By-Laws of the
Consortium for the Improvement of Professional Education
University of Oregon
(Revised and Approved 2003-2004)

ARTICLE I. Organizational Title. This Consortium is named the Consortium for the Improvement of Professional Education (CIPE), University of Oregon.

ARTICLE II: Purpose of the Consortium. The purpose of the Consortium is to bring together the various constituencies of the University of Oregon, College of Education to mutually discuss the design, evaluation, and recommendations for improving the professional education programs at the University of Oregon. The Consortium plays an integral role in the accreditation and review process of the College of Education and its academic and licensure programs.

ARTICLE III: Responsibility of the Consortium. The College of Education has responsibility and authority to govern the professional education programs. In meeting this responsibility, the COE seeks advisory recommendations from the Consortium in the development, evaluation, and improvement of professional education programs.

Section I: New programs being developed in the College of Education will seek Consortium input in the planning and development phases. Representatives of new programs will meet with the Consortium to provide information and seek input in program development. Program representatives will submit final proposals to the Consortium and obtain formal Consortium endorsement prior to submission to the University, TSPC, or any other accrediting body.
Section II: Using the College of Education Continuous Improvement System, the Consortium will review and provide feedback on each program’s performance reports as follows:

<table>
<thead>
<tr>
<th>Area of Review</th>
<th>Preparation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recruitment, Admissions and Enrollment</td>
<td>Fall --- every year</td>
</tr>
<tr>
<td>Orientation and Advising</td>
<td>Winter --- odd numbered years</td>
</tr>
<tr>
<td>Program Design</td>
<td>Spring --- every year</td>
</tr>
<tr>
<td>Program Personnel</td>
<td>Winter --- even numbered years</td>
</tr>
<tr>
<td>Leadership</td>
<td>Spring --- every year</td>
</tr>
</tbody>
</table>

Section III: In addition to program performance review, the Consortium will identify goals each year, monitor progress, and evaluate achievement.

Section IV: The Consortium may appoint individuals, committees, and/or task forces as necessary to assist with its responsibilities.

ARTICLE IV: Membership.

Section I: This Consortium is committed to a membership that reflects the diverse population of Lane Count. The Consortium is composed of representatives from the University of Oregon, College of Education, and Lane County school districts and community stakeholder agencies.

Section II: Lane County school districts and community stakeholders that partner with the College of Education to provide students with a diverse array of learning, socio-cultural, and professional practice experiences are eligible for membership on the Consortium.
Section III: Consortium membership will include a balance of community agencies, teachers appointed by school district organizations that represent teachers in bargaining matters, public school administrators, and students and faculty representing the programs of the college. Representatives to the Consortium are allocated equally from school districts, Lane ESD, community stakeholder agencies and the College of Education as follows:

<table>
<thead>
<tr>
<th>College of Education</th>
<th>School Districts and Community Stakeholders</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 Faculty</td>
<td>3 Administrators</td>
<td></td>
</tr>
<tr>
<td>6 Students</td>
<td>3 Teachers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6 District and Community Stakeholders</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Representing elementary, secondary and special education</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Representing Lane ESD, and COE Counseling Psychology and Human Services Programs, Communication Disorders and Sciences, and School Psychology</td>
<td></td>
</tr>
<tr>
<td>12 Total</td>
<td>12 Total</td>
<td></td>
</tr>
</tbody>
</table>

Section IV: When appointing members to the Consortium, the College and its partner school districts and community stakeholder agencies will ensure representation that reflects the diverse population of Lane County.

Section V: Representatives from the College of Education and each member district are appointed for a two-year term. Representatives may serve a second consecutive term, for a total of four years membership on the Consortium. A representative may serve on the Consortium again after rotating off for...
one two-year membership cycle. The term of any member may be adjusted to provide continuity of representation from year to year.

Section VI: A quorum is required for approval on decisions made by the Consortium.

For purposes of the Consortium, a quorum is defined as one more than half of the total members from the College of Education, school districts, and community stakeholder agencies:

<table>
<thead>
<tr>
<th>College of Education</th>
<th>School Districts / Community Stakeholders</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 / 12</td>
<td>7 / 12</td>
</tr>
</tbody>
</table>

Section VII: The College of Education dean, the liaison to the Teacher Standards and Practices Commission, a faculty representative from the College of Arts and Sciences and the administrative assistant to the Consortium serve as ex-officio members, do not vote and are not counted in the voting allocation.

Section VIII: Member districts and stakeholders may appoint alternates members to provide for maximum continuity in the Consortium.

ARTICLE V: Officers of the Consortium.

Section I: The officers of the Consortium will consist of the chair and chair-elect, chosen from the membership.

Section II: Each officer will be elected for a term of one (1) year.

Section III: Nominations are made from the floor. Election of officers will be by majority vote of the members of the Consortium. The election will occur by ballot.

Section V: Nominations and elections shall occur at the final meeting of the year.
ARTICLE VI: Duties of the Officers.

Section I: The chair will preside at each Consortium meeting.

Section II: In collaboration with a COE Consortium ex-officio member, the chair will plan the agenda for each meeting.

Section III: The chair elect will assume the duties of the chair in case of the chair’s unavailability.

Section IV: The administrative assistant to the Consortium will perform the following duties:

(a) Assume responsibility to see that minutes of all transactions of the Consortium are recorded and maintained.

(b) Supply each representative and alternate with the proposed agenda and minutes of the previous meeting.

Section V: The COE liaison to the Teacher Standards and Practices Commission will also serve as the Consortium liaison to any other state or accreditation entity.

ARTICLE VII: Meetings

Section I: The Consortium will meet once per academic term, with the option of adding additional meetings as needed. The yearly schedule of meeting dates and locations will be established at the initial meeting of the year.

Section II: Any representative may request the addition of an agenda item through the chair or the administrative assistant. The item will be
included on the Consortium agenda for the next meeting or within 60 days of receiving the request.

Section III: Meetings of the Consortium or any subcommittees formed within the Consortium will be open to attendance by any and all interested persons.

ARTICLE VIII: Amendments/Changes in Operating Procedures.

Section I. Amendments to and revisions of these by-laws may be made by a three-fourths majority vote of the membership.

Section II. The Consortium may adopt operating procedures as the need arises. Such operating procedures need not become a part of the by-laws, and may be made by a three-fourths majority vote of the membership in attendance.

ARTICLE IX. Dissolution of the Consortium.

Section I. The Consortium may, for reasons deemed necessary and sufficient, choose to dissolve itself. Such action shall require:

(a) notification by representatives to their respective school district or agency of the intent to dissolve at least sixty days prior to the proposed action.

(b) provision of opportunity for interested parties from the respective school districts or agencies to give their views regarding the proposed action at a meeting of the Consortium established for that purpose at least thirty days prior to the proposed action, and

(c) a two-thirds majority vote of the representatives.

(June 2004, January 1999)