



AECT TEACHER EDUCATION DIVISION By-Laws

I. Name and Affiliation

The name of this organization shall be the Teacher Education Division of the Association for Educational Communications and Technology (hereafter AECT).

As a division of AECT, Teacher Education is fully subject to the policies of the Association.

II. Purpose and Function

The purpose of the Teacher Education Division is to represent those members of AECT whose interest is in the promotion of theory, research, and practice in support of the development of knowledge, skills, and dispositions of teacher educators who create effective learning environments for diverse learners through the integration of technology.

The function of the Teacher Education Division is to create a professional community for its members. Through use of online discussion and face-to-face conferences and workshops, the Teacher Education Division members have the opportunity to share professional experiences and learn from the experts in the field.

III. Membership

Any AECT member who designates interest in the Teacher Education Division upon joining the association will be a member of the division.

IV. Offices and governance

Board of Directors

The Teacher Education Division Board shall be comprised of all officers (President, Past-President, President-Elect, Vice-President for Communications and AECT Board Representative) and the two TED Board Members-at-Large.

Executive Committee

The Executive Committee shall be comprised of the President, Past-President, President-Elect, and AECT Board Representative.

Officers

The division officers shall include President-Elect, President, Past-President, Vice-President for Communications and AECT Board Representative. Major areas of responsibility include the following:

- ◆ The President-Elect shall be responsible for chairing the division convention planning activities.
- ◆ The President shall conduct all business, meetings, and other tasks relating to division activity within AECT.
- ◆ The Past-President shall be responsible for elections of officers and board members. The Past-President shall present the nominated slate of officers to the Executive Committee for majority confirmation 60 days prior to the AECT designated deadline for the start of Association elections. The Past-President shall identify and serve as Chair of the Awards Selection Committee. The Past-President shall present the names of all award winners to the Executive Committee for acknowledgement prior to announcement of the recipient names to the AECT Board.
- ◆ The Vice-President for Communications shall act as the Teacher Education Division Webmaster and Division Secretary responsible for updating, maintaining and facilitating the division's electronic communication tools and recording and distributing the Division's meeting minutes.
- ◆ The Vice-President for Communications shall be responsible for chairing the Division's Subcommittee for Communications. Need for the subcommittee shall be determined at the discretion of the Vice-President for Communications.
- ◆ The Division AECT Board Representative shall act as the Teacher Education Division's representative to the AECT Board and post a quarterly report to the Division website of the AECT Board's activities that are pertinent to the division members.

Board Members-at-Large

The Board of Directors shall include two members-at-large elected from the division membership annually to a one-year term. TED members-at-large

may serve any number of consecutive terms, but must run for the office each year.

Election process

Election of a President-Elect and Members-at-Large shall be conducted online within the election timeline established by the Association. Nominees may be self-selected or identified by any Teacher Education Division member. Candidates for President-Elect must commit to serving a 3-year term through the cycle of President-Elect, President, and Past-President. All nominations shall be confirmed by the Executive Committee prior to being posted on the AECT website for a four-week period. Announcement of election results shall be posted on the AECT website and the Teacher Education Division listserv according to the timeline established by the Association at the conclusion of annual elections.

The AECT Board Representative election shall be conducted during the Association and division election schedule every three years, beginning with fall 2001.

Meetings of the Board

The Teacher Education Division Board shall meet annually at the AECT Convention. Conference meetings shall also be scheduled at least once per quarter through the year. All business of the Board may be conducted electronically, by telephone conference call or online. All the Teacher Education Division Board meetings shall be open to any member. An agenda shall be developed by the President and distributed to all the Teacher Education Division members before any meeting. Notes from all conference calls and meetings shall be posted by the Vice-President for Communications to the Teacher Education Division listserv and website within 30 days of the event.

Meetings of the Membership

The Teacher Education Division members shall meet annually at the AECT convention.

Committee Leadership

The Board of Directors shall be responsible for conducting the process for selection of the winner of any annual Teacher Education Division award. The Past-President shall be the chair of this committee.

The Vice-President for Communications shall be responsible for creating division records and artifacts, posting to online venues, to ensure that the history of the organization is preserved for future reference.

Selection of Award Recipients

The Awards Selection Committee shall be comprised of the elected members-at-large, the President, and the Past-President, to judge nominees and select award recipients. The Past-President shall chair the Committee. All members of the Awards Selection Committee will be voting members unless they are a nominee for an award. In such a case, the Past-President will identify a TED member to replace the nominee on the Committee.

V. By-Laws revisions

By-Laws language shall be presented by the Executive Committee to the Teacher Education Division membership for approval and posting to the AECT and TED websites, with discussion opportunities and notification provided via the Teacher Education Division listserv. Adoption of By-Laws and/or revisions shall occur at the annual membership meeting at the AECT convention.

Updated October 1, 2006

[Revisions proposed 8.31.06__adopted by the TED membership at the 2006 Dallas, TX division meeting.]