Policy No: K-2

Subject: Affiliate Assembly Concerns Process

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.