

ASLTA Board Meeting
April 12, 2013

Present:

Glenna Ashton, Brian Kilpatrick, Patricia Beech, Cathi Bouton, and Sharon Lott

Meeting was called to order at 2:20 at Fluent Language Solution located in Suite 400 at 8801 J.M. Keynes Drive [4-min walk from Hilton]. Brian as vice-president took the floor, as Glenna will be here in about 15 minutes. Two positions [secretary and member-at-large] are vacant. Pat will take notes during the meeting.

Minutes from the Board Meeting during CIT 2013 were reviewed. Corrections are:

1. Page 2 (top) – “Cathi claimed no mail so far.”
Cathi clarified this. That phrase really meant “Cathi was not getting any mail from Dorothy.”
2. Page 2 – “Cathi said Judy helped with Zen Cart.”
We needed last name so it is “Judy Gunderson”.
3. Page 2 – “Cathi got a letter from IRS in March and finally opened it in April.”
Cathi clarified this. This phrase meant “Dorothy got a letter from IRS in March and finally opened it in April.”
4. Page 2 – “Windhey Bay Island (?) in Seattle, Washington.” should be “Whidbey Island, WA”.
5. Page 3 – Item b. should be “Sent the Excel to LaNae Phillips and Tony Ellis.”

Glenna arrived at 2:30PM. Meeting resumed.

6. Page 12 - “Glenna said the #7 motion is already set up.”
Note to us: We need to clarify this. Glenna said that this was from 2009.
7. Page 16 – Motion: ASLTA works with CIT on MOU
[Glenna will contact Leslie.]
8. Page 17 – Motion: Annual Membership Cycle September 1 to August 31, beginning September 2013
[Pat and Glenna will prepare Survey Monkey for nominations and bylaws.]
9. Page 18 – \$50 annual membership fee to Deaf History International
[Cathi needs to follow-up on this]

Reviewed motions from 2009:

<p>Jason Zinza, moved that ASLTA establish a new award for a general member to recognize his/her outstanding service to the organization. The ASLTA membership, ASLTA committees, or ASLTA board members can make nominations. Current ASLTA board members are prohibited from receiving this award. The ASLTA board shall decide on the name of winner for the award. Referred to the Bylaws Committee.</p>	<p>Completed. Marie Philips Award was established.</p>
<p>Jason Zinza, moved that ASLTA places a vote before members on the question of whether to change the membership cycle from its current January-December format to one that follows the academic year, namely September –August instead. Referred to the Bylaws Committee.</p>	<p>Survey monkey will be send to members to vote.</p>
<p>Jason Zinza, moved that ASLTA create a list of current members for the ASLTA web page as a way to check one’s ASLTA membership status. Referred to the Bylaws Committee.</p>	<p>Completed. Currently on ASLTA website.</p>
<p>Darlene Swarovski (NJASLTA), moved that each state chapter be allowed to use the parent organization’s domain. Referred to the Website Project Committee.</p>	<p>Chapters can send their info to the Chapter Liaison, who will update information on the website.</p>
<p>James Wilson, moved that the ASLTA and its state chapter host splits the net profits of every conference, 75% to ASLTA & 25% to the state chapter, effective on the next conference in Washington State. Seconded. Carried. EFFECTIVE RIGHT AFTER THIS CONFERENCE.</p>	<p>Implemented at Seattle Conference 2011.</p>
<p>Cynthia L. DuPont, moved that Nationally RID NIC Master Certified interpreters have the ASLPI and SLPI: ASL waived for their ASLTA Provisional evaluations. Referred to ASLTA Evaluation System Committee.</p>	<p>Not approved by ASLTA Evaluation System Committee</p>
<p>Lynn Jacobowitz, moved that an Ad-Hoc Committee be established to revise the ASLTA Evaluation system. Referred to the ASLTA Evaluation System Committee.</p>	<p>The ASLTA Evaluation System Committee will need to finish by June 2 (before the 2013 conference)</p>

Reviewed motions from 2011:

<p>Arlene Garcia-Gunderson moved that ASLTA to establish L1 (ASL as 1st language) board to be part of the ASLTA Strategic Plan to serve Deaf students and teachers.</p>	<p>Brian will contact Arlene, and get answer by May 2nd.</p>
<p>MJ Shahen moved that ASLTA Board of Managers should be empowered to appoint an Executive Director to serve as the chief administrative officer of the Association. The Executive Director shall report to the President of the Association and shall serve as a non-voting ex-officio member of the Board.</p>	<p>Glenna will give history on this. This was attempted in 2004, but we went into the red. We cannot afford. This is a financial feasibility.</p>
<p>MJ Shahen moved that ASLTA shall be involved with or become a member of the organization of CAL (Center for Applied Linguistics (CAL.org) and shall be inputted information of American Sign Language as one of the foreign Language Resources and Professional Development on the website of CAL.</p>	<p>Sharon will check the membership fee.</p>
<p>E. Lynn Jacobowitz moved that ASLTA appoints 3-person committee, consisting 3 non-evaluators with ASLPI of 4+/S:PI: ASL-Advanced Plus to oversee and approve all ASLPI Centers with ASLTA Board's approval.</p>	<p>Keith has been working on this with Loretta at Gallaudet. Keith and Bill are to send report by June 15th.</p>
<p>Jason E. Zinza moved that ASLTA appoint two professional development coordinators to collaborate together when planning the ASLTA conference, to ensure transparency and minimize disruption if one of the coordinators cannot fulfill duties to unforeseen circumstances.</p>	<p>PDC for 2013 conference: Sharon Lott and James Wilson.</p>
<p>Cynthia DuPont moved that ASLTA waive SCPI for CDI or RID CI on NIC Master.</p>	<p>Evaluation Committee recommended to not approve. Board voted to support recommendation. Motion failed.</p>
<p>E. Lynn Jacobowitz moved that ASLTA Review Committee consider removal of the rule that lapsed certified members pay past dues from 2000-2012 to reinstate their certification.</p>	<p>Motion failed.</p>
<p>MJ Shahen moved that ASLTA shall be installed an "ASLTA-News E-Zine Sign up" on the ASLTA website.</p>	<p>Under discussion and investigation</p>

<p>Rachel Loftus moved that ASLTA add another position paper that focus on “Deaf Space” for teachers to point out and present to ASL students.</p>	<p>Sharon contacted Rachel for clarification, and asked her to write a paper for our review and possible approval. Rachel agreed. Sharon will follow-up on this.</p>
<p>Jay T. Levine moved that ASLTA’s website set video instruction and all the information, greetings, certification levels, etc.</p>	<p>For now, Sharon will develop conference videos for posting to YouTube under a new ASLTA channel.</p> <p>Recommended e-mail: ASLTACHannel@aslt.org</p>
<p>Jason Zinza moved that ASLTA be required to consistently publish a record of all motions submitted to the membership during the conference in the ASLTA newsletter and website, and maintain ongoing status updates regarding any and all actions made for each motion, to ensure no motions “disappear” or are “overlooked”, keeping the ASLTA Board accountable to membership.</p>	<p>Motion passed.</p> <p>Glenna will put on web.</p>
<p>E. Lynn Jacobowitz, move that ASLTA Board consider the removal of the rule that lapsed affiliated local ASLTA chapters’ past dues from 2000-2011 and have them reinstated their eligibility. Arlene Gunderson amended to develop a guideline in terms of being inactive and when to reinstate their eligibility. Seconded. Carried.</p>	<p>Chapter Liaison addressed this.</p>
<p>MOU motion: I move that we authorize the Board of Directors of the American Sign Language Teachers Association to work with the Executive Board of the Conference of Interpreter Trainers to develop a formal, written memorandum of understanding between the two organizations to foster ongoing cooperation and collaboration. This memorandum of understanding will require approval by the governing boards of both organizations.</p>	<p>Sharon moved. E. Lynn Jacobowitz seconded. Passed unanimous.</p> <p>Glenna will work with Leslie on the MOU, and announce in the next newsletter issue.</p>
<p>BK moved that ASLTA join DHI as organizational member. Lynn second. Carried.</p>	<p>Cathi will follow-up on this.</p>

<p>Strategic planning update: To provide a closer relationship between teachers of ASL and Deaf Studies and other organizations with similar interests consistent with the mission of the Association.</p>	<p>We will be making an effort to send ASLTA representatives to conferences that will increase our exposure and improve our efforts for collaboration. Members of the board will attend JNCL - NCLIS (May 2013 – Glenna and Brian), ACTFL (November 2013 – Glenna and Brian), NAD (2014 – Reps will be selected later), CIT (2014 – Reps will be selected later)</p>
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Sharon moved that all minutes (CIT and ooVoo) be approved as written. Cathi seconded. Passed.

Sharon will go to Rochester @ June 6th, and get the boxes from Dorothy.

Geraldine Francini just sent email to Glenna that her family was helping her go through Larry Forestal’s stuff. They will send ASLTA-related stuff to Brian.

JNCL-NCIS is during May 9-11. Brian/Jackie and Glenna/Mac will come on May 8. Brian and Jackie will leave on May 12, and Glenna and Mac on May 11.

Treasurer’s Report:

1. Conference-related issues – hold till tomorrow
2. Generally, the online system is ready for conference, evaluation, Honor Society, and Membership.
3. Cathi explained what the old system was like before the online system became available.
4. PayPal is very complicated and time-consuming.
5. We need to address “Associate Member vs. Certified member” issue. Currently, both pay the same conference rate. This needs to be resolved before the 2015 conference.
6. Cathi learned that she could accept payments via QuickBooks. She does this for P-Card only. After this conference, she will re-evaluate and see if there is a better system for online payments.

Sharon moved that Cathi buy a card sweeper for laptop so she could process credit card payments at this conference. Brian seconded. Passed.

Cathi explained that she got letter from IRS regarding lateness of filing the 2011 tax return. IRS waived the fine. FYI, Deadline for organizations to file tax returns is May 15.

Cathi was concerned about # of rooms booked for this conference. Sharon will check with James.

Sharon recommended that future conference planners avoid July 4th week.

Total Liabilities and Equity Balance:
\$199,903.90

Vice-President's Report:

Brian is still working on the policy & procedures book.

Chapter Liaison's Report:

Pat is concerned about Minnesota Loon who is the host chapter for the 2015 conference. The board suggested that Pat contact all officers of Minnesota Loon with CC to the ASLTA Board. If no reply, she will check with Texas Houston, Kentucky, and Maryland.

Review of Goals and Objectives # 1 to 9:

Goals	Objectives	Responsible?	Progress?
1. To perpetuate, preserve, and promote ASL as a heritage language.			
2. To provide a closer relationship between teachers of ASL and Deaf Studies and other organizations with similar interest consistent with the mission of the Association.	ACTFL – Nov 2013 (Glenna)		
	NAD		
	CIT		
	Draft of ASL standards now on web. ACTFL publication postponed to 2014.	Glenna Ashton	

3. To provide an effective avenue for the exchange of information regarding methods of teaching and materials related to the instruction of ASL and Deaf Studies.	Organize 7 th National Professional Development Conference to be held in Charlotte, NC during July 2-7, 2013	PDC: NC ASLTA	ASL Roundtable: Arlene Gunderson
	Organize 8 th National Professional Development Conference to be held in Minneapolis, MN in 2015	<p>PDC: Minnesota Loon</p> <p>Needs to have by May 1st:</p> <ol style="list-style-type: none"> 1. PDC Committee 2. Hotels 3. Fundraiser <p>Note from Glenna: She had VP conversation with secretary, who planned to resign. Secretary had a big fight with Alex. Secretary was worried about Minnesota Loon not being ready for 2015.</p> <p>Pat will contact all officers with CC to the ASLTA board, asking if they are ready for 2015.</p>	
4. To provide professional development opportunities for ASL and Deaf Studies teachers	Continue the biennial conferences with more financial sponsorships	PDC Committee: Sharon	
	Produce conference guidelines handbook by end of the 2013 conference	Cathi Bouton, Barbara Hayes	Draft prepared June 2012

<p>5. To develop and maintain certification standards for ASL teachers and academic programs offering ASL and Deaf Studies courses.</p>	<p>Encourage state departments of education and higher institutions to recognize the ASLTA certification as part of the job qualifications.</p>		<p>Glenna will set up committee.</p> <p>K-12: develop a paper with explanation</p> <p>Example: look at JNCL</p> <p>Find different resources</p>
<p>6. To provide a certification system to ensure highly qualified teachers of ASL and Deaf Studies.</p>	<p>Revise the certification system, to be implemented by January 1, 2013</p>	<p>Evaluation Review Committee: Keith, Glenna, Leslie, and Amy</p>	
	<p>Create a CEU system for professional development activities</p>	<p>Alysse checked that out. It was too expensive and too complicated. We will continue to use RID CEUs for now.</p>	<p>Brian will investigate into this some more.</p>
<p>7. To develop standards and procedures for the accreditation of training programs, facilities and personnel involved in the education of teachers of ASL and/or Deaf Studies.</p>	<p>Develop program accreditation standards, policies, and procedures</p>		<p>We are not ready.</p>

8. To develop and maintain a national directory of fellow members including certified teachers and certified ASL and/or Deaf Studies programs.	Post a national directory of certified members	Currently on website	Completed
	Design a page based on Alysse's suggestions for people to look up information on colleges and universities' status on ASL (entry, exit, etc.) based on the committee work done so far	Marvin was asked to do this (as of August 7, 2012)	Referred to Web Oversight Committee (Pat, Alysse, Barbara Hayes)
	Research and Maintain directory of post-secondary educational institutions accepting ASL as foreign language	Research in Higher Education Committee (REHI): Chair Alysse Ramsmussen	In Process
9. To encourage the development and maintenance of affiliated chapters	Promote, expand, and support the chapters	Chapter Affiliates (Chair is the Chapter Liaison)	<p>During luncheon at this conference: we will have questions for discussion.</p> <p>Workshops to follow:</p> <ul style="list-style-type: none"> • Future of ASLTA • How to Protect Your Chapter

Agenda # 8: We discussed RIT/NTID online documents. ASLTA needs to put articles on ASLTA website.

Tomorrow afternoon, we will discuss Motions, Conference, and Policy & Procedures

Meeting was adjourned at 6:30PM

Respectfully submitted by: Patricia Beech, Pro Tem

ASLTA Board Meeting Notes
April 13, 2013

Present:

NCASLTA Committee, plus Glenna Ashton, Brian Kilpatrick, Patricia Beech, Cathi Bouton, and Sharon Lott

James, Glenna, and Pat decided on \$30 per person for the ASLTA Chapter Luncheon (after factoring into the \$1,000 sponsorship from CIT). That is also for ASLTA Board and ASL Honor Society group.

Brian and Pat checked with James about location of the rooms for interviews and Break Room.

Sponsorships so far:

Gold – SMI and DSP

Ruby – Dr. Don Bangs, NCASLTA, CPCC

Sapphire – CIT, Gallaudet University

Quartz – Language Line, Inc. (formerly Fluent)

Sorenson will do “in kind” donation – like Tote Bags.

Glenna will ask Florida ASLTA for sponsorship.

James will check with NC Relay.

CSD Board – we need to think about what we need, and CSD will cover that.

ASL Honor Society will pay for one refreshment section, and also what we need.

We talked about putting list of sponsors on the ASLTA web.

Technology Needs:

We need at least LCD projectors. It is best to have 14.

Glenna and Pat reminded James about the VIP reception.

Reminders for Glenna and Pat:

1. Motions from 2009 and 2011 on web by April 29
2. Motion Form with Deadline June 15th on web by April 29

Reminders for Glenna:

1. Send ASLTA Banner to James Wilson.
2. Put ASLTA Brochure on web.
3. Send Award specifications to Sharon.

Reminders for Pat:

1. E-mail address for RID, Deaf Passages, and Kerstin’s Travel to James Wilson
2. Chapter Luncheon Menu to Robin Wilson. (Done)
3. Inform Jason Zinza what the Chapter Luncheon Menu was. (Done)

4. Check with Keith about the all-day interviews on Thursday, and ask him to make sure that interviews are not scheduled during the ASLTA Luncheon during 12:15-1:45. (Done)
5. Post on FaceBook and Yahoo Groups, asking for names and death dates for those that have died between July 2011 and now. These will be used for "Silent Moments". (Done)
6. PDF of the ASLTA Brochure to Glenna for posting on the ASLTA web. (Done)
7. 50 copies of the ASLTA Brochure for the JNCL-NCIS
8. Chapter Affiliation Guidelines – add "encouraged to get incorporated)
9. Matching Fund Application for Chapters – send to Brian for the Policy and Procedures book (Done)
10. Nominations Form for President and Secretary – send to Sharon for posting on web (Done)
11. Set up Nominations Committee (Done)
12. Set up Motions Committee – check with:
 - Keith Gamache
 - Paulea Mentanan (spelling?)
 - Barbara Hayes
 - Alysse
 - Rey Vega
 - David Martin
13. Picture of one award to Sharon – so she can get idea of what it looks like for preparing awards for the ASLTA 2013 conference. (Done)

Reminders for Brian:

1. Award Nominations Form – send to Sharon for posting on web (Done)

Reminder for the ASLTA Board:

1. Logo Contest with Deadline June 30
 - Winner will be announced in next newsletter.
 - Brian moved that the winner would get a check of \$200. Sharon seconded. Passed.

FYI for the ASLTA Board:

Brian will be on travel during June 12-17.