

**Wisconsin  
American Sign Language Teachers Association  
(Wisconsin ASLTA)  
Bylaws**

**MISSION**

Quality instruction of American Sign Language (ASL) is highly valued and crucial to the preservation of American Sign Language and Deaf Culture.

**ARTICLE I - NAME**

The name of this organization shall be known as the Wisconsin American Sign Language Teachers Association (Wisconsin ASLTA).

**ARTICLE II – OBJECTIVES**

Section 1. Objectives of the Wisconsin ASLTA

1. To promote:
  - a. Professional quality in American Sign Language and Deaf Studies instruction, both locally and in connection with the national American Sign Language Teachers Association (ASLTA).
  - b. The certification of American Sign Language and Deaf Studies teachers by ASLTA.
  - c. The official recognition of American Sign Language as a language and Deaf Studies.
2. To provide an effective avenue for the exchange of information regarding methods and materials in the instruction of ASL and Deaf Studies.
3. To develop and maintain a local directory of certified and non-certified members, and a list of all ASL teachers and ASL programs in the state of Wisconsin.
4. To provide development opportunities for ASL and Deaf Studies teachers.
5. To provide a closer relationship between ASL / Deaf Studies teachers and other organizations with interests consistent with the mission of the Association.

**ARTICLE III – AFFILIATION**

The organization shall be an affiliated chapter of the national American Sign Language Teachers Association (ASLTA).

## **ARTICLE IV – MEMBERSHIP**

Section 1. Membership in the Wisconsin ASLTA shall be open to teachers of American Sign Language and/or Deaf Studies and individuals who support the purposes and activities of the Association.

Section 2. Dues for membership in the Wisconsin ASLTA shall be determined by a majority vote of members in good standing at a regular meeting once a year. Membership becomes effective immediately once paid.

## **ARTICLE V – OFFICERS**

Section 1. Officers of this Association shall be the President, Vice President, Secretary, and Treasurer. With approval of the general membership (or with approval of the Officers), the President shall appoint a Professional Development Chair. The four elected officers and Professional Development Chair shall constitute the Executive Board.

Section 2. The Officers shall be elected every two (2) years by ballot at the spring/summer meeting of odd-numbered years.

Section 3. Nominations for officers can be accepted from members in good standing from the floor at the spring/summer meeting.

Section 4. The immediate past president shall serve as a consultant to the Executive Board for up to one (1) year following election.

Section 5. The Officers must also be members of the national ASLTA or join it within one month of election to office.

## **ARTICLE VI – DUTIES OF OFFICERS**

Section 1. The President shall preside at all meetings of the Wisconsin ASLTA and the Executive Board. S/he shall have working knowledge of the affairs of the Association and serve as a liaison between the Association and external business.

Section 2. The Vice President shall serve in the absence of the President. Also, s/he shall succeed in case of a vacancy in the office of the President. S/he shall be the liaison between the Executive Board and standing and ad-hoc committees of the Association, and shall oversee committee activities.

Section 3. The Secretary shall record accurate and complete the minutes of all Association and Executive Board meetings. S/he shall expedite Association communications and inquires as designated by the President.

Section 4. The Treasurer shall ensure that accurate financial records are kept and maintained, and present a financial report at each Executive Board or regular meeting. S/he shall expedite annual membership dues. S/he shall maintain a roster of all members of the Association.

Section 5. The Professional Development Chair shall be responsible for coordinating all aspects of professional development activities as approved by the Executive Board.

## **ARTICLE VII – EXECUTIVE BOARD**

Section 1. The Executive Board shall consist of the President, Vice President, Secretary, Treasurer, and Professional Development Chair. The Executive Board between regular meetings shall manage the affairs of the Association on a day-to-day basis.

Section 2. All incoming and outgoing funds of the Association, notices of elections and meetings, dissemination of materials, and the like shall be handled through the Executive Board.

Section 3. The Executive Board shall appoint a member to fill a vacancy in any office except for the office of President that shall be filled by the Vice President.

Section 4. Within thirty (30) days after resignation or a new election, the Executive Board shall transfer all records and materials to their successors.

## **ARTICLE VIII – MEETINGS**

Section 1. At least two regular meetings shall be conducted annually as needed.

Section 2. The Executive Board or the President may call a special meeting at any time.

Section 3. Notice of each meeting shall be given in writing, and shall state the location, date, and time of the meeting. Notice of each special meeting shall also include the purpose(s) for which they are being called, and shall indicate who is calling the meeting. All notices shall be disseminated personally or by mail at least fourteen (14) days in advance.

Section 4. 25% of members, in good standing, in attendance shall constitute a quorum to conduct a meeting.

Section 5. The President, or his/her absence, the Vice President, or in his/her absence, the Secretary, and or in his/her absence, the Treasurer shall preside at the meeting.

Section 6. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and consistent with these Bylaws, and any special rules of order the Association may adopt.

### **ARTICLE IX – COMMITTEES**

Section 1. The Association has one standing committee that shall be the Professional Development Committee (PDC). The PDC shall provide professional development opportunities twice annually as required by national ASLTA. Duties include distributing evaluation sheets and certificates after each workshop, record keeping, sending names of workshop attendees to the National ASLTA PDC, and working with PDCs of other ASLTA chapters.

Section 2. Upon approval of the Executive Board, the President shall form committee(s) as deemed necessary and appoint chairs. S/he may appoint members to serve on the committees or may defer the appointment to the committee chairs who shall then give those names to the Executive Board.

Section 3. Any standing committee shall consist of at least two (2) members in good standing.

Section 4. Committees shall submit a report of their activities at regular meetings.

### **ARTICLE X – DISSOLUTION**

Section 1. In order to dissolve and render Wisconsin ASLTA null and void in its existence, there must be at least 75% of members, in good standing, who vote in favor of that motion.

Section 2. When more than 75% of members, in good standing, vote in favor of dissolving the Association, all assets of the Association shall be distributed to the Wisconsin Association of the Deaf (WAD) with a provision that the assets be used for ASL/Deaf Studies activities.

Adopted April 1999  
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