

BYLAWS OF THE MICHIGAN ASSOCIATION OF COLLEGES FOR TEACHER EDUCATION
(As amended April 1, 2005)
(Amendments subject to approval by
American Association of Colleges for Teacher Education)

ARTICLE I - MEMBERSHIP

A. Regular Members

Section 1 - Eligibility

All schools, colleges, and departments of education (SCDE's) from regionally accredited colleges and universities in Michigan whose institutions are members of the American Association for Teacher Education (AACTE), are engaged in the preparation of professional school personnel, and have state program approval, are eligible for regular membership. Each institution is responsible for the manner of selecting its representatives, the number to be determined as set forth in Section 2.

Section 2 - Number of Representatives

a. The representatives from each of the regular member institutions shall come from the SCDE of that institution and be selected in the manner prescribed by that institution.

b. The number of representatives from each member institution shall be determined by the Board of Directors based on the number of SCDE faculty and student enrollment in teacher certification programs.

c. The chief administrative officer of each SCDE shall notify the Executive Secretary of MACTE not later than December 1st of each year of any changes in the list of representatives from that unit.

Section 3 - Regular Voting Members

Each official MACTE representative from regular member institutions shall have one vote.

Section 4 - Membership Year

The membership year shall be from July1 to June 30.

Section 5 - Dues

The annual dues for regular membership shall be levied in accordance with a schedule of dues formulated by the Board of Directors and approved by the membership. These dues shall be proportional to the number of MACTE representatives from the institution.

B. Associate Members

Section 1 - Eligibility

a. All SCDE's from regionally accredited colleges and universities in Michigan with MDE-approved teacher preparation programs and whose institutions are AACTE- eligible but are not AACTE members are eligible for associate membership in the MACTE. Each associate member is entitled to the number of representatives determined by the Board of Directors based on the number of faculty in Education and student enrollment in teacher certification programs.

b. All SCDE's from regionally accredited colleges and universities in Michigan who have received "preliminary approval" from MDE to offer at least one teacher preparation program and are AACTE-eligible, whether or not they belong to AACTE, are eligible for associate membership in the MACTE. Each associate member is entitled to the number of representatives determined by the Board of Directors based on the number of faculty in Education and student enrollment in teacher certification programs.

c. Applications for associate and affiliate memberships shall be made to the Board of Directors at least two months before the Annual meeting. A simple majority of the voting representatives at the Annual Meeting is required for acceptance.

Section 2 - Membership Year

The membership year shall from July 1 to June 30.

Section 3 - Dues

The dues for associate membership shall be levied in accordance with a schedule of dues formulated by the Board of Directors and approved by the membership.

C. Affiliate Members

Section 1 - Eligibility

a. All two-year, regionally accredited colleges in Michigan with at least one formal articulation agreement in teacher preparation with a four-year regionally accredited college or university MDE-approved teacher preparation program and who are eligible for AACTE Associate membership are eligible for affiliate membership in the MACTE. Each affiliate member is entitled to the number of representatives determined by the Board of Directors based on the number of faculty in the articulated Education program or programs.

b. Applications for associate and affiliate memberships shall be made to the Board of Directors at least two months before the Annual meeting. A simple majority of the voting representatives at the Annual Meeting is required for acceptance.

Section 2 - Membership Year

The membership year shall from July 1 to June 30.

Section 3 - Dues

The dues for affiliate membership shall be levied in accordance with a schedule of dues formulated by the Board of Directors and approved by the membership.

ARTICLE II - VOTING RIGHTS

A. Regular Members

Regular member representatives have full voting privileges on all matters.

B. Associate Members

Associate member representatives will have voting privileges on all except AACTE matters, governance issues, and membership decisions.

C. Affiliate Members

Affiliate member representatives will not have voting privileges.

ARTICLE III - OFFICERS

A. Elected Officers

Section 1. President-Elect, President, Past President

A president-elect shall be elected every other year (even numbered years). The president-elect will serve one year in that capacity, followed by two years as president and one year as immediate past-president.

Section 2 - Treasurer.

A treasurer shall be elected every other year for a two-year period.

Section 3 - Eligibility and Selection

All officers and Board of Directors members shall be chosen from representatives of regular member institutions by the voting representatives.

B. Officers' Terms of Office

The term of the elective officers of the association shall be from the first day of July until the last day of June of the following year except in cases of the president and the treasurer whose terms

shall be for two years.

C. Duties of Officers

Section 1 - President.

The president shall preside at all Board meetings, the Annual Meeting, and special meetings of the association, The president shall serve as a member of the Board of Directors. The president, in consultation with the executive secretary, shall submit an annual budget to the Board of Directors.

Section 2 - President-Elect

The president-elect will succeed to the presidency. If for any reason the president cannot fulfill the duties of that office, the president-elect will assume these duties.

Section 3 - Treasurer. The treasurer will be bonded, will supervise all monies paid into and out of the General Fund, and will prepare a financial report for presentation at the Annual Meeting of the MACTE.

ARTICLE IV - BOARD OF DIRECTORS

A. Composition

The Board or Directors shall consist of nine regular voting members which shall include the president, president-elect or past president, treasurer, and executive secretary. Board members shall represent public and independent colleges/universities. The Board shall also reflect the diversity in student enrollment in SCDE's.

B. Term of Office

The term of office for members of the Board of Directors shall be three years. Board members are eligible for re-election.

C. Meetings

Section 1. Number/Mode/Notice of meetings.

a. The Board of Directors shall hold a minimum of four (4) meetings a year (may include electronic or teleconferenced meetings as deemed necessary) and special meetings as necessary on dates established by the Board.

b. MACTE representatives shall be notified in writing well in advance of the agenda, date, time, and place of a Board meeting.

Section 2. Conduct of the Meetings.

a. Items for the agenda shall be sought from the members.

b. Board meetings are to be open to all members.

c. Board approval is required for the dispersal of all funds.

Section 3 - Powers and Duties

a. The Board of Directors shall develop and implement policy and must approve the budget and plans for the Annual Meeting. The Board shall be responsible for verification of eligibility for membership and shall maintain a list of all members and current institutional representatives. The Board may appoint an Executive Secretary and such other staff as may be necessary to carry out the business of the Association.

b. The treasurer shall present the Board of Directors with an audited report of the organization's finances on a yearly basis.

c. The Board shall be empowered to appoint committees as needed to carry out Association assignments.

ARTICLE V - ANNUAL MEETING

There shall be an Annual Meeting of the Association at a time and place to be determined by the Board of Directors. A special meeting shall be called on petition of 25 percent of the regular member institutions with a two-week written notice of such a meeting.

ARTICLE VI - ASSOCIATION FUNDS

A. Fiscal Year

The fiscal year of the Association shall be from July 1 to June 30.

B. General Fund

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

ARTICLE VII - APPLICATION FOR MEMBERSHIP

A. Application Timing

Applications for membership in MACTE by regionally accredited higher education institutions shall be made to the Board of Directors at least two months before the annual meeting.

B. Change in Classification

An institution may request a change of classification by application to the Board of Directors.