**STATE CONSTITUTION**

**of the**

**MONTANA ASSOCIATION OF COLLEGES FOR TEACHER EDUCATION (MTACTE)**

**PURPOSE**

The purpose of this Association is to stimulate improvement in the education of professional school personnel in Montana.

**ARTICLE I - NAME**

The name of this organization shall be the “Montana Association of Colleges for Teacher Education” (MTACTE)

**ARTICLE II - OBJECTIVES**

The objectives of this Association shall be:

1. To establish an effective voice for educator preparation providers at the state level on matters of policy related to educator preparation.
2. To establish an effective communication system between the national AACTE and state units of educator preparation.
3. To provide a vehicle for educator preparation providers within the state:

1. To assist the national organization in developing and defining positions on issues of importance to educator preparation.

2. To assist the national organization in coalescing support for national policy and activity relative to educator preparation.

1. To provide for the interaction of educator preparation providers among themselves and with other organizations for the purpose of improving educator preparation.

**ARTICLE III - MEMBERSHIP**

1. Regular Membership. All regionally accredited colleges and universities in Montana which have EPP state program approval and are AACTE member institutions and are eligible for regular membership. Functions of membership shall be exercised by institutional representatives appointed in accordance with provisions in the Bylaws.
2. Associate Membership. All other regionally accredited colleges and universities which are non-AACTE member institutions in Montana are eligible for associate membership. Functions of membership shall be exercised by institutional representatives appointed in accordance with provisions in the Bylaws.
3. Affiliate Membership. Associations, agencies and individuals with an interest in the preparation of professional school personnel will be eligible for affiliate membership in Montana.

**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 Past President, President, President-elect, and a Secretary and such other officers as may be deemed necessary to be elected in accordance with the Bylaws.

**ARTICLE VI - BOARD OF DIRECTORS**

The Board of Directors shall be shall be comprised of the chief institutional representatives from each regular and associate member institution of higher education and representatives from other member educational organizations in accordance with the requirements set forth in the Bylaws.

**ARTICLE VII - MEETINGS**

MTACTE shall hold an Annual Meeting 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 - NONPROFIT STATUS**

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

**ARTICLE X - AFFILIATION**

MTACTE shall be affiliated with the American Association of Colleges for Teacher Education in accordance with policies established by its national Board of Directors. The policies shall include but not be limited to the following:

1. For purposes of obtaining affiliation the state unit membership shall consist of at least two-thirds of the AACTE member institutions in the state.
2. Continuance of affiliation shall be contingent upon:
3. Maintaining a membership of at least two-thirds of the AACTE member institutions in the state.
4. Assurance that the voting rights of regular members comprise at least 51 percent of the total voting rights for the state unit.
5. 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.
6. Biennial review by the AACTE Board of Directors.

**ARTICLE XI - AMENDMENTS**

Proposed amendments to this Constitution shall be submitted in writing to the state Board of Directors by institutional representatives; such proposed Amendments must be e-mailed to all member institutions at least two weeks before the meeting at which they are to be voted upon; if approved at the meeting, they shall be then sent to all authorized institutional representatives by e-mail ballot, with a two-thirds majority of the ballots cast and approval of the national Board of Directors necessary for acceptance.

**ARTICLE XII - BYLAWS**

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

The foregoing Constitution was adopted January 27, 2017 through unanimous action by the following institutions:

University of Montana-Missoula Carroll College

University of Montana-Western Rocky Mountain College

Montana State University-Bozeman Stone Child College

Montana State University-Billings Salish Kootenai College

Montana State University-Northern University of Great Falls

**BYLAWS**

**of the**

**MONTANA ASSOCIATION OF COLLEGES FOR TEACHER EDUCATION (MTACTE)**

**ARTICLE I - MEMBERSHIP**

1. **Regular Members**

**Section 1 - Eligibility**

All regionally accredited colleges and universities in Montana which are members of AACTE engaged in the preparation of professional school personnel, and which have state program approval are eligible for regular membership. Regular member institutions are responsible for the selection of institutional representatives, number to be determined as set forth in Section 2.

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 MTACTE Board of Directors at least two months before the next Annual Meeting.

**Section 2 - Number of Representatives**

The number of representatives of each regular member institution shall be two.

**Section 3 - Voting Membership**

The two institutional representatives from regular member institutions are voting members.

**Section 4 - Membership Year**

The membership year shall be from July 1 to June 30.

**Section 5 - Dues**

The dues for regular membership shall be $0 per year with voting privileges.

1. **Associate Members**

**Section 1 - Eligibility**

All other regionally accredited colleges and universities in Montana, which are non-AACTE member institutions will be eligible for associate membership in MTACTE. Associate member institutions are responsible for the selection of an institutional representative, number to be determined as set forth in Section 2.

Application for membership should be made to the MTACTE Board of Directors at least two months before the Annual Meeting. A majority vote of regular and associate member institutional representatives present at the Annual Meeting is required for acceptance.

**Section 2 - Number of Representatives**

The number of representatives of each associate member institution shall be one.

**Section 3 - Voting Membership**

The representative from associate member institutions will be a voting member on all except national Associational matters.

**Section 4 - Membership Year**

The membership year shall be from July 1 to June 30.

**Section 5 - Dues**

The dues for associate membership shall be $0 per year with voting privileges on all except national Associational matters.

1. **Affiliate Members**

**Section 1 - Eligibility**

Associations, agencies and individuals with an interest in the preparation of professional school personnel will be eligible for affiliate membership in Montana. Affiliate member associations or agencies are responsible for the selection of a representative, number to be determined as set forth in Section 2.

Application should be made to the MTACTE Board of Directors at least two months before the Annual Meeting. A majority vote of regular and associate member institutional representatives present at the Annual Meeting is required for acceptance.

**Section 2 - Number of Representatives**

The number of association or agency representatives of each affiliate member shall be one.

**Section 3 - Voting Membership**

The representative of the affiliate member will have no voting privileges.

**Section 4 - Membership Year**

The membership year shall be from July 1 to June 30.

**Section 5 - Dues**

The dues for affiliate membership shall be $0 a year with no voting privileges.

**ARTICLE II - VOTING RIGHTS OF MEMBERS**

1. **Regular Members**

Regular members will have full voting privileges on all matters.

1. **Associate Members**

Associate members will have voting privileges on all except national Associational matters.

1. **Affiliate Members**

Affiliate members will have no voting privileges.

**ARTICLE III - OFFICERS**

**Section 1 - MTACTE Officers**

There shall be four officers: Past President, President, President-elect, and Secretary and such other officers as may be deemed necessary. These officers shall be elected from authorized representatives of regular or associate member institutions. They will serve in these positions for the term of one year, with the President moving into the position of Past President, and the President-elect moving into the position of President the year following his/her service. In addition, the President shall be an official institutional representative to the national AACTE. MTACTE officers will be elected in time to take office by July 1.

**Section 2 - Officers' Term of Office**

1. The President shall be elected to a one year term. The President shall preside at Board Meetings, the Annual Meeting and at special meetings. The President shall serve as a member of the Board of Directors and shall serve as the state liaison representative to AACTE. The President will be responsible for the development of policy.
2. The immediate Past President shall serve as a member of the Board of Directors for a one year term in the year following his/her service as President.
3. The President-elect shall be elected to a one year term and serve as Program Chairperson to plan for the Annual Meeting. The President-elect will serve as a member of the Board of Directors. The President-elect will succeed to the Presidency if for any reason the President cannot fulfill the duties of that office.
4. The Secretary shall be elected for a two year term and serve as a member of the Board of Directors. The Secretary shall keep official minutes of all meetings and send other records as may be required.

**ARTICLE IV - BOARD OF DIRECTORS**

**Section 1 - Composition**

The Board of Directors shall consist of the MTACTE Officers (President, President-elect, Past President, and Secretary) and institutional representatives from regular member institutions and associate member institutions as shall be deemed necessary.

**Section 2 - Terms of Office**

The terms of office of the institutional representatives from regular and associate member institutions Board of Directors shall be two years.

**Section 3 - Powers and Duties**

The Board of Directors shall develop and implement policy and must approve the 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 staff as may be necessary to carry out MTACTE business.

The Board shall also appoint a Nominating and Elections Committee of members whose responsibility is to prepare a slate of candidates for all vacant elective offices.

Other committees may be appointed as needed.

**Sect ion 4 - Executive Committee of the Board**

An Executive Committee of the Board of Directors may be established to carry on MTACTE business between meetings.

**Section 5 - Meetings of the Board of Directors**

The Board shall hold two regular meetings each year and special meetings as necessary on dates to be established by the Board.

**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.

**ARTICLE VI - FINANCES**

Any costs incurred by association activities will be shared by the regular and associate member institutions, as determined by the Board of Directors.