

University of Texas Health Science Center at San Antonio
Academy of Master Teachers Bylaws
May 5, 2008

Preamble

The University of Texas Health Science Center at San Antonio Academy of Master Teachers, “The Academy,” is a Professional Society organized to demonstrate an ongoing institutional recognition of and commitment to teaching and learning excellence and the scholarship of teaching. The Academy will recognize and reward faculty members at the UT Health Science Center at San Antonio who exhibit teaching excellence, scholarly teaching practices, and/or extraordinary scholarship in teaching and education. Academy members will encourage faculty who are dedicated to scholarly teaching and to educational scholarship and will serve as professional role models and mentors for faculty, residents, fellows, and students.

In a coordinated effort with the Academic Center for Excellence in Teaching, “ACET,” the Academy has three goals: 1. facilitate faculty members’ ongoing professional development and practice in the scholarship of teaching; 2. encourage career interest, excellence, commitment, and scholarship in teaching through professional development activities for students, residents, and fellows; and 3. contribute to the scholarship of teaching by conducting research in health professions education.

Article I-Name

Section 1. Name - This society shall be officially known and designated as the Academy of Master Teachers of the UT Health Science Center.

Section 2. Variations in Name – An abbreviation of, or variation in the name of this Society will be permitted, known as “The Academy.”

ARTICLE II-Membership

Section 1. Review Process

Membership in the Academy as a Master Teacher membership as well as Master Teacher Scholar membership will be determined through a formal application process. Membership in the Academy as an Associate will be determined through a less formal application process. Membership in the Academy will be for a lifetime appointment. The Academy Advisory Board will establish an application and review process to enroll new members of the Academy. Emeriti faculty members may be invited to serve on the Academy Advisory Board.

Section 2. Membership Criteria

There are three levels of Academy membership — Academy Associates, Master Teachers, and Master Teachers Scholars.

Membership for Academy Associates will be determined by these three criteria

1. Applicants will teach at the UT Health Science Center at San Antonio.

2. Applicants will show evidence of a willingness to participate in Academy activities and functions. A definition of participation will be determined by the Advisory Board.
3. Applicants will complete and submit the required application form. (Emeriti faculty will be eligible at this level.)

Membership for Master Teachers will be determined by these five criteria

1. Applicants will be employed continuously as UT Health Science Center at San Antonio faculty for at least four academic years at the time of application.
2. Applicants will show evidence of a willingness to participate in Academy activities and functions. A definition of participation will be determined by the Advisory Board.
3. Applicants will show evidence of at least 20 percent effort to teaching per academic year in educational programs/curricula offered at the UT Health Science Center at San Antonio.
4. Applicants will show evidence of outstanding teaching in at least two settings (e.g., lecture/large group, small group, clinical, laboratory, 1-1 teaching/mentoring, or administrative leadership such as a course director.)
5. Applicants will show evidence of outstanding performance/achievement in at least one of the eligible categories of educational scholarship. These categories are the Scholarship of Discovery, Integration, Application, and Teaching.¹

Membership for Master Teacher Scholars will be determined by these five criteria

1. Applicants will be employed continuously at UT Health Science Center at San Antonio for at least four academic years at the time of application.
2. Applicants will show evidence of a willingness to participate in Academy activities and functions. A definition of participation will be determined by the Advisory Board.
3. Applicants will be Master Teachers in good standing (or show evidence of having met criteria 1-4 listed under Master Teacher criteria at some point in their careers.
4. Applicants will show evidence that includes a compelling record of consistent and extraordinary achievement in three or more categories of educational scholarship.
5. Applicants will show evidence of ongoing scholarship of teaching/educational scholarship that includes significant contribution to/impact on health sciences education beyond the UT Health Science Center at San Antonio academic community (i.e., statewide, regional, national, and/or international).

ARTICLE III-Benefits

There are five benefits of Associate membership.

1. Recognition of commitment to teaching and educational scholarship;
2. Professional development resources that can facilitate academic career success through teaching and educational scholarship (e.g., annual performance reviews, tenure and promotion processes, and merit/recognition awards);

¹ The categories of Scholarship according to Boyer are described. Discovery is described as research which is the “central ingredient of the academic life.” Integration is described as making connections across disciplines to shape a more coherent and integrated view of knowledge and life. Application is described as relating theory and research to the realities of life. Teaching means to inspire future scholars in the classroom. Boyer, E.L. (1992). Scholarship Reconsidered: Priorities of the Professoriate. *Issues in Accounting Education*, (7)1, 87-91.

3. Ongoing interactions and opportunities for collaboration with colleagues within and across disciplines, departments, and schools who are similarly committed and engaged in outstanding teaching and educational scholarship;
4. Conferences and an annual retreat for Academy members focused on strengthening the educational mission of the UT Health Science Center at San Antonio. (These may be informal events such as Conversations in Teaching.)
5. Eligibility for special programs and incentives (e.g., internal grant funding, released/designated educational/curricular innovation, travel funds to present at educational meetings, and annual programs of professional development focused specifically on educational scholarship, endowed Chairs in educational scholarship). (Programs and incentives will be made available as additional funding is obtained to initiate and sustain them.)

There are seven benefits of Master Teacher membership as well as Master Teacher Scholar memberships.

1. Recognition of commitment and excellence in teaching and educational scholarship;
2. Rigorous peer review processes and professional development resources that can facilitate academic career success through outstanding teaching and educational scholarship (e.g., annual performance reviews, tenure and promotion processes, and merit/recognition awards);
3. Ongoing interactions and opportunities for collaboration with colleagues within and across disciplines, departments, and schools who are similarly committed and engaged in outstanding teaching and educational scholarship;
4. Conferences and an annual retreat for Academy members focused on strengthening the educational mission of the UT Health Science Center at San Antonio. (These may be informal events such as Conversations in Teaching.)
5. Eligibility for special programs and incentives (e.g., internal grant funding, released/designated educational/curricular innovation, travel funds to present at educational meetings, and annual programs of professional development focused specifically on educational scholarship, endowed Chairs in educational scholarship). (Programs and incentives will be made available as additional funding is obtained to initiate and sustain them.)
6. Concurrent with the annual Induction ceremony for Academy members, peer recognition may be further enhanced through the following:
 - a. Specially designed lapel pins for each member;
 - b. Individual plaque for each member;
 - c. Recognition on school-wide recognition plaques that are displayed in a central and highly visible location of each School.
7. Master Teachers as well as Master Teachers Scholars are eligible for nomination and consideration for membership in the UT Academy of Health Science Education. The procedures for nomination and election of members of the UT Academy of Health Science Education are included in the Policies and Procedures Manual of the UT Academy of Health Science Education, and are consistent with the goals of the Academy and criteria for Academy membership.

ARTICLE IV-Members' Responsibilities

There are expectations of members in the Academy.

1. In coordination with ACET, maintain and strengthen performance and achievement in teaching and educational scholarship;
2. In coordination with ACET, contribute to strengthening the educational mission of the UT Health Science Center at San Antonio, and of the respective Schools;
3. Support the effectiveness and continued development of an effective Academy through service and encouragement of others to engage in the Academy and Academy-sponsored programs and activities;
4. Participate actively in Academy membership activities;
5. Serve as champions, role models, and mentors of teaching excellence and educational scholarship;
6. Seize opportunities to communicate and demonstrate evidence of institutional commitment and achievements in the scholarship of teaching and educational scholarship at the UT Health Science Center at San Antonio to colleagues and communities.

Article V-Organizational Structure

Section 1. Academy President

Appointment of the Academy President will be determined by the Academy Advisory Board. The Academy President will provide oversight of the finances of the Academy, including an annual budget. The Academy President will prepare minutes for each official meeting of the Advisory Board and make copies available to all members of the Academy.

Section 2. Academy Advisory Board

Members of the ACET Steering Council will serve as Charter members of the Academy Advisory Board. Replacement and recruitment methods for successive members of the Academy Advisory Board will be determined by the ACET Steering Council.

Section 3. ACET Support Staff

Members of the ACET Support Staff will serve as the operational arm of the Academy. The ACET Support Staff will maintain an Archive of pertinent material from all educational conferences of the Academy. The Staff will maintain the curriculum vitae and other vital records of all members of the Academy.

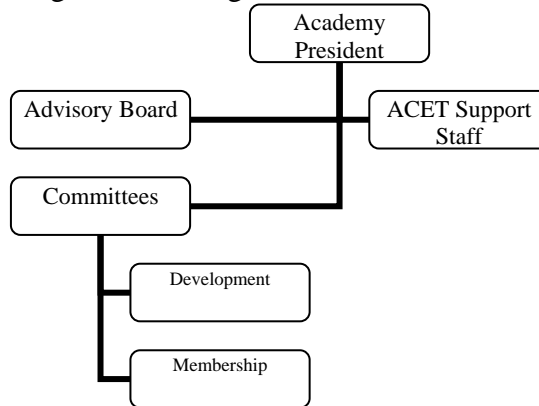
Section 4. Committees

Members of the Committees will be members of the Academy in good standing. Responsibilities and activities of the Committees will be determined by the Academy Advisory Board. The Advisory Board will identify the need for new standing and ad hoc committees and will formulate statements of charge for such committees. Committee chairs and members will be appointed by the President with advice and consent of the Advisory Board.

A description of the initial standing committees follows.

1. Membership Committee. This committee is charged with reviewing nominations and recommending new Academy members.

2. Development Committee. This committee is charged with the conduct and administration of various initiatives involving awards and grants.



Article VI-Programs and Resources

The Academy will support programs and resources.

1. Interactive Website -- to enhance communication, collaboration, and use of web-based resources that will be developed.
2. Academy Colloquia -- theme-based conferences focused on particular interdisciplinary professional development topics related to teaching excellence, the scholarship of teaching, and/or educational scholarship.
3. Annual Academy Retreat – a full day event that includes professional development, professional reflection and planning, informal networking and collaboration, and planning the Academy activities.
4. Educational enhancement and curricular innovation program – an opportunity to submit proposals for peer review and receive UT Health Science Center at San Antonio designated funds to support educational enhancements, curricular innovation, and important educational research and evaluation projects.
5. Special Programs and Projects – opportunities to develop and participate in collaborative educational research and development projects, and related professional presentations and publications.
6. Educational Scholarship Travel Fund Grants – Eligibility to apply for travel fund grants to support educational scholarship presentations and participation at professional meetings and conferences.
7. Academy Speakers Bureau for Teaching and Educational Scholarship – development of a web-based Academy database for identifying and maintaining areas of expertise in teaching and educational scholarship that can be used to facilitate opportunities for Academy members to present and collaborate with interested colleagues.

Article VII-Evidence of Success

Benchmarks will be established to track progress in terms of time elapsed. Indicators and metrics for achieving goals will be established. Outcomes will be evidenced and measured.

ARTICLE VII-Amendments

These Bylaws may be repealed, modified, altered or amended, or new Bylaws may be adopted at any regular or special meeting of this Academy, provided that due notice electronically or by mail of the proposed changes shall have been sent to all members of this Academy at least ten days preceding the date of said meeting. A two-thirds (2/3) vote of the Academy members in good standing present and voting shall be required to make an amendment to these Bylaws. All proposed amendments to these Bylaws shall be submitted in advance for review and approval by the Academy President and do not become effective until they are so approved.

References

Boyer, E.L. (1990). *Scholarship reconsidered: Priorities of the professorate*. Princeton, NJ: The Carnegie Foundation for the Advancement of Teaching.

Boyer, E.L. (1992). Scholarship Reconsidered: Priorities of the Professoriate. *Issues in Accounting Education*, (7)1, 87-91.

The University of Texas Academy of Health Science Education. (2008). *Members and Committees*. Retrieved March 5, 2008, from <http://www.utsystem.edu/academy/hse/members/members.htm>

Acknowledgement

Chauvin, S.W. (2004). *The Academy for the Advancement of Educational Scholarship*. Background document, Louisiana State University Health Sciences Center, New Orleans.