

Bylaws for Georgia Consortium for Teaching and Learning (GA-CTL)

Article I. Purpose and Function

The Georgia Consortium for Teaching and Learning (GA-CTL) supports the educational mission of the University System of Georgia (USG) by advocating quality faculty development and strategic uses of resources that expand access, enhance student learning, and enrich opportunities for faculty and students. GA-CTL will serve as an advisory body for faculty development issues, programs, policies, and proposals that have system-wide significance and advance the USG strategic plan. The committee's purpose is to support and strengthen quality teaching and learning through the coordination of policies, and programs that support faculty development across the University System of Georgia.

GA-CTL aims to provide both a forum for discussion and development of faculty development collaborative and the exchange of information about elements of good practice across USG institutions.

As a standing advisory committee of the University System of Georgia, GA-CTL members serve important roles as the GA-CTL Campus Coordinators for their institutions.

Article II. Membership

Membership consists of one voting representative from each USG institution to be appointed by the institution's Chief Academic Officer (or his/her designee). The GA-CTL member should be the institution's primary point-of-contact who is in a position to be informed on all current and developing faculty development initiatives at his/her institution (e.g., the Director of the Teaching & Learning Center). Membership will also include an ex-officio liaison from the Office of Academic Affairs in the University System of Georgia.

Article III. Executive Committee

GA-CTL has three primary officers-the Chair, Chair-Elect, and Advisory Chair. These officers serve as the Executive Committee for the purposes of planning meetings, conducting elections, and submitting recommendations. The Executive Committee will represent sector diversity. Elections are held during the spring with service starting in July. When an office becomes vacant during a term of service, the Executive Committee shall select an appropriate representative to complete the specified term of office.

Article IV. Duties of the Executive Committee

The duties of the Chair are:

- To provide leadership for the GA-CTL Committee and the GA-CTL Executive Committee;
- To initiate and monitor all elections of officers;
- To coordinate and facilitate GA-CTL meetings;
- To convene the Executive Committee as needed;
- To serve as the point of contact with the BOR ;
- To inform GA-CTL members of system initiatives related to faculty development.

The Chair-Elect serves a three-year term as an officer of GA-CTL-one year as Chair-Elect, one year as Chair, and one year as Immediate Past Chair.

The duties of the Chair-Elect are:

- To serve on the Executive Committee;
- To compile and distribute accurate records of GA-CTL meetings to all members and to submit approved minutes for posting on the GA-CTL (USG) website;
- To facilitate the involvement of new GA-CTL members; and
- To work closely with the Chair in identifying issues and preparing agendas for GA-CTL meetings.

The duties of the Advisory Chair are:

- To serve on the Executive Committee;
- To facilitate the change in leadership upon the election of the Chair-Elect; and
- To compile and disseminate accurate records of all Executive Committee meetings.

Article V. Meetings

GA-CTL meets twice per year or as needed. The dates of meetings are circulated via the GA-CTL listserv well in advance, so that agenda items can be gathered and sent to GACTL members prior to each meeting. GA-CTL meetings may include others who have been invited by the voting delegate. Notification of an alternate is to be made to the Executive Committee two weeks prior to meetings.

Article VI. Voting

These Bylaws may be amended, when necessary, by a two-thirds majority of GA-CTL members present and voting at meeting. Proposed amendments must be submitted to the Executive Committee for review. All proposed amendments are to be distributed to the full membership prior to a vote. The Executive Committee may, for good cause, offer support or non-support for an amendment. Voting will be limited to one vote per institution by the appointed GA-CTL member or the member's designated alternate at a given meeting or electronically by the institutional representative to GA-CTL.

Article VI. Reporting

After approval by the GA-CTL membership, all minutes of meetings, reports, studies, and recommendations are to be submitted by the Chair to the Assistant Vice Chancellor of Academic Affairs in BOR office. All minutes of meetings will be posted on the GA-CTL website.

Approved, as amended, by GA Consortium of Teaching and Learning____, 2008.