**MACTE REPRESENTATION**

**SECTION I. DEFINING MACTE.**

The Minnesota Association of Colleges for Teacher Education (MACTE) is a state chapter of the American Association of Colleges for Teacher Education (AACTE). The University of Minnesota-Twin Cities has held institutional membership in MACTE since it was founded, has held a seat on the MACTE Executive Committee for the majority of that time, and has held the presidency of MACTE in the past.

MACTE provides leadership in Minnesota for state-wide policy and practices in teacher education which are effective in the education of school personnel, particularly in the state of Minnesota. As a professional organization, MACTE also hosts professional meetings that allow members to present their scholarly and practical work, engage in deliberations about pending policy, learn through collaboration, and engage with national leaders in teacher education.

MACTE is a voluntary organization comprising 31 educational institutions from all three Minnesota education systems: seven Minnesota State Colleges and Universities, three University of Minnesota campuses, and 21 independent colleges and universities. MACTE was founded in 1973 with the mission 1) to clarify and address issues in teaching and learning; 2) to promote quality teacher preparation and development; and 3) to share the collective knowledge and data of all state-approved teacher education programs.

**SECTION II. DEFINE AND IDENTIFY INSTITUTIONAL REPRESENTATION IN MACTE.**

According to MACTE Bylaws, each institutional member identifies a Chief Institutional Representative (CIR) and two Institutional Representatives (IRs) to represent the institution in MACTE.

In addition, the MACTE Executive Council (MEC) has two IRs from each of the higher education systems in the state. Standard practice within MACTE is that the University of Minnesota-Twin Cities campus holds one of the MEC positions for the University of Minnesota system.

1. Chief Institutional Representative (CIR)

1. Responsibility of the Associate Dean of Graduate and Professional Programs
2. The CIR will represent CEHD and the University of Minnesota-Twin Cities MACTE business meetings
3. Ensure that communications from MACTE about policy and practice issues related to teacher education in Minnesota and nationally are distributed appropriately to Office of Teacher Education staff and instructional faculty engaged in teacher education

2. Institutional Representatives (IRs)

1. The first IR position will be held by either the Director of the Office of Teacher Education or the Chair of the Educator Preparation Policy Council
2. The second IR position will be held by a member of the instructional faculty in teacher education
3. The IRs will represent CEHD and the University of Minnesota-Twin Cities at MACTE business meetings
4. The IRs will ensure that communications from MACTE about policy and practice issues related to teacher education in Minnesota and nationally are distributed appropriately to Office of Teacher Education staff and instructional faculty engaged in teacher education

3. MACTE Executive Council representative

1. The MEC member for University of Minnesota-Twin Cities will be nominated by the EPPC
2. The nominee must be a member of the instructional faculty in teacher education and will simultaneously hold the position of IR for the University of Minnesota-Twin Cities
3. According to MACTE Bylaws, the MEC member will serve a two year term

**SECTION III. INSTITUTIONAL REPRESENTATION AT THE MACTE BUSINESS MEETINGS.**

MACTE holds three annual business meetings: 1 Fall, 1 Winter, 1 Spring. These meetings provide up to date information on Minnesota and national policy related to teacher licensure, attend to MACTE organizational business, and provide time for the University of Minnesota caucus to meet. All elections are held at the business meeting.

The CEHD funds participation in the MACTE business meetings as part of its commitment to institutional membership in MACTE. The OTE will budget for these funds and manage the registration process. CEHD will fund the following participants in the 3 annual MACTE Business Meetings:

1. CIR (Associate Dean of Graduate and Professional Programs)
2. IR (Director of Office of Teacher Education or Chair of EPPC)
3. IR (nominated instructional faculty in teacher education)
4. Director of Office of Teacher Education or Chair of EPPC if not serving as IR
5. Licensure Officer
6. Accountability Coordinator (Board of Teaching Liaison)

**SECTION IV. MACTE PROFESSIONAL MEETINGS.**

MACTE holds two professional collaboration meetings: a two-day Congress in the Fall and a one-day Collaboration in the Spring. These meetings provide opportunities for faculty to present their scholarly and practical work, engage in deliberations about pending policy, learn through collaboration, and engage with national leaders in teacher education.

The CEHD funds participation in the MACTE professional meetings as part of its commitment to institutional membership in MACTE. The OTE will budget for these funds, announce the registration window, and manage the registration process. CEHD will fund the following participants in the 2 annual MACTE Professional Meetings:

1. Up to 3 OTE Representatives
2. Up to 4 faculty, graduate students, or administrators

In addition to these CEHD-sponsored registrations, individual members of the University of Minnesota-Twin Cities campus can register independently for the professional meetings.