BYLAWS

International Technology and Engineering Educators Association
1908 Association Drive, Suite C
Reston, VA 20191-1539

Approved by Board of Directors August 2026
Approved by ITEEA Membership October 2026

Article I – NAME AND GOVERNING AUTHORITY

Section 1. Name. The Association shall be known as the "International Technology and Engineering Educators Association, Inc." herein "ITEEA."

Section 2. Governing Authority. ITEEA is incorporated under the laws of the Commonwealth of Pennsylvania pursuant to Articles of Incorporation filed on April 14, 1956, as further amended. These Bylaws are promulgated as a guide to the membership and affiliated organizations to define the organization and methods of operation of ITEEA. The provisions of these Bylaws shall not be in conflict with the Articles of Incorporation, and in the event they may be, the Articles of Incorporation shall govern.

Article II – PURPOSES

Section 1. ITEEA exists to provide leadership in teaching and learning about technological and engineering literacy delivered through Technology and Engineering Education as a core component of STEM Education.

Section 2. ITEEA exists to support educators in being successful in the delivery of quality curriculum, professional development, assessment, and research in Technology and Engineering Education.

Article III – MEMBERSHIP AND PARTNERSHIP

Section 1. Types of Membership. Membership in ITEEA shall be divided into two classes: voting and nonvoting.

(A) Voting Members. Only voting members may vote and serve on the Board of Directors. Types of voting members shall be:

(1) Professional Members. Professional membership shall be open to individuals interested in Technology and Engineering Education.

(2) Life Members. Individuals who were granted Life Membership prior to November 1, 2026 shall retain their Life Membership and all rights and privileges associated with that membership for life. No new Life Memberships shall be issued after November 1, 2026.

(3) Group School, District, or State Members. Group school, district, or state membership shall be open to elementary/primary schools, secondary schools, school districts, and states. A Group School, District, or State Member may designate individuals affiliated with the group as Inheriting Members. Inheriting Members shall enjoy the rights and privileges of voting members, including eligibility to serve on the Board of Directors, subject to all other requirements of these Bylaws. Each Group School, District, or State Member shall be entitled to one vote, regardless of the number of Inheriting Members designated by the group, cast by the primary contact designated by the Group School, District, or State Member.

(B) Nonvoting Members. Nonvoting members may have the same rights and privileges as voting members except they may not vote or serve on the Board of Directors. Types of nonvoting members shall be:

(1) Student Members. Student membership shall be open to undergraduate and graduate students interested in Technology and Engineering Education. Student membership is subject to annual review and shall not continue beyond the year in which the individual qualifies for this type of membership.

(2) Institutional Members. Institutional membership shall be open to institutions of higher education.

(3) Honorary Members. Honorary membership shall be open to anyone recommended by a voting member and

approved by a two-thirds vote of the Board of Directors. Honorary membership extends for the period of the honorary member's life.

(4) Advocate Member. Advocate membership shall be open to all individuals not directly engaged in Technology and Engineering Education who have an interest in advancing technological and engineering literacy.

Section 2. Types of Partnership. Partnership with ITEEA shall be divided into two categories: Corporate and Nonprofit.

(A) Corporate Partners. Corporate partnership shall be open to commercial and industrial firms, companies, and other businesses interested in Technology and Engineering and/or STEM Education.

(B) Nonprofit Partners. Nonprofit partnership shall be open to not-for-profit organizations other than institutions of higher education interested in Technology and Engineering and/or STEM Education.

Section 3. Eligibility. Applications for all types of membership and partnership shall be submitted to ITEEA Headquarters, where they will be reviewed and processed according to the provisions stated in Sections 1 and 2. When eligibility is in doubt, applications shall be sent to the Board of Directors and approved by a two-thirds vote of the Board of Directors.

Section 4. Membership and Partnership Year. The Board of Directors shall establish the membership and partnership year(s) and privileges accorded to members and partners.

Article IV – DUES AND FEES

Section 1. Voting Members. The Board of Directors shall establish the dues of voting members in accordance with ITEEA's financial needs.

(A) Life Members. Individuals holding Life Membership pursuant to Article III shall not be required to pay annual dues.

Section 2. Nonvoting Members. The Board of Directors shall establish the dues of nonvoting members in accordance with ITEEA's financial needs.

Section 3. Partners. The Board of Directors shall establish the dues of corporate and nonprofit partners in accordance with ITEEA's financial needs.

Section 4. Dues Incentive Plan. The Board of Directors has the authority to initiate or revoke dues incentive plans.

Article V – GOVERNING BODY

Section 1. Board of Directors

(A) Eligibility. Only a voting member of ITEEA shall be eligible to serve on the Board of Directors. Any individual placed on a ballot for any elective office in ITEEA must have been a member of ITEEA for at least three (3) years.

(B) Membership. The Board of Directors shall include the President, President-elect, Past-President, one Director from each approved Council, one Director from each approved Region, one At-Large Director, and the Executive Director, who is a nonvoting member of this Board.

(C) Function. The Board of Directors shall develop and implement ITEEA policies that are in accordance with the Articles of Incorporation and the ITEEA Bylaws.

(D) Indemnification. Every Director and employee of ITEEA, and such others as specified from time to time by the Executive Committee, shall be indemnified by ITEEA against all expenses and liabilities including counsel fees reasonably incurred or imposed upon them in connection with any proceeding to which they may be made a party, or in which they may become involved, by reason of being or having been a Director or employee of ITEEA, or any settlement thereof, whether the person is a Director or employee at the time such expenses are incurred, except in such cause wherein the Director or employee is adjudged guilty or willful misfeasance or malfeasance in the performance of duties. The foregoing right of indemnification shall be in addition to and not exclusive of all rights to which indemnification may be entitled.

(E) Removal. The Board of Directors, by two-thirds vote, may remove any Director from the office for cause.

Section 2. Board Members

(A) President-elect. The President-elect shall serve a one-year term, then advance to the office of President. The President-elect shall serve as assistant to the President, coordinate the work of ITEEA Committees, and be responsible for additional duties delegated by the President.

(B) President. The President shall serve a one-year term, then advance to the office of Immediate Past President. The President shall serve as chairperson of the Board of Directors, promote and advance ITEEA, and oversee the work of ITEEA.

(C) Immediate Past President. The Immediate Past President shall serve a one-year term. The Immediate Past President shall serve on the Board of Directors, coordinate the work of Task Forces, and be responsible for additional duties delegated by the President.

(D) Region Directors. Region Directors shall serve on the Board of Directors, conduct the business of ITEEA with affiliates and members in their Region, and be responsible for additional duties delegated by the President.

(E) Council Directors. Council Directors shall serve on the Board of Directors, conduct the business of ITEEA with their respective Councils, and be responsible for additional duties delegated by the President.

(F) At Large Director. The At Large Director shall serve on the Board of Directors and be responsible for additional duties delegated by the President.

(G) Executive Director. The Executive Director shall serve as Secretary-Treasurer and perform duties established and assigned by the Board of Directors. The Executive Director shall be appointed by, and serve under contract at the pleasure of, the Board of Directors.

Section 3. Meetings of the Board of Directors

(A) Meetings. The Board of Directors shall meet at least once a year, typically during the ITEEA Annual Conference. The President may call additional meetings of the Board of Directors. The President shall call these meetings, prepare the agenda, and conduct all meetings of the Board of Directors.

(B) Quorum of the Board. At any meeting of the Board of Directors, a majority of the voting members of the Board of Directors shall constitute a quorum for the transaction of business, and as such business thus transacted shall be valid providing it is affirmatively passed upon by a majority of those present and voting.

(C) Voting. Voting rights of a Board Member shall not be delegated to another nor exercised by proxy.

(D) Vote of Chairperson. The chairperson may vote as any other member of the Board of Directors if the vote is by ballot. In all other cases, the chairperson may only vote to either break or cause a tie.

(E) Statements of Action. The President may direct the Board of Directors to take action outside of meetings through an electronic process known as Statements of Action. A Statement of Action shall be derived from the Executive Committee and be delivered by the President or by the Executive Director on behalf of the President. Discussion on a Statement of Action shall be immediate and limited by the President. All Board Members must vote on a Statement of Action within a time period specified by the President, and all responses in the form of votes shall be recorded by the President. If a Board Member fails to vote within the specified time period, the Statement of Action shall expire and no record shall exist. Meeting minutes for approval at the proceeding meeting of the Board of Directors shall contain official record of the approved Statements of Action.

Section 4. Meetings of the Executive Committee

(A) Executive Committee. The Executive Committee shall consist of the President, who shall serve as chairperson, the President-elect, Immediate Past President, and the Executive Director of ITEEA. The Executive Director shall serve as Secretary to the Executive Committee and as a nonvoting member.

(B) Function. The Executive Committee shall draft guidelines and recommend policies and procedures to the Board of Directors, work with the Executive Director in finalizing the proposed budgets prior to submission to the Board of Directors, review and monitor monthly income and expense statements, and audit the daily affairs of ITEEA. All actions taken by the Executive Committee shall be within the approved policies established by the Board of Directors.

Article VI – ELECTION AND APPOINTMENT OF BOARD MEMBERS

Section 1. Eligibility to Vote. Only members designated as "voting" in Article III shall be eligible to vote.

Section 2. Election of Board Members.

(A) President-elect. Voting members shall elect the President-elect by ballot.

(B) Region Directors. Voting members shall elect their respective Region Directors by ballot.

(C) Ballot Counting or Ballot Tabulation. The Executive Committee shall oversee and confirm the counting or tabulation of ballots. The results shall be published in the next issue of ITEEA's flagship journal and announced at the annual conference.

Section 3. Nomination of Board Member Candidates.

(A) President-elect. The office of President-elect shall be rotated, one year at a time, successively, through these categories: teacher educator, classroom teacher, and administrator/supervisor. The Elections Committee shall issue a call for nominations to the membership and, from those nominations, select a maximum of four nominees. The Executive Committee shall approve the nominees as candidates. Nominees shall be contacted by the Elections Committee to ascertain whether they will accept the office, if elected. Only those who are willing to accept the office, if elected, may be placed on the election ballot as candidates. The candidate receiving the plurality of the votes cast shall be elected.

(B) Region Directors. The Region Directors shall be elected by voting members in their respective Regions to serve two-year terms. The Elections Committee shall issue a call for nominations to the membership and, from those nominations, select a maximum of four nominees per Region. The Elections Committee shall approve the nominees as candidates. Nominees shall be contacted by the Elections Committee to ascertain whether they will accept the office, if elected. Only those who are willing to accept the office, if elected, may be placed on the election ballot as candidates. The candidates receiving the plurality of the votes cast shall be elected.

Section 4. Appointment of Directors.

(A) Council Directors. The Council Directors shall be appointed by their respective Council to serve terms established by their respective Council, up to three-year maximum.

(B) At Large Director. The At-Large Directors shall be appointed by the Executive Committee to serve a two-year term.

Section 5. Elections Committee. The Board of Directors shall appoint an Elections Committee. The Elections Committee shall include members representing each Region of ITEEA and at least one member representing teacher educators, classroom teachers, administrators/supervisors.

Section 6. Vacancies in Office. When a Board Member is unable to assume or carry out the responsibilities of the office, with the exception of Council Directors, the Board of Directors shall appoint another voting member to serve the remainder of the term. Council Director vacancies will be filled by their respective Council.

Article VII – COMMITTEES, BOARDS, AND TASK FORCES

Section 1. Eligibility. Only members of ITEEA shall be eligible to serve on an ITEEA Committee, Board, or Task Force.

Section 2. Types of Committees, Boards, and Task Forces.

(A) ITEEA Committees. The Board of Directors may establish and sunset Committees as necessary.

(B) Boards. The Board of Directors may establish and sunset Boards to oversee ITEEA journals or other work areas as necessary.

(C) Task Forces. The Board of Directors may authorize the formation of and discharge Task Forces as necessary.

Section 3. Appointment of Chairpersons. Chairpersons of ITEEA Committees and Boards shall be appointed by the Board of Directors, from the membership, for a specified term. Chairpersons of ITEEA Task Forces shall be appointed by

the Executive Committee, from the membership, for the duration of the Task Force.

Section 4. Appointment of Members. Members of ITEEA Committees and Boards shall be appointed by the Board of Directors from the membership. Members of ITEEA Task Forces shall be appointed by the Executive Committee from the membership.

Section 5. Duties of ITEEA Committees, Boards, and Task Forces. It shall be the responsibility of the Board of Directors to outline objectives and duties of the ITEEA Committees, Boards, and Task Forces. It shall be the responsibility of the President-Elect to coordinate Committee and Board activities and the Immediate Past-President to coordinate Task Force activities.

Section 6. Operation. The charge, including structure of and guidelines for, all Committee, Board, and Task Force work are approved by the Board of Directors. Committee, Board, and Task Force activities will be reviewed at least annually by the Board of Directors.

Article VIII – AFFILIATIONS

Section 1. ITEEA Affiliation Authorization. ITEEA may affiliate with other organizations whose objectives and purposes are substantially similar to those of ITEEA and whose activities are of such nature as to qualify them for tax exemption under Section 501(c)(3) or 501(c)(6) of the Internal Revenue Code in the United States or like requirements in another country.

Section 2. Granting Affiliation. ITEEA may grant affiliation to any petitioning Technology and Engineering and/or STEM education-related organization having similar purposes. Affiliation may be recommended by a Board Member and approved by a two-thirds vote of the Board of Directors.

Section 3. Designation of Affiliate. ITEEA shall determine the relationship between the affiliated organization and ITEEA. Levels of affiliation relationships shall be state/provincial, regional, national, and international. Each affiliated organization shall be entitled to use its name and insignia in all programs and publications.

Section 4. Certificate of Affiliation. Each affiliated organization shall be furnished with a certificate of affiliation by request.

Section 5. Responsibility of Affiliates. It shall be the responsibility of each affiliated organization to keep the Board of Directors fully informed of its activities and representative personnel.

Article IX – COUNCILS

Section 1. Authorization. The Board of Directors is authorized to recognize non-profit Councils that represent different levels or subsets of technology and engineering and/or STEM educators. Each Council will have a unique mission and goals that support the mission and goals of ITEEA.

Section 2. Granting Authorization. The Board of Directors shall authorize formation of a new Council following approval of:

- **(A)** Council's "Intent to Organize" proposal, which will include a mission statement, goals, officers, committees, plan of action, and petition signed by fifty (50) or more members.
- **(B)** Council's Bylaws, within three (3) years of having approved the "Intent to Organize" proposal. The Bylaws will include a mission statement related to Technology and Engineering Education, with types of membership, dues' structure, officers, committees, and other governance regulations that support the mission of ITEEA.

Section 3. Continued Authorization. The Board of Directors shall authorize the continuation of Councils according to the following criteria:

- **(A)** Three (3) years following the approval of the Council Bylaws, each Council must maintain a three-year annual average of fifty (50) or more members.
- **(B)** Approved Council Bylaws must be adhered to, and subsequent amendments or revisions to Council Bylaws must be approved by the Board of Directors.
- **(C)** All Council members must be members or partners of ITEEA as defined in Article III.

(D) A Council Past-President, Advisor, or other appointee serves on the Board of Directors each year after Council authorization. Council Directors shall submit an annual activity report, which shall be reviewed by the Board of Directors.

Section 4. Dissolution. A Council shall be placed on probation or dissolved if:

(A) The Council action is deemed to be in conflict with the purpose of ITEEA and/or the Council's Bylaws.

(B) A majority of the members of the Council vote to dissolve the Council.

(C) The Council does not maintain a three-year annual average of fifty (50) members.

(D) The Council does not adhere to the approved Council Bylaws.

The Council may be placed on probation for a period of up to three (3) years. If the deficiencies are not corrected within that time, the Council shall be dissolved. If a Council is dissolved, no members will receive any portion of its remaining assets. After a Council's remaining assets are applied proportionately to all its liabilities, any assets remaining become the property of ITEEA.

Article X – MEETINGS AND BUSINESS

Section 1. Scheduling of Meetings. The Board of Directors shall have authority to set the time and place of ITEEA business meetings.

Section 2. Annual Conference. Except for unusual reasons, there shall be an ITEEA Annual Conference each year.

Section 3. Fiscal Year. The fiscal year shall be from July 1 of one year to June 30 of the succeeding year.

Section 4. Publication of Annual Financial Statement. The annual report of the financial status of ITEEA, prepared by the Executive Director, will be published to members in a timely manner.

Section 5. Conduct of Association Meetings. The meetings of ITEEA will be conducted in accordance with Robert's Rules of Order (Revised).

Article XI – REFERENDUM PROCEDURES

A referendum may be called for by written petition submitted to the President. Such petition must be signed by a minimum of one percent (1%) of the nearest full thousand (1,000) voting members of ITEEA, or one hundred (100) such members (whichever is smaller). Upon receipt, the President shall, in consultation with the Board of Directors, prepare, or cause to be prepared, a statement of the issue along with supporting data both for and against the issue. The referendum and a ballot will be sent to the voting membership of ITEEA. A majority of returns received shall determine the outcome of the issue and the Board of Directors shall take whatever action is dictated by the referendum.

Article XII – AMENDMENTS

Proposing. Amendments to ITEEA's Bylaws may be proposed by the Board of Directors or by a petition process signed by a minimum of twenty-five (25) voting members. Proposed petition amendments shall be submitted to the Board of Directors for action. The Board of Directors shall present all such proposals to the voting membership in writing with or without endorsement at least thirty (30) days before a vote may occur.

Approval. Amendments to or a repeal of ITEEA's Bylaws shall be approved by a two-thirds majority of the members voting.

Article XIII – DISSOLUTION

ITEEA shall use its funds only to accomplish the objectives and purposes specified in these Bylaws and no part of said funds shall inure, or be distributed, to the members of ITEEA. On dissolution of ITEEA, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, scientific, or philanthropic organizations to be elected by the Board of Directors.