

Constitution of the
TEACHER EDUCATION FORUM OF AOTEAROA NEW ZEALAND (TEFANZ) INCORPORATED
Incorporated Society Registration Number 973718,
Incorporated 09-AUG-1999 Current Status REGISTERED

The objects (purpose) of the society

The purpose of this organisation is to promote, foster and advocate for:

- High quality, research-informed teacher education programmes, involving ongoing reflexive integration of theory and practice
- Teacher education as a means to implement a commitment to Te Tiriti o Waitangi/The Treaty of Waitangi
- The important role of teacher education in contributing to community and environmental wellbeing
- Partnership, cooperation and collaboration within the teacher education profession and with the wider education community, nationally and internationally
- Teaching as a graduate profession

In order to achieve this, TEFANZ will:

- Provide a national voice for teacher education issues in the political and policy arena by regular consultation with relevant government agencies and teacher association representatives
- Advocate for and support Māori and Pasifika priorities within teacher education and teacher education research
- Work to improve the public perception of teacher education
- Provide a forum for generating and disseminating research and scholarship pertaining to the field of teacher education, and for discussion of related research, practice and policy matters
- Promote and recognise excellence and outstanding contribution to the teacher education profession
- Promote cooperation between teacher education providers and with the wider educational sector and community

Membership

- 1) Membership will be open on an institutional basis to all New Zealand providers of initial teacher education degree programmes or graduate level programmes which are approved for registration by the New Zealand Teachers Council
- 2) Membership will also be open, on application to the Chairperson, to individual teacher educators whose institutions are not members of TEFANZ, or have retired from the teacher education profession
- 3) Membership will be contingent upon the payment of annual Institutional and individual membership subscription fees which will be set by the Executive and ratified at the Annual General Meeting. A reduced fee for retired former members will be available.
- 4) Membership may be suspended, or a member expelled, if:

- a) The member institution/individual member does not meet the membership criteria or fails to pay its subscription within one month after having been invoiced
 - b) The member institution/individual member brings TEFANZ into disrepute
 - c) Suspension or expulsion will be by majority vote at an ordinary or special meeting of the Executive. There will be a right of appeal to the Executive.
- 5) If a provider institution wishes to withdraw from membership, written notice should be given to the TEFANZ Chair
- 6) Honorary membership of TEFANZ: may be awarded from time to time by the Executive on an annual basis to persons who provide significant service to the Association
- 7) Fellow of TEFANZ: may be awarded by invitation from time to time by the Executive to a member or former member who has made an outstanding contribution to teacher education in ways that further the objectives of the Association.

Meetings

- 1) An Annual General Meeting will be held during the TEFANZ annual Forum or Conference meetings. Other general meetings, workshops or seminars may be organised on recommendation of the Executive or AGM.
- 2) A quorum will consist of representation by 50% of the member provider institutions
- 3) Each member provider will be represented by one member with one vote. Individual members do not have voting rights at the AGM.
- 4) The business of the AGM will include:
 - a) Chairperson's report
 - b) Financial report
 - c) Election of members of Executive

Executive

- Membership of the Executive will consist of representatives of member provider institutions.
- There will normally be six elected members, with the option to coopt further members to ensure Māori representation and that of a range of member provider institutions.
- One of the elected members will be the Chair. The other five will be elected in two year cycles.
- At each Annual General Meeting, a Chair-elect will be voted in, and will take over the role of Chair at the following annual meeting. The immediate past-Chair will remain on the executive for the period of one year.
- The Executive will determine the venue and nature of annual forums/conferences or other activities.
- The Chairperson convenes meetings of the society and ensures that the rules are followed.
- The Chairperson is able to speak on behalf of TEFANZ, in consultation with the Executive, on education matters.
- The Teacher Education Institution of the Chair will host the records and assets of TEFANZ, which will be transferred accordingly. The Chair will maintain scrutiny of funds and ensure preparation of the annual financial report.

- A secretary will be elected from within the executive.
- The Executive may set up working parties for specific tasks, with membership appointed by the Executive.

Control and use of the society's common seal

All societies must adopt a common seal on incorporation. The rules of the society will set out when the common seal should be used and how. Generally it is used on legal documents and contracts that the society enters into.

A common seal is usually a rubber stamp that includes the name of the society and the words 'common seal'. Contact a commercial stationer for information about ordering a seal.

How the society's property will be distributed if it is wound-up or dissolved

- If the organisation is dissolved, the chair, in consultation with the executive, will oversee the winding up process and disbursement of any funds or other assets.

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Comment [1]: We need to check if we currently have one and if not discuss whether we need on.