-E-C ex officio and without vote.
 3. Ex officio members - The three faculty deans (or designees), the associate vice president for undergraduate studies, the graduate dean, the teacher certification officer, and the NCATE coordinator will serve on the council ex officio and without vote.
- B. Chair - The council will elect a chair and a vice chair for a two-year term from among T-E-C members. The chair/vice chair election for the ensuing term will be held during the last scheduled T-E-C meeting every other spring semester.
- C. Executive committee - There shall be a five-member executive committee composed of the chair, vice chair, and three members (one from each deanship) elected from the T-E-C membership every two years.
- D. Committees - The chair of the T-E-C is authorized to establish committees and task forces and appoint members as circumstances warrant. Each committee/task force shall be provided with a specific charge, with the assignment not to exceed two years unless a proposal to extend its term is approved by T-E-C. In making appointments to committees, the T-E-C chair will ensure even distribution of representatives from the three college faculties.

ARTICLE III - Responsibility of the Council and Limitations on Authority

The purpose of the T-E-C is to ensure systematic and regular dialogue among and between all faculty in teacher education programs collegewide. In addition, the council will advise the unit head on matters related to teacher education curriculum, standards, programming, and personnel. Nothing, however, in these bylaws, either explicit or implied, shall serve to limit the responsibility or authority of the academic departments, nor shall these bylaws in any way limit the responsibility or authority of the College Senate or other existing college governance structures. Furthermore, it shall be understood that the T-E-C has no authority to engage in actions contrary to procedures or policies delineated in any formally approved collective bargaining agreement or approved as official college policy (e.g., published in the *Directory of Policy Statements*).

ARTICLE IV - Meetings

- A. The T-E-C will meet at least three times each year, at least once each semester. Dates of meetings will be announced in the college *Bulletin* at the beginning of each academic year. Meetings will be called and scheduled by the chair, with the agenda being established collaboratively between the chair, vice chair, and unit head. Meeting announcements and agenda must be distributed to T-E-C members at least 10 days in advance of meetings.
- B. Any five voting members of the T-E-C can call a special meeting upon demand through petition. Said petition must be accompanied by a proposed agenda.

ARTICLE V - Amendments to Bylaws

Any member of the T-E-C may prepare/present a proposed amendment to the bylaws. Proposals must have been presented in writing to T-E-C members at least 21 days prior to a scheduled meeting. A summary of said proposal must be distributed to all faculty in teacher education programs with the meeting announcement and agenda. Adoption of amendments to bylaws requires a majority of the eligible voting membership.