

GUIDELINES FOR NATIONAL ASLTA CHAPTER AFFILIATION

A group of ASL/Deaf Studies teachers and any interested persons living in a local, state, or region may petition National ASLTA to become a chapter.

A. Purpose and benefits for becoming an affiliated chapter:

1. Promote official recognition of ASL as a language.
2. Promote professional quality in ASL/Deaf Studies teaching.
3. Facilitate an effective avenue for exchange of information regarding methods and materials for ASL/Deaf Studies teaching.
4. Provide members a minimum of 12 hours per year of professional development related to ASL/Deaf Studies teaching.
5. Increase the number of local members to obtain and maintain ASLTA certification.
6. Provide input into National ASLTA's standards and procedures for ASL/Deaf Studies teaching.
7. Encourage educational institutions and community-based programs to include ASL/Deaf Studies in their curricula and hire ASLTA-certified teachers.
8. Advocacy with the local/state/regional associations of the Deaf and language teaching organizations to promote ASLTA certification for ASL/Deaf Studies teachers.

B. Process for becoming an affiliated chapter of National ASLTA, a group must meet the following requirements:

1. Have a minimum of eight (8) members (not restricted to all ASL/Deaf Studies teachers).
2. Contact Chapter Affiliation/Bylaws Chair for an application packet.
3. Establish a working group to draft written bylaws.

4. The affiliation process, including review and approval of bylaws, is to be no longer than six (6) months, from the date of receipt of application to National ASLTA Board approval.
5. Submit written bylaws which have been reviewed by the ASLTA Chapter Affiliation/Bylaws Chair and approved by the National ASLTA Board with an application fee of \$100.00.
6. After approval by the National ASLTA Board, the new chapter will hold an election for the following offices: President, Vice-President, Secretary and Treasurer. The Professional Development Chair (PDC) may either be an elected position or appointed by the President. This position is REQUIRED of all new and existing chapters. Chapters may have additional executive officers as suited to their needs.)Note: Positions of Secretary and Treasurer may be combined.)
7. All officers and Professional Development Chair are required to be members of National ASLTA.
8. The Professional Development Committee must provide at least 12 hours of professional development per year for chapter members and interested persons. The PDC is responsible for maintaining records of the workshop program, submitting information for the ASLTA website in a timely manner, workshop outline, and attendance of members at the workshop.
9. Annual chapter renewal fee is \$35.00 per year.

C. Chapters encourage and support ASLTA by:

1. Encouraging their members to be members of National ASLTA.
2. Supporting ASLTA through involvement in National ASLTA committees.
3. Keeping lines of communications open between chapters and the National ASLTA Board.
4. Supporting to the fullest extent the goals and objectives of National ASLTA.

5. Sending meeting minutes to the National ASLTA Chapter Affiliation/Bylaws Chair, periodically and contributing news and workshop announcements to the ASLTA Newsletter Editor and ASLTA webmaster.

D. Chapters benefit from affiliation with National ASLTA in the following ways:

1. Affiliated chapters in good standing may use the acronym "ASLTA" in identification of their chapter.
2. The Chapter President and Secretary receive National ASLTA board meeting highlights from the National ASLTA Secretary via email attachment.
3. Chapters have designated space in the ASLTA newsletter/website to communicate chapter news and events to National ASLTA members.
4. Chapters get priority for ASLTA evaluations.
5. Chapter officers' contact information will be included in the ASLTA website.
6. The Chapter President or a designated representative may attend scheduled meetings of the National ASLTA Board to discuss issues and propose various actions.
7. The Chapter may apply for a one-time Matching Professional Development Fund (MPDF) up to \$500.00, not to exceed two years after the chapter affiliation date. (Note: Chapters have no legal or financial connection to National ASLTA for purposes of 501©3 status, tax exemption or insurance.)
8. The Chapter receives a Start-Up Kit, which includes a video, "ASLTA Evaluation & Certification" that becomes the property of the Chapter.
9. National ASLTA may send a board member to the newly affiliated chapter during the first year to: award affiliation, share National ASLTA issues, progress and plans, develop a two (2) year strategic plan, member recruitment and share local/state/regional concerns with National ASLTA.