



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

**Online Board Meeting Minutes
Sunday, April 24, 2022
Time: 6:30 PM [EST]**

ASLTA is inviting you to a scheduled Zoom meeting.

Topic: ASLTA's Zoom Meeting

Time: Apr 24, 2022 06:30 PM Eastern Time (US and Canada)

<https://us02web.zoom.us/j/84403331669?pwd=bFRidVU1QTRaYkZMcniMaGQrSm1LZz09>

Meeting ID: 844 0333 1669

Passcode: 183195

1. Roll Call

James Wilson, President

Lorraine Flores, Vice President

Jason E. Zinza, Treasurer

Bo Clements, Chapters Affiliation Director

Rhonda Jennings-Arey, Secretary

Jessica Parker, ASLHS Coordinator

David Martin, Communications Director

Amy June Rowley, Evaluation and Certification Director

Participants

Absent:

Amy June Rowley

Bo Clements

2. Meeting called to order by President Wilson at 6:35 pm EST

MOTION #2022-014: I, Lorraine Flores, move to approve the meeting minutes from 03/13/2022 as read.

Seconded: Jason E. Zinza

Vote: Passed

Committee Reports:

CIT Conference Report: Eric Driskill

DEI Committee Report on March 16th Let's Dialogue: Hunta Williams

NPDC Planning Committee Report: Sara Bianco

3. President's Report

- a. DEI Letter. Comments were made based on the open forum hosted by the DEI committee on March 16, 2022. Explained challenges, strategies, and solutions the DEI committee is requesting the Board to consider. Points included recognizing barriers exist preventing BIPOC individuals from earning ASLTA certification. Evaluation Director Amy June Rowley responded earlier with written comments regarding the letter's points concerning evaluation issues. Additional points are the DEI committee wants ASLTA to require all members to undergo various social justice trainings. Response is ASLTA can encourage but cannot require members to attend workshops. Related issue: There is no Board rep to the DEI committee. President Wilson asked the DEI committee to invite one of the current Board members to serve on the DEI committee. There has been no response to several attempts at follow up discussion.

Follow up: Might be a good idea to have the PD Director form a committee to develop a certification mentor program, rather than the Evaluation Office due to conflict of interest.

Vice President Flores is willing to serve as a temporary Board liaison to the DEI committee. When a PD Director is installed, then that person will take over from Lorraine to serve as the permanent liaison.

- b. Ohio ASLTA's List of Questions. There are some open questions that need responding to. Will call a meeting for Tuesday evening to review and answer. They deal with obtaining credit from the conference hotel.
- c. Increased Inquiry about Class Size. External groups and college administrators have contacted ASLTA for best practices on class sizes for ASL courses. They're looking for information best practices for accreditation needs, etc. From Secretary Jennings-Arey: ACTFL is developing guidelines but will not mention specific numbers. Instead will focus on appropriate sizes of classrooms themselves as being

opportune for learning, but not specific course cap numbers. Given the additional issues of online learning (synchronous vs. asynchronous, for example), class size recommendations or caps may not be very useful.

- d. Frequency of Committee Meetings. There is no mention in the bylaws about how frequently committee meetings are required to meet (monthly, bi-monthly, etc).

Committees:

- i. Writing: Meet when there are particular writing tasks that need to be completed.
 - ii. Logo: Similar to Writing. Meet when needed.
 - iii. Membership: Haven't met formally - only 2 Board members.
 - iv. Bylaws: Frequently. Every two weeks.
 - v. Strategic Planning: Generally monthly with periods of every two weeks.
 - vi. DEI: No information.
 - vii. Evaluation Revision: No information.
 - viii. Finance: Have not started to meet yet.
- e. Final Decision on 50th Anniversary NPDC. Information from Bill Newell, past ASLTA President, states that SIGN was established in 1976 at the NAD convention. Shared specific text from the NAD website mentioning the establishment of SIGN in 1976.

Point: If ASLTA hosts a conference in 2026, it may conflict with NAD's conference.

Follow up: Survey ASLTA members after discussing with FASLTA the status of events given Florida's new "don't say gay" law. Concerned we will marginalize our LGBTQ+ members by hosting the conference in Florida. Prefer to have members speak into the process.

4. Vice President's Report

- a. Confirmed, ASLTA will offer two 8-week online "asynchronous" courses: ASL Linguistics and ASL Literature. Deaf Culture online course (pending and possible, different date, not at the same time with two other online courses). Starting date: Monday, June 20, 2022 and Ending Date: Friday, August 12, 2022. From last summer, the fees for ASLTA members with rate and processing fee: one course cost: \$309.27 and two courses cost: \$618.23. For non-member rate and processing fee: one course costs: \$412.26 and two courses cost: \$824.20. The course fees stay the same or increase a little bit more? Remove the non-member and encourage them to join as an ASLTA member?

Will possibly increase fees slightly to \$350.00.

Also considering limiting the courses to members only. Still working out the details.

5. Secretary's Report

- a. Issue with forwarded emails to evaluation assistant. Send to evaluationoffice@aslt.org and CC to Amy June.

6. Treasurer's Report

- a. Website security improvements continuing. Progress has been slower than expected since the key programmers working on ASLTA's site have been ill or dealing with unexpected personal emergencies.
- b. Concerned by ASLTA's lack of internal controls regarding the approval process for spending ASLTA funds. Each Board member is responsible to ensure we meet high standards of fiduciary responsibility and yet we lack or do not enforce internal controls to ensure high standards are met. Requesting clarification of current ASLTA policies regarding unapproved expenses incurred by non-Board members serving on committees.
- c. ASLTA has received an unapproved invoice for interpreting services by Stephanie Hakulin in the amount of \$97.50 for work performed for the DEI committee. There are insufficient funds in the DEI account or contingency fund to pay this invoice. If the motion is approved, where will the funds come from? This action requires an intentional override of QuickBook procedures.

MOTION # 2022-015: I, Jason Zinza, move that ASLTA pay \$97.50 from the main account for interpreting services provided by Stephanie Hakulin.

Seconded: RJ

Vote: Passed

- d. 2022 CIT conference sponsorship. ASLTA has received a request for sponsorship of the CIT conference. Historically ASLTA sponsors CIT for \$1,000.00 and CIT sponsors ASLTA conferences for \$1,000.00. This amount has already been budgeted for in the 2021-2022 budget. We can choose 1 waived registration or 1 exhibit booth. Need to commit by August 1, 2022.

Will not have a booth at CIT. But will send a rep and waive registration if that's an option.

- e. Strategic Planning Committee update: Have not met this month. President Wilson would like to join the next meeting.
- f. Finance Committee update: So far only 1 ASLTA member has shown interest in joining the committee. Any objection to proceeding with a committee of 3 (President Wilson, Treasurer Zinza, and the ASLTA member)? Another person from Ohio may be interested. Call a meeting.
- g. A solution to the programming glitch that prevents certified members from renewing membership on the website has not been discovered yet. However, I have created a way to manually override the glitch and would like to contact certified members who have not renewed 2021-2022 memberships to renew. I'd like to offer a 50% discount

since only a few months remain in the 2021-2022 fiscal year. I recognize that former Associate members may be upset by this discount offered to certified members.

MOTION # 2022-016: I, Jason Zinza, move that ASLTA offer a 50% membership discount to certified members who have not renewed their membership for 2021-2022, putting their ASLTA certification at risk. This would be good only for the 2021-2022 membership year.

Seconded: David Martin

Vote: Passed

Current ASLTA Membership			
Membership Category	Current #	Last Meeting #	2021-2022 Goal
<i>Supporting - 1 year</i>	32	32	85
<i>Supporting - 2 years</i>	58	54	36
<i>Associate - 1 year</i>	253	240	218
<i>Associate - 2 years</i>	163	159	104
<i>Certified - 1 year</i>	116	113	100
<i>Certified - 2 years</i>	65	64	48
<i>Retired - 1 year</i>	0	0	2
<i>Retired - 2 years</i>	2	2	2
<i>Retired Certified - 1 year</i>	5	5	5
<i>Retired Certified - 2 years</i>	8	8	3
TOTAL MEMBERSHIP	702	677	603 (-20%)
<i>Institutional Members</i>	4	4	15
<i>ASLTA Chapters</i>	7	6	10

h. Banking & Schwab update.

Current ASLTA Financial Status			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed

<i>ASL Honor Society</i>	\$ 64,598.35	\$ 107,401.67	147
<i>Evaluation & Certification</i>	\$ 16,876.94	\$ 23,018.04	4
<i>Main Checking</i>	\$ 313,569.15	\$ 231,846.68	167
<i>Conference</i>	\$ 21,190.36	\$ 1,696.63	18
<i>External Donations to the NPDC (2023 Patrons)</i>	\$ 0	\$	
<i>National Standards</i>	\$ 3,108.94	\$ 3,108.83	1
<i>Professional Development</i>	\$ 11,715.25	\$ 8,392.39	3
<i>Inclusion & Equity</i>	\$ 100.00	\$ 100.00	0
<i>Investment</i>	\$ 100.00	\$ 100.00	0
<i>External Donations to Main Checking Account</i>	\$	N/A	
TOTAL ACCOUNT VALUE	\$ 431,258.99	\$ 375,664.24	
Schwab Long-Term Investment Accounts			
	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$ 8,545.33*	\$ 0.00	-\$52.62 (-0.61%)
<i>LF2 Fund</i>	\$ 4,462.54*	\$ 0.00	-\$53.73 (-1.19%)
<i>Riggs Fund</i>	\$ 7,320.81*	\$ 0.00	-\$90.39 (-1.22%)
<i>Main Investment Fund</i>	\$ 89,683.23	\$ 0.00	-\$1,016.58 (-1.12%)
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ACCOUNT VALUE	\$ 110,011.91	\$ 0.00	
*Fund cannot be used until it has reached \$10,000.00 in value.			

7. Professional Development Director - VACANT

- No Report

8. Evaluation and Certification Director Rowley

- <https://youtu.be/8dkd1a5uidk>

9. Chapter Affiliation Director Clements

- No Report

10. Communications Director Martin

- No Report

11. ASL Honor Society Coordinator-Jessica Parker

- Lots of things are ending this month, scholarship applications, ASLHS literature winner announcement, graduation orders, planning for ASLHS summer retreat, will be a report next month. Nothing new to report. President Wilson to work with Jessica to determine the Google Site settings to give ASLHS access.

MEETING ADJOURNED AT 8:43 pm EST

Meeting Minutes respectfully submitted by Jason Zinza

Future meetings: *ALL MEETINGS ARE AT 6:30 PM EST*

May 15, 2022