

State Constitution of the South Carolina Association of Colleges for Teacher Education

PURPOSE

The purpose of the Association is to provide leadership in the preparation of teachers and other education personnel in the state of South Carolina.

ARTICLE I– NAME

The name of this organization shall be the “South Carolina Association of Colleges for Teacher Education.”

ARTICLE II– OBJECTIVES: The objectives of this organization shall be:

- A. To establish an effective voice for the teacher education institutions at the state level on matters of policy related to teacher education.
- B. To establish an effective communication system between the national AACTE and SCACTE.
- C. To provide a vehicle for the teacher education institutions within South Carolina to assist the national organization in:
 1. Developing and defining positions on issues of importance to teacher education.
 2. Coalescing support for national policy and activity.
 3. Supporting the programs and activities of the state associations.
- D. To provide for the interaction of teacher institutions among themselves and with other organizations for the purpose of improving teacher education.

ARTICLE III– MEMBERSHIP

- A. Comprehensive membership. All regionally accredited colleges and universities which are AACTE member institutions in South Carolina are eligible for comprehensive membership. Functions of membership shall be exercised by institutional representatives appointed in accordance with provisions in the by laws.
- B. State membership. All other regionally or state accredited colleges and universities which are non-AACTE member institutions in South Carolina are eligible for state membership.

ARTICLE IV– LIAISON RELATIONSHIPS

Liaison relationships may be established with associations and agencies with an interest in the preparation of professional school personnel.

ARTICLE V– OFFICERS

The officers of the association shall be a President, President-Elect, Treasurer, and such other officers as may be deemed necessary to be elected in accordance with the Bylaws. A Secretary shall be appointed by the President.

ARTICLE VI– BOARD OF DIRECTORS

The Board of Directors shall be elected by institutional representatives of the state unit in accordance with the requirements set forth in the Bylaws.

ARTICLE VII– MEETINGS

The association shall hold two Annual Meetings and such other meetings as may be called by the Board of Directors.

ARTICLE VIII– RULES OF ORDER

The rules of parliamentary procedure contained in Robert's *Rules of Order* (latest revision) shall govern the deliberations of this Association.

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 the 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 consist of 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. Assurance that the voting rights of comprehensive members comprise at least 51 percent of the total voting rights for the state unit.
 3. 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.
 4. Biennial review of the AACTE Board of Directors.
 5. Adoption and maintenance of a state constitution and state bylaws consistent with the nationally approved models of same.

ARTICLE XI– AMENDMENTS

- A. Proposed amendments to this constitution shall be submitted in writing to the state Board of Directors by institutional representatives. The state Board must approve the proposed amendments by a majority vote. After approval by the state Board, such proposed amendments must be mailed to all member institutions within the state unit at least two weeks before the meeting at which they are to be voted upon, or, if the vote is to be taken by mail, at least two weeks before the voting deadline.
- B. Proposed amendments will not become a part of this constitution until such proposed amendments are approved in person or by proxy by two-thirds of the members of the state unit and until such proposed amendments are approved by the AACTE Board of Directors.

ARTICLE XII– BYLAWS

Bylaws may be adopted or amended by the Board of Directors subject to a majority vote of institutional representatives from the membership at a regular or special meeting and approval of the national Board of Directors.

The foregoing Constitution was adopted August 4, 2008 through unanimous action by the following institutions.

The Constitution was accepted by letter by the following institutions:

- 1.
- 2.

Bylaws of the South Carolina Association of Colleges for Teacher Education

ARTICLE I– MEMBERSHIP

A. Comprehensive Members

1. Section 1– **Eligibility**

- a. All regionally accredited colleges and universities which are members of AACTE in South Carolina engaged in the preparation of professional school personnel, including paraprofessionals who have contact with children in the teaching-learning process, and which have state program approval are eligible for membership. Member institutions are responsible for the selection of institutional representatives
- b. Charter members will be received until the time application is made to the AACTE Board of Directors for affiliation. After that, those interested in membership should submit an application to the state Board of Directors at least two months before the next Annual Meeting.

2. Section 2– **Number of Representatives**

- a. Each member institution may appoint up to four institutional representatives.
- b. The institutional Director of Teacher Education will serve as chief institutional representative for his/her institution.

3. Section 3– **Membership Year**: The membership year shall be from January 1- December 31

4. Section 4– **Dues**

- a. The dues shall be \$150.00 per eligible institution.
- b. Dues must be paid on or before December 31.

ARTICLE II– VOTING RIGHTS OF MEMBERS

- A. **Comprehensive Members**– Comprehensive members will have full voting privileges on all matters.
- B. **Members**– State members will have voting privileges on all except national Association matters.

ARTICLE III– OFFICERS

A. Section I– **Elective Officers**

1. There shall be three elected officers: President, President-Elect, and Treasurer, and such other officers as may be deemed necessary by the officers and members of the Association. The membership may elect any qualified individual to the President-Elect position. The President-Elect will serve as the Vice-President.
2. The President and the President-Elect must be from institutions that are members of AACTE.

B. Section II– **Officers' Terms of Office**

1. Officers will serve from January 1 to December 31, but in no case will an officer's term exceed three years.
2. The President shall serve for one year; the President– Elect shall serve for one year in that office and succeed to the office of President for the ensuing year; the Treasurer shall serve for two years.

C. Section III– **Duties**

1. The President shall preside at the Board of Directors Meetings, the Annual Meetings and at special meetings. The President will be responsible for the development of all state unit policy. The President Shall submit an operational budget. The President and the immediate Past President shall serve as members of the Board of Directors for the state unit. The President shall serve as the representative to the AACTE Advisory Council of State Representatives.
2. The President-Elect shall assist the President and shall succeed to the Presidency if for any reason the President cannot fulfill the duties of that office. The President Elect will serve as a member of the Board of Directors and as a chairman of the Convention Program Committee.
3. The Treasurer will supervise all monies paid into and out of the General Fund, will prepare a financial statement for presentation at the Annual Meetings of the state unit and will serve as a member of the Board of Directors.

D. Section IV– **Appointive Office:** A Secretary shall be appointed by the President from the institutional representatives.

ARTICLE IV– BOARD OF DIRECTORS

A. Section 1– **Composition:** The Board of Directors shall consist of eight (8) voting members: The President, President– Elect, Treasurer, Secretary, Past President, two institutional representatives, and an affiliate from the State Department of Education.

B. Section 2– **How Elected**

1. So far as possible, the Nominations and Elections Committee shall give consideration to representation from all geographic areas and from all types of institutions.
2. No more than one representative from a given institution may be elected to the Board of Directors with the exception of the officers.

C. Section 3– **Term of Office:** The institutional representatives on the Board shall serve for three-year terms, one being replaced each year.

D. Section 4– **Powers and Duties**

1. The Board of Directors shall carry on the business of the Association between meetings; shall develop an implement policy and must approve the budget and plans for the Annual Meetings.
2. The Board shall be responsible for the verification of eligibility for membership and shall maintain a list of all members and current institutional representatives.
3. The Board shall appoint annually an Audit Committee of members who will be responsible for auditing all accounts for the year.
4. The Board shall appoint annually a Nominating and Elections Committee of members whose responsibility is to prepare a slate of candidates for all vacant elective offices.
5. Other committees may be appointed as needed.

E. Section 5– **Meetings of the Board of Directors:** The Board or Executive Committee shall hold two (2) regular meetings each year and special meetings as necessary on dates established by the Board.

ARTICLE V– ANNUAL MEETING

There shall be two Annual Meetings of the Association at a time and place to be determined by the Board of Directors or Executive Committee.

ARTICLE VI– FINANCES

- A. Section 1– **Fiscal Year:** The fiscal year of the Association shall be from January 1 through December 31.
- B. Section 2– **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.
- C. Section 3– **Budget:** An annual budget must be presented by the President and approved by the Board of Directors.
- D. Section 4– **Disbursement of Funds**
 - 1. 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.
 - 2. All non-budgeted expenditures must be approved by the Board of Directors or Executive Committee.
- E. Section 5– **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.