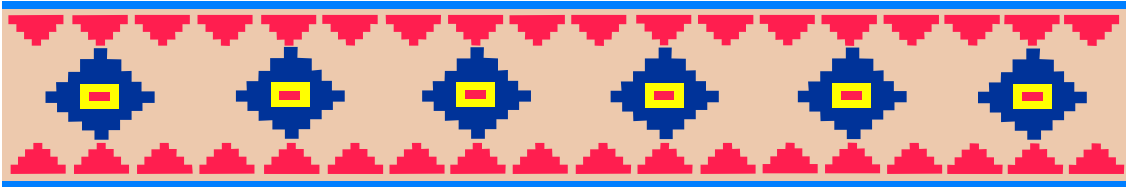


# ACE – DHH Spring Newsletter



## *Letter from the President...*

Greetings one and all!

I can't believe that it is already the end of the semester! It seems like it was just last week that we were all together in beautiful San Antonio! Considering everything that was going on in the country and budget cuts within our universities, the turnout was great! Thanks to everyone who participated! Job well done!

Tony, Margaret and Len are busy making preparations for the 2004 conference in St. Augustine, FL. While they won't make any promises about the weather, they said that they would at least try to have some sunny, warm days.

I heard so many people reiterate what we have all heard, said and known all along: ACE-DHH conferences are a great way to rejuvenate ourselves professionally and personally by seeing old friends and making new ones. This year was no different.

This past year's conference theme: *SPICE: Super Professionals Involved in Creative Endeavors* was truly reflected in all of the presentations. It is so exciting to see and hear what our colleagues are doing in their part of the country. As we look forward to the next year, let us take the information that was shared and implement it, not only in our classes and meetings but in our lives. I am sure that we can all use a little more laughter.

Thanks to Harold and Karen for their guidance and vision on the grant that kept many of us busy throughout the past several years. As we see this project wind down, we know another one lurks on the horizon (because Harold told us so!) I know we will look forward to learning new skills, refining the old ones and continue coming together in the areas that will move the field of Deaf Education again into the limelight as a model field for other national organizations to follow.

I hope everyone has a wonderful, restful and safe summer! Be on the look out for the 2004 Call for Papers from Tony Martin!

Nancy Benham



## Legislative Report

### Legislative Report Submitted by Maribeth Lartz

1. No Child Left Behind Act of 2001 (PL 107-110)
  - Most sweeping reform since the Elementary and Secondary Education Act passed in 1965
  - Redefines the federal education role by requiring high standards and a system of accountability

#### Important Dates

- May 2003-Final accountability plan to U.S. Dept of Education
  - 2003/2004-Single accountability systems to be in place
  - 2005/2006-Testing all grades 3-8 reading and math; ALL educators to be highly qualified
  - 2013/2014-All students reach proficiency goals
2. Take This Mini-Legislative Quiz:
    - Have legislators been featured in any of your chapter or subdivision newsletters?
    - Do you send thank-you notes to your legislators when they vote in favor of an issue you support?
    - Have you invited a legislator to speak at a chapter or subdivision meeting?

I found that I failed the quiz! Let's think about inviting someone involved in the legislative process to come to the 2004 ACE-DHH conference and train us how to be more effectively involved.



# 2004 Conference Information

Where: **St. Augustine, Florida**

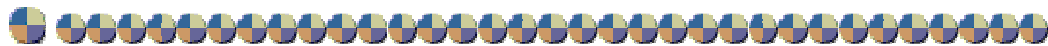
When: **February 19-22**

Hotel: **Casa Monica Hotel**

[www.casamonica.com](http://www.casamonica.com)

Room rates: \$149 per night

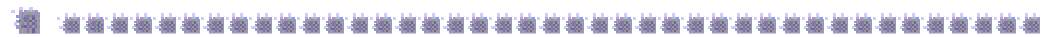
[MembershipFormACEDHH.doc](#)



## *Call For Papers*

*Tony Martin has called for papers for the 2004 ACE-DHH Conference in St. Augustine, Florida. Papers are due to Tony by September 30<sup>th</sup> and selections will be made by October 31, 2003. Please send to:*

**Tony Martin  
Lamar University  
P.O. Box 10076  
Beaumont, TX 77710**



## Note from the Past President: Pam Luft

Wasn't that a great conference in San Antonio? Now we can start gearing up for St. Augustine. Remember, we will again have early conference proposal submission so start planning now.

As your Past President I am responsible to keep the website updated. PLEASE let me know if you see information

that is not correct. Also, give me feedback about the website in general if you have suggestions--pluft@kent.edu or 330-672-0593.

It's always a career high-point to be able to work on by-laws, so this is another advantage of being in ACE-DHH this year! I've revised the existing by-laws as we discussed in the business meetings, and they will accompany or be attached to this document. In addition, I've asked the PT3 grant to post them on the website because it may be easier for some of you to access them in this format. The short version of the changes is as follows:

1. We will elect two 5-year representatives to CED, in staggered terms, to ensure long-term and informed feedback regarding ACE-DHH needs and concerns.

2. Pres, Pres-Elect, and Past Pres are no longer CED reps, and the dates of the CED meetings have been changed to fit recent scheduling.

3. The terms of Secretary & Treasurer, and the Standing Committee members are now all 2 year terms, with staggered elections.

4. Awards and Legislative were made Standing Committees.

5. Vice Pres was changed to Local Arrangements Chair and the duties were changed accordingly.

6. Language was made consistent throughout the document (as much as I could find).

This copy is the first step in the change process. All members must be notified, and then we will vote on this version next Feb. If you prefer to access it through the website, go to [www.acedhh.org](http://www.acedhh.org) and then to "About."

Please let me know if you have any questions or concerns. Are we having fun yet?!!

[ACE-ByLawsRev-03.doc](#)



Here are the bylaws and suggested changes for each member to read:

# **BY-LAWS**

## **THE ASSOCIATION OF COLLEGE EDUCATORS - DEAF AND HARD OF HEARING (ACE-DHH)**



### **Article I Membership**

There shall be three categories of membership in the Association of College Educators - Deaf and Hard of Hearing: Regular, Emeritus, and Associate.

#### **Section 1.0 Regular Membership**

1.1.0 Eligibility for Regular Membership requires that an individual:

- 1.1.1 Be a faculty member in a college.
- 1.1.2 Be involved in the education of professional personnel in the field of education of deaf and hard of hearing.
- 1.1.3 Have paid the Regular membership dues for the current year.

1.2.0 The rights and privileges of Regular membership include the following:

- 1.2.1 Vote on the business of the Association and in elections.
- 1.2.2 Hold office and serve on committees of the Association.
- 1.2.3 Attend and participate in meetings of the Association.
- 1.2.4 Receive the publications of the Association.

#### **Section 2.0 Emeritus Membership**

2.1 Eligibility for Emeritus membership requires that an individual:

- 2.1.1 Have been a Regular member of the Association for a minimum of five years prior to the initial application for Emeritus membership.
- 2.1.2 Have paid the Emeritus membership dues for the current year.

2.2 The rights and privileges of Emeritus membership include the following:

- 2.2.1 Vote on the business of the Association and in elections
- 2.2.2 Attend and participate in meetings of the Association.
- 2.2.2 Receive the publications of the Association.

### **Section 3.0 Associate Membership**

3.1 Eligibility for Associate membership requires that an individual:

- 3.1.1 Be involved in the education of professional personnel who will serve individuals who are deaf or hard of hearing or in the education of individuals who are deaf or hard of hearing. Included for Associate membership are those serving as cooperating teachers, supervisors of internship, coordinators of practicum arrangements with a college, or teachers of a course or a lecturer in a college preparation program. Also eligible are doctoral students preparing for involvement in the education professional personnel.
- 3.1.2 Have an interest in the purpose of the Association.
- 3.1.3 Have paid the Associate membership dues for the current year.

3.2 The rights and privileges of Associate membership include the following:

- 3.2.1 Attend and participate in meetings of the Association without voting privilege.
- 3.2.2 Receive the publications of the Association.

### **Section 4.0 Application and Renewal**

4.1 The membership year shall coincide with the annual conference, to be from ~~January 1 through December 31~~ the first day of annual conference until the beginning of the conference of the following year. Only those who have paid or renewed their membership will be allowed to vote at the business meeting or by absentee ballot.

4.2 Initial membership: An individual shall complete a standard formal application for membership in which information is submitted indicating that the applicant meets the eligibility criteria for Regular, Emeritus, or Associate membership.

4.3 Renewal: An individual shall complete a standard formal renewal application for membership.

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## Article II Dues

### Section 1.0 Establishment of Dues

The annual dues for Regular, Emeritus, and Associate membership and / or changes in dues shall be established through recommendation of the Executive Committee and a majority vote of the membership at an annual meeting.

### Section 2.0 Amount of Dues

The dues for Emeritus and Associate membership shall be lower than the dues for Regular membership.

## Article III Officers

### Section 1.0 President

1.1 The President is the chief executive officer of the Association.

1.2 The duties of the President shall include the following:

- 1.2.1 Preside over regular and special meetings of the Association.
- 1.2.2 Serve as Chair of the Executive Committee.
- 1.2.3 Assume responsibility for the implementation of decisions of the Executive committee and the membership.
- 1.2.4 Call special meetings of the Executive Committee or other committees as needed.
- 1.2.5 Establish ad-hoc committees as necessary.
- 1.2.6 Authorize expenditures of the Association.
- 1.2.7 Act as the official spokesperson for the Association.
- 1.2.8 Serve as official liaison to other organizations and agencies.
- 1.2.9 Serve as ~~a representative~~ **an optional and unpaid observer** of the Association on the Council on Education of the Deaf (CED) Board which meets ~~each December and June/July~~ **twice each year**. [*This is left unspecified so that if seasons or dates are later changed, it will not require a change in by-laws.*]

### Section 2.0 President-Elect

2.1 The President-elect is the official representative for the President and the successor to the office of President of the Association.

2.2 The duties of the President-Elect include the following:

- 2.2.1 Assume the responsibilities of the President in his/her absence.
- 2.2.2 Carry out duties and responsibilities as delegated by the President.

- 2.2.3 Serve as Chair of the Program Committee and plan the theme and the content of the program for the meeting.
- 2.2.4 Serve as ~~a representative~~ **an optional and unpaid observer** of the Association on the Council on Education of the Deaf (CED) Board which meets ~~each December and June/July~~ **twice each year**. [*This is left unspecified so that if seasons or dates are later changed, it will not require a change in by-laws.*]
- Section 3.0 Past-President

3.1 The Past-President shall serve on the Executive Committee for one year immediately following his/her term of office as President of the Association.

3.2 The duties of the Past-President shall include ~~providing assistance to the President and Executive Committee in the conduct of business from the previous year.~~ **the following:**

- **3.2.1 Provide oversight in updating and maintaining the Associate website.**
- **3.2.2 Carry out duties and responsibilities as delegated by the President.**
- **3.2.3 Assist the President and Executive Committee in the conduct of business from the previous year.**
- **3.2.4 Assume the duties of the President in the absence of the President and President-Elect.** [*This item moved to be part of bulleted list consistent with other descriptions.*]
- **3.2.5 Serve as ~~a representative~~ an optional and unpaid observer** of the Association on the Council on Education of the Deaf (CED) Board which meets ~~each December and June/July~~ **twice each year**. [*This item was included as part of the bulleted list. It is left unspecified so that if seasons or dates are later changed, it will not require a change in by-laws.*]

#### Section 4.0 ~~Vice-President~~ **Local Arrangements Chair**

4.1 The ~~Vice-President~~ **Local Arrangements Chair** shall be in charge of local arrangements for the annual meeting of the Association.

4.2 The duties of the ~~Vice-President~~ **Local Arrangements Chair** shall include the following:

- 4.2.1 Serve as a member of the Program Committee.
- 4.2.2 Submit for approval by the Executive Committee the dates and the place for the annual meeting.
- 4.2.3 Make all local arrangements, including scheduling the events of the meeting, obtaining recorders and interpreters as necessary, and providing information on the meeting site and program to the President for distribution to the membership.
- ~~4.2.4 Assume the duties of the President in the absence of the President, President-Elect and Past-President.~~ [*With the office's name change, it seems more appropriate to have the Secretary assume this responsibility.*]



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## **Section 5.0 Secretary**

5.1 The Secretary shall serve as the official keeper of the records of the Association.

5.2 The duties of the Secretary shall include the following:

- 5.2.1 Record and submit to the President and the Executive Committee the minutes of all business meetings, including the meetings of the Executive Committee.
- 5.2.2 Handle official correspondence necessary to the business of the Association as instructed by the President and the Executive Committee.
- 5.2.3 Receive and file the minutes of the committees of the Association, including the Standing Committees, the Program Committee, and ad-hoc committees.
- 5.2.4 Assume the duties of the President in the absence of the President, President-Elect, **and** Past-President ~~and Vice President~~.

## **Section 6.0 Treasurer**

6.1 The Treasurer is the chief financial officer of the Association.

6.2 The duties of the Treasurer shall include the following:

- 6.2.1 Collect the dues of the Association.
- 6.2.2 Manage and safe-keep the funds of the Association.
- 6.2.3 Expend and receive funds authorized by the President and the Executive Committee.
- 6.2.4 Submit an annual financial report to the Executive Committee and present the report to the membership at the annual business meeting.
- 6.2.5 Prior to the annual meeting, submit to the Executive Committee a proposed budget for the following year.
- 6.2.6 Assume the duties of the President in the absence of the President, President-elect, Past-president, ~~Vice President~~ and Secretary.

# **Article IV Elections and Terms of Office**

## **Section 1.0 Terms of Office**

1.1 The terms of office of the President, President-elect, Past-president, **and** ~~Vice President~~ **Local Arrangements Chair** ~~and the Secretary~~ shall be one year.

1.2 The terms of office of the **Secretary and** Treasurer shall be two years.

1.3 All terms of office shall begin at the close of the annual meeting.

## Section 2.0 Vacancies

In the event of a vacancy in an office or on a committee of the Association, the Executive Committee shall appoint a person to serve until the term of office is over.

## Section 3.0 Election Process

3.1 Election shall be by written ballot of the regular membership, except for the Vice President who shall be appointed at the annual meeting after the location for the ~~is next~~ annual meeting has been designated. [*We now identify sites 2 years in advance.*]

3.2 The Membership and Elections Committee shall prepare a ballot of persons willing to serve as officers, chairs of committees, or as committee members.

3.3 The election ballot shall be mailed to Regular members at least six weeks prior to the annual meeting.

3.4 Elections to an office or standing committee shall be determined by a majority vote.

3.5 At the annual meeting, the chair of the Membership and Elections Committee shall **conduct the elections and** announce the names of individuals elected for the coming year. **Members who are unable to attend the annual meeting and whose membership has been paid, may use absentee ballots. These ballots must be delivered to the committee on or before the first day of the annual meeting.** [*Reflects changes approved at prior meetings.*]

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## Article V Committees

### Section 1.0 Executive Committee

1.1 The Executive Committee shall consist of the Association officers and chairpersons of Association standing committees. The Association President shall serve as Committee Chair.

1.2 Responsibilities of the Committee may be carried out by the Executive Committee as a whole or by subcommittees designated by the Chair. Responsibilities shall include the following:

- 1.2.1 Carry out business related to the goals and activities of the Association.
- 1.2.2 Oversee and monitor the activities of other committees.
- 1.2.3 In the event of vacancies in offices of the Association or membership of committees, appoint members to serve until the next annual meeting.
- 1.2.4 Initiate, make recommendations, and receive recommendations from the membership for statements, policies, and actions (a) related to the goals, business,

and activities of the Association, and (b) related to legislation, regulations, policies, and actions of other organizations and agencies.

## **Section 2.0 Membership and Elections Committee**

2.1 The Membership and Elections Committee is a standing committee of the Association

2.2 The Membership and Elections Committee shall consist of a Chair and two other Association members, all elected by the membership of the Association.

2.3 The Committee shall be responsible for overall administration and management of matters pertaining to membership. Specific responsibilities shall include the following:

- 2.3.1 Recruit members for the Association.
- 2.3.2 Establish and implement policies and procedures for the processing of applicants for membership and the renewal of continuing membership.
- 2.3.3 Maintain and disseminate lists of current membership.

2.4 The Committee shall be responsible for overall administration and management of Elections as specified in Article IV of the By-Laws. **Specific responsibilities shall include the following:**

- 2.4.1 Solicit nominations from Association members for each office scheduled for elections.
- 2.4.2 Prepare a ballot and disseminate to members.
- 2.4.3 Monitor mailing and receipt of absentee ballots for members unable to attend the annual meeting.
- 2.4.4 Hold elections at the annual meeting. [*Delineates election process.*]

**2.5 The committee members shall be elected in odd-numbered years for a two-year term of office.**

## **Section 3.0 Publications Committee**

3.1 The Publications Committee is a standing committee of the Association.

3.2 The Publications Committee shall consist of an Editor/Committee Chair and two other Association members, all elected by the membership of the Association.

3.3 The committee shall be responsible for overall administration and management of matters pertaining to publications of the Association. Specific responsibilities include the following:

- 3.3.1 Publish and distribute the minutes of the annual meeting, including committee reports.
- 3.3.2 Publish and distribute at least one newsletter annually.

- 3.3.3 Provide, publish and disseminate other materials as directed by the Executive Committee.

3.4 The committee members shall be elected in even-numbered years for a two-year term of office.

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## **Section 4.0 Awards Committee**

4.1 The Awards Committee is a standing committee of the Association.

4.2 The Awards Committee shall consist of a Committee Chair and two other Association members, all elected by the membership of the Association.

4.3 The committee shall be responsible for overall administration and management of matters pertaining to awards given by the Association. Specific responsibilities include the following:

- 4.3.1 Solicit nominations from Association members for each award.
- 4.3.2 Determine award recipients.
- 4.3.3 Present awards at the annual meeting.

4.4 The committee members shall be elected in odd-numbered years for a two-year term of office.

## **Section 5.0 Legislative Committee**

5.1 The Legislative Committee is a standing committee of the Association.

5.2 The Awards Committee shall consist of a Committee Chair and two other Association members, all elected by the membership of the Association.

5.3 The committee shall be responsible for overall identification and dissemination of information and resources pertaining to pending or implemented legislation, or court cases, relevant to the Association.

5.4 The committee members shall be elected in even-numbered years for a two-year term of office.

## **Section 6.0 Program Committee**

6.1 The Program Committee shall consist of the President-elect, who shall chair the Committee, ~~Vice President~~ **Local Arrangements Chair** ~~who shall be in charge of local arrangements~~, and at least two members selected by the Chair.

6.2 The Committee shall be responsible for overall planning, management, and conduct of the annual meeting. Specific responsibilities shall include the following:

- 6.2.1 Determine the dates and select the location of the meeting for approval by the Executive Committee.
- 6.2.2 Make arrangements for accommodations and meeting activities.
- 6.2.3 Plan the schedule and program for the meeting.
- 6.2.4 Publish and distribute information about the meeting to all members.
- 6.2.5 Set a meeting fee and other charges, to be approved by the Executive Committee. Manage the attendance process.

## **Section 7.0 Special Committees**

7.1 Special ad hoc committees may be established by the Executive Committee.

7.2 Specification for special committees (e.g. charges and responsibilities, committee membership, duration of the committee) shall be determined by the Executive Committee.

## **Section 8.0 General Responsibilities of Committees**

8.1 Each committee shall establish internal policies and procedures regarding meetings and communications, rules of order, and committee member responsibilities. These policies and procedures shall be made available to the Executive Committee and to Association members upon request.

8.2 Each committee shall report its business and activities at the annual meeting, via a written report to the Executive Committee and a presentation to the membership. Additional reports shall also be submitted at the request of the President and the Editor/Chair of the Publications Committee.

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## **Article VI The Annual Meeting**

The Association shall hold an annual meeting at such time and place as determined at the business meeting of a preceding year.

## **Article VII Amendments**

Amendments to the Constitution may be initiated by the Executive Committee or by a Regular member of the Association via a written proposal submitted to the Executive Committee, at least sixty (60) days prior to the annual meeting. Proposed amendments shall be distributed to all Regular members at least thirty (30) days prior to the annual meeting and shall be presented for discussion and action at the meeting. A two-thirds

vote of Regular members present at the annual business meeting shall be required for adoption.

## **Article VIII Governance**

### **Section 1.0 Voting**

~~With the exception of elections, a~~All Association business shall be conducted and concluded during regular business meetings at an ~~Annual M~~meeting, unless the membership present decides that a mail ballot on an item should be conducted. *[Elections are to be held at annual meetings; lower case is consistent with all other occurrences in the document.]*

### **Section 2.0 Parliamentary Procedures**

The President shall appoint a Parliamentarian prior to the Annual Meeting. The parliamentarian serves only to advise the Chair with the Chair making the ruling.

### **Section 3.0 Quorum**

A quorum for any regular business meeting shall consist of 50% plus one (1) of the members registered for and on site of an Annual Meeting.

### **Section 4.0 Special Cases**

The authority in matters not specifically attended to in the Association Constitution and By-Laws shall be the most recent revision of Robert's Rules of Order.

## **Article IX Dissolution**

In the event of dissolution of the Association, the assets of the Association shall be contributed to the Council on Education of the Deaf (CED).

