BYLAWS
of the
TEACHING ACADEMY
of
TEXAS TECH UNIVERSITY
(proposed January 2019, adopted January 25th, 2019)

ARTICLE I – NAME

The name of this organization is the Texas Tech University Teaching Academy, which is referred to informally as the "Teaching Academy."

ARTICLE II – MISSION

The mission of the Teaching Academy is to advocate for teaching excellence, promote service related to the university's teaching mission, and share knowledge about teaching strategies and their implementation.

ARTICLE III – MEMBERSHIP

3.1 An applicant for the Teaching Academy must meet the following qualifications: (a) be full-time tenured or tenure-track faculty, full-time professor of practice, or full-time instructor who has been at Texas Tech University for a minimum of three years (**completed** six long semesters), (b) be nominated and seconded by current Teaching Academy members, (c) be committed to promoting teaching improvement throughout the university, and (d) possess evidence of teaching excellence at Texas Tech University.

3.2 Teaching Academy membership is limited to 20% of the teaching faculty on the Lubbock campus.

3.3 Applicants must complete the application procedure posted on the Teaching Academy website. New members are selected by the New Member Selection Committee.

ARTICLE IV – EXECUTIVE COUNCIL

4.1 Membership

4.1.1 The Executive Council is composed of 12 Teaching Academy members who are elected from the full membership of the Teaching Academy, with two representatives from the College of Arts and Sciences, one

representative from each of the remaining colleges within Texas Tech University, and one representative from the Law School. Each member shall serve a three-year term. One third of the Executive Council shall be elected each year. No member of the Executive Council shall serve consecutive full terms, with the exception of the member who is elected to be the Chair-Elect. The Chair-Elect will then fulfill the rotation as Chair-Elect, Chair, and Past-Chair before rotating off the Executive Council.

4.1.2. The immediate Past-Chair of the Executive Council and the current Director of the TLPDC will also serve as full members of the Executive Council. Both the immediate Past-Chair and TLPDC Director may concurrently serve as representatives of their respective Colleges.

4.2 Leadership of the Executive Council

4.2.1 Leadership of the Executive Council will be performed by a Chair-Elect, Chair and Past-Chair. The rotation will begin as the Chair-Elect. The term of service at each position is one year.

4.2.2 The Chair-Elect will be selected by the last meeting of the Executive Council each spring. The Past-Chair is not eligible to be the Chair-Elect.

4.2.3 The duties of the Chair-Elect, Chair, and Past-Chair are outlined in the Executive Council Standing Orders and Job Responsibilities document.

4.2.4 Should the Chair-Elect be unable to serve, a new Chair-Elect will be elected by the Executive Committee. If the Chair is unable to serve, the Chair-Elect may assume the office of Chair and a new Chair-Elect will be elected by the Executive Committee.

4.3 Executive Council Business Meetings

4.3.1 The Executive Council will have monthly business meetings during the academic school year. The Council will consider the current teaching culture across campus, methods used to evaluate and reward teaching, requests from the Provost's Office, and other appropriate issues. The Council will make recommendations to the Provost relative to the mission of the Teaching Academy and will endorse/promote programs across the campus that support the mission.

4.3.2 The staff assistant for the Teaching Academy will record minutes and submit the minutes to the Chair for presentation at the monthly business meetings.

ARTICLE V – TEACHING ACADEMY MEETINGS

The Teaching Academy will have at least two full-membership business meetings per year. The fall meeting will be conducted at the conclusion of the Teaching Academy New Member Induction and Teaching Award Ceremony, and the spring meeting will be conducted at the conclusion of the Departmental Excellence in Teaching Award ceremony.

ARTICLE VI – STANDING COMMITTEES

6.1 The Executive Council's standing committees are the New Member Selection Committee, the Departmental Excellence in Teaching Award Selection Committee and the Lawrence Schovanec Teaching Development Scholarship Selection Committee.

6.2 The standing committees consist of two representatives from the College of Arts and Sciences, one representative each of from the remaining colleges within Texas Tech University, and one representative from the Law School. The selection of the standing committees will be completed by an election from the full membership of the Teaching Academy. The nominee with the most votes received has the opportunity to accept the nomination. If they chose to decline, the runner-up has the option to accept the nomination.

6.3 Each member will serve a three-year term. No member shall serve consecutive terms. The three-year terms are staggered so that only one-third of the membership finishes their terms each year. No member of the Executive Council may serve on a standing committee. No member may serve on more than one standing committee at the same time.

6.4 Each standing committee will elect a Chair who will preside over the selection process for one year and may be elected for one additional year. The Chair is elected at the final meeting of the year for each standing committee.

6.5 The standing committees will review applications and consider the information supplied with special attention to evidence of sustained teaching excellence and a commitment to promoting teaching improvement at Texas Tech University. For any given year, all applicants will be judged by the same criteria.

6.6 The chairs of the standing committees (or designated representatives) will attend an Executive Council meeting to present the results of the selection process.

6.7 If the members of the standing committee are in consensus that the selection process could benefit from revision, the chair of that committee (or delegated representative) will present suggested revisions to the Executive Council for further action.

ARTICLE VII – AD-HOC COMMITTEES

The Executive Council may create ad-hoc committees as needed.

ARTICLE VIII – CHANCELLOR'S COUNCIL DISTINGUISHED TEACHING AWARD

A committee comprised of the Executive Council of the Teaching Academy, the president of the Faculty Senate, and a previous Chancellor's Council Distinguished Teaching Award winner (appointed by the chair of the Executive Council of the Teaching Academy) will conduct the Chancellor's Council Distinguished Teaching Award selection process and make recommendations for revising the process as specified in OP 32.13.

ARTICLE IX – PARLIAMENTARY PROCEDURE

In the absence of any provision to the contrary in the Bylaws, all business meetings of the Teaching Academy and the Executive Council, and of appointed committees, are governed by the parliamentary rules and usages contained in the current edition of Robert's Rules of Order.

ARTICLE X– AMENDMENTS

Article X Proposed amendments to these Bylaws may be initiated by any Teaching Academy member and must be submitted in writing to Executive Council. The proposed amendments may be adopted by a majority vote of the Teaching Academy Executive Council members present.

ARTICLE XI – ADOPTION

Adoption of these Bylaws was conducted using email vote sent to the entire membership.