

**THE UNIVERSITY OF NORTH CAROLINA
ACADEMY OF DISTINGUISHED TEACHING SCHOLARS BYLAWS**

ARTICLE I — NAME

The name of this organization shall be The University of North Carolina at Chapel Hill Academy of Distinguished Teaching Scholars.

ARTICLE II — MISSION AND ACTIVITIES

The mission of the Academy is to promote and recognize excellence in teaching and to enhance the climate for continuous improvement in learning and scholarship at the University of North Carolina at Chapel Hill. Toward this end, the Academy will:

1. Identify long-term initiatives that address emerging fields and promote interdisciplinary education and scholarship;
2. Serve as an advocacy group to recognize excellence in teaching and promote efforts to improve teaching;
3. Develop financial resources to promote and recognize excellence in teaching; and
4. Engage in outreach beyond the University to communicate information on issues of topical interest, to demonstrate the importance of excellent teaching at the University, and to foster interest in teaching as a career.

ARTICLE III — ACADEMY MEMBERSHIP

All campus-wide teaching award winners are invited to join the Academy. Eligible members include tenured and tenure track faculty, instructors and lecturers, graduate student teaching assistants, and other teaching and mentoring award winners. Award winners who accept the invitation become members for the duration of their association with the University of North Carolina at Chapel Hill. Members may terminate their membership by notifying the President of the Academy.

ARTICLE IV — OFFICERS

The officers of the Academy shall be a president, a president-elect, a secretary, and a treasurer. The officers shall be elected in each odd numbered year, to two-year terms by vote of the Academy's members.

The responsibilities and duties of the Academy's officers shall be as follows:

a. President

The President shall call meetings of the Academy and its Executive Committee; shall preside at all Academy and Executive Committee meetings; shall administer the program of the Academy; shall serve as primary liaison with the Provost, Chancellor, and Faculty Council; shall prepare an annual report, program plan, and (in collaboration with the Treasurer) the annual budget for the coming year for submission at an annual meeting of the Academy; and shall perform such other duties as are customary to the office.

b. President-Elect

The President-Elect shall be responsible for organizing all Academy meetings in collaboration with the Secretary; shall act in the absence or incapacity of the President at any duly called Executive Committee meeting or Academy meeting; and may represent the Academy by designation of the President.

c. Secretary

The Secretary shall keep minutes of all Academy and Executive Committee meetings; shall send out notices of meetings and assist the President-Elect in organizing Academy and Executive Committee meetings; shall maintain Chapter membership records; shall assist the nominating committee in conducting elections; and shall (at the end of his or her term) pass on to the new Secretary a notebook containing all minutes recorded during his or her term of office along with Academy archives and membership records.

d. Treasurer The Treasurer shall receive monies from the UNC Administration and other sources; shall assist the President in preparing a budget; shall keep all financial records; shall prepare a year-end financial

statement of the current financial condition of the Academy and year-long summaries of income and expenditures; and shall (at the end of his or her term) pass on to the new Treasurer the financial records. The year-end financial statement shall be reviewed and approved by the Executive Committee and included by the Secretary in the year's minutes. The Treasurer shall perform such other duties as are customary to the office.

ARTICLE VI. STANDING COMMITTEES

a. There shall be four standing committees to facilitate the mission of the Academy:

Advocacy for Educational Initiatives

Advocacy for Excellent Teaching

Development of Financial Resources to Promote and Recognize Excellence in Teaching

Outreach Activities

Additional standing committees may be organized by the Academy upon the vote of a majority of Academy members. Academy membership shall also decide whether to abolish an existing standing committee, change its name, or adjust its purpose through amendment of these by-laws.

b. Advocacy for Educational Initiatives

The Standing Committee for Advocacy for Educational Initiatives shall be responsible for Academy participation in identifying and developing long-term educational initiatives that address emerging interdisciplinary fields of education within the University. It shall promote exchange between excellent teaching scholars across disciplines and University divisions, and the integration of teaching, research, service, and learning scholarship.

c. Advocacy for Excellent Teaching

The Standing Committee on Advocacy for Excellent Teaching shall be responsible for advocating and promoting excellence in teaching (coordinating with the Center for Teaching and Learning); promoting sufficient and appropriate consideration of teaching excellence in deciding faculty rewards, including promotions; and promoting adequate resources in support of the undergraduate, graduate, and professional teaching mission of the University. The Committee shall ensure Academy support for and encourage member participation in mechanisms for selecting UNC-wide teaching awardees and distinguished professors. The Committee shall promote mechanisms for information and skill transfer between experienced, excellent teachers and new faculty and student teachers; including assisting graduate students in appreciating and learning the art of teaching, working in collaboration with the Graduate School. Advocacy shall be directed to the University administration, faculty, graduate student teaching assistants, students, and other persons and groups associated with the University

d. Development of Financial Resources to Promote and Recognize Excellence in Teaching The Standing Committee on the Development of Financial Resources shall be responsible for working with the University's development office to raise monies devoted to recognizing excellent teaching, financing faculty leave for teaching endeavors, establishing permanent chairs that recognize excellence in teaching, increasing the prizes for awards for excellent teaching by faculty and student teachers, including those who teach graduate students; and otherwise supporting the teaching mission of the University.

e. Outreach Activities

The Standing Committee on Outreach Activities shall be responsible for bringing the Academy's advocacy of excellence in teaching and recognition of the importance of the teaching mission to citizens, high school students and teachers, public officials, public interest groups, and others outside of campus. It shall support faculty initiatives to communicate information on issues of topical interest to citizens outside the campus and to provide career guidance to young persons potentially interested in teaching as a career.

f. Organization of Standing Committees

The Standing Committees are working committees consisting of the Chair, who is elected, and members of the Academy who have a particular interest in the work of that Standing Committee. Committees shall organize themselves as they see fit in order to carry out their committee's purpose.

g. Chairs of the Academy's Standing Committees are elected by the Academy membership and sit on the Executive Committee (See ARTICLE VII below). They shall be responsible for recruiting members to work on their committees in pursuit of the committee responsibilities

ARTICLE VII — EXECUTIVE COMMITTEE

a. Composition

The Executive Committee shall consist of the Officers and the Chairs of the Standing Committees, all of whom shall participate in the Executive Committee voting.

b. Duties and Responsibilities

The Executive Committee's responsibilities shall be to help the Academy promote and recognize excellence in teaching and to advance the art of teaching and the recognition of the importance of excellent teaching within the University. Accordingly, the Executive Committee shall, among other responsibilities:

- i. Adopt an annual program plan and supporting budget;
- ii. Report at Academy meetings all business which is acted upon or considered between Academy meetings;
- iii. Put into effect the votes of the Academy;
- iv. Review the reports of standing committees and other committees; request further study, information or clarification of such reports; and transmit such reports to the Academy, with or without recommendations of the Executive Committee;
- v. Recommend to Academy membership, on a majority vote of the Committee, positions on teaching and learning issues;
- vi. Recommend to the Academy membership, on a majority vote of the Committee, the removal of Academy Officers or Standing Committee Chairs for malfeasance, misfeasance, or incapacity.

c. Meetings

Meetings of the Executive Committee shall be called by the president or by a majority of the Committee members. There shall be, in each year, at least four meetings of the Executive Committee. The presence of a majority of the members of the Executive Committee shall constitute a quorum for the transaction of business at meetings of the Committee and a majority vote of those present or represented by proxy is necessary for the approval of business.

The Executive Committee members can submit written proxy votes on any issue to be decided by the Committee if they cannot attend the Committee meeting.

The President may call emergency meetings of the Executive Committee when necessary and may poll Executive Committee members by telephone or otherwise to achieve majority consensus. Executive Committee members polled shall provide the Academy Secretary with a written statement of their vote.

ARTICLE VIII — ACADEMY MEETINGS

There shall be at least one meeting of the Academy in each semester (not including summer school) Additional meetings may be called at the request of the President with the agreement of the Executive Committee. Notices of all meetings of the Academy shall be mailed to all members.

ARTICLE IX — QUORUMS AND VOTING

All members of the Academy are eligible to vote on Academy affairs. A quorum for a valid vote on Academy affairs shall be those attending a duly called Academy meeting. In a mail vote, returns from 25

percent of eligible voters shall constitute a quorum. A period of fifteen days from the date of mailing shall be allowed for return of ballots.

A majority vote will be required for action in Academy meetings and in mail votes except for amendment to these by-laws, in which case a two-thirds vote is necessary.

ARTICLE X — ELECTIONS

a. Nominations and Election Schedule

The President shall appoint, and the Executive Committee approve, a nominating committee and teller committee. Any member of the Academy is eligible to hold office or be chair of a standing committee. The nominating committee shall announce the academy officer and standing committee chair nominations and the anticipated date of ballot mailing at least 30 days prior to the mailing of ballots. The name of any member of the Academy eligible to hold office shall be placed on the ballot by the Secretary upon receipt of a petition signed by not less than 15 members eligible to vote and received at least 10 days in advance of the mailing of ballots. The nominating committee shall mail ballots to Academy members at least 30 days before the fall semester meeting. Academy members will have 15 days to mail their marked ballots to the teller committee.

b. Teller Committee

The teller committee shall determine the results of the ballot and shall notify the Academy President , Executive Committee members, and all candidates of the outcome. The teller committee shall announce the results at the fall semester meeting and in the next general mailing to members. The teller committee shall consist of not less than three members appointed by the President.

c. Terms of Office

The terms of office of Officers and Standing Committee chairs shall begin with the close of the fall semester meeting in each odd numbered year and shall end at the close of the Fall semester meeting two years hence. All officers and Standing Committee chairs shall hold office until their successors take office. If a vacancy in the office of President occurs between elections, the President-Elect shall serve as President for the remainder of the term. If a vacancy occurs between elections for any other office or standing committee chair, the President shall appoint and Executive Committee approve a member to serve until the next election.