

Policy No: K-2

Subject: Affiliate Assembly Concerns Process

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Effective Date: 6/24/17

Revision Date(s):

Review Date(s):

Review Responsibility: AASL Affiliate Assembly, AASL Board of Directors, AASL Bylaws and Organization Committee

Policy Statement:

The purpose of the Affiliate Assembly is to provide a channel of communication for reporting concerns of the affiliated organizations and their membership to the AASL Board of Directors (Article XI, Section 2).

Focus:

Primary: AASL Affiliate Assembly

Purpose:

To define the process for submitting, presenting, and voting on AASL Affiliate Assembly Statements of Concern.

Procedure:

1. Any Affiliate Assembly delegate may submit a Statement of Concern on behalf of their AASL Affiliated Organization.
2. The exact dates for the concerns process will be published annually in the Affiliate Assembly Handbook.
3. The following procedure will be used for Statement of Concern preparation, presentation, and voting:
 - 3.1. Preparation of Statements of Concern:
 - 3.1.1. The official “AASL Affiliate Assembly Statement of Concern” form should be used to submit a concern.
 - 3.1.2. Affiliates should submit their Statements of Concern to their regional representative for review and submission to the Affiliate Assembly Coordinating Team and AASL headquarters.
 - 3.1.3. The Affiliate Assembly Coordinating Team will submit the draft Statement of Concern to the AASL Executive Committee for review and feedback to ensure concerns are actionable requests and within the jurisdiction of the association.
 - 3.1.4. The Affiliate Assembly Coordinating Team will work with the affiliate/region to refine the concern based on feedback from the AASL Executive Committee.
 - 3.1.5. Final Statements of Concern will be submitted to AASL headquarters, with the Affiliate Assembly Coordinating Team determining the final concerns to be presented at Affiliate Assembly for consideration and voting.
 - 3.2. Presentation and voting of Statements of Concern:
 - 3.2.1. The Affiliate Assembly Chair will present each concern to the Affiliate Assembly.
 - 3.2.2. Comments must be made by addressing the Assembly from the floor microphone.
 - 3.2.3. Discussion is limited to ten minutes for each concern. The assembly may vote for a five-minute extension, but a maximum of fifteen minutes of total time for discussion will be allowed for each concern.
 - 3.2.4. All concerns must be presented and discussed before any votes are taken.

3.2.5. At the conclusion of each concern presentation and discussion, concerns will be voted on in the order in which they have been presented.

4. Concerns that pass the Affiliate Assembly through a majority vote will be presented to the AASL Board of Directors, by the Affiliate Assembly Chair, for consideration.