Academy of Distinguished Teachers
Twin Cities Campus
Organizational Guidelines
Adopted: September 29, 2000

I. In accord with the Academy of Distinguished Teachers’ agreement that each campus determines its own local organization, the Twin Cities Steering Committee is the local coordinating entity for Twin Cities members of the Academy of Distinguished Teachers.

II. Membership. The Steering Committee shall normally consist of 6 members elected by Academy of Distinguished Teachers faculty on the Twin Cities campus. Steering Committee members must belong to the ADT. Steering Committee membership normally should include faculty from both the St. Paul and Minneapolis campuses.

III. Terms of office
   A. The term of office is two years.
   B. Terms are staggered so that three members of the Steering Committee are elected each year.
   C. Should a member of the Steering Committee resign prior to the end of the two-year term, that person’s replacement serves the remainder of the original term.
   D. In the event of a resignation from the Steering Committee, the replacement will be the person who in the prior election received the largest number of votes but was not elected. In case of inability or unwillingness of this person to serve, the same principle will be followed, so the individual with the next highest vote total will be the replacement representative.

IV. Election
   A. Elections for the Steering Committee shall be held late in the spring semester of each year.
   B. Candidates may be nominated by other ADT members or may nominate themselves.
   C. Election will be by ballot distributed to all current members of the ADT whose appointments are on the St. Paul or Minneapolis campus. Only these people are entitled to vote in the election.
   D. Normally, the candidates with the highest vote totals shall be deemed elected.
   E. If this procedure would result in a Steering Committee that has no representation from one Twin Cities campus, then the following alternative procedure will be implemented:

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F. The candidate from the unrepresented campus who has received the largest number of votes will be deemed elected. The remaining positions will be filled by the candidates with the largest number of total votes.

G. If through either procedure, two or more people are tied with an electable number of votes, the tied candidates will all become members of the Steering Committee. Under these circumstances, the committee may have more than six members for the two years of the terms of the tied individuals.

V. Chairship

A. In the fall of each year, the Steering Committee will organize its leadership process for that academic year.

(Note: In 1999-2000 the Steering Committee utilized a rotating chairship based upon alphabetical order of last names. Toward the end of that academic year, there was discussion of advantages and disadvantages of the committee selecting a chair for the entire year versus continuing the rotation procedure. It was recognized that to some extent this decision might reflect the development of other parts of the Academy. Accordingly, this document does not stipulate a procedure for selecting the leadership of the Steering Committee.)

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