

# AFFILIATE CONGRESS STAT POLICIES

- I. Affiliation
  - A. In order for a group to become an affiliate of the Science Teachers Association of Texas, it must meet the requirements of the STAT Bylaws as described in section 3.01.
  - B. To remain affiliates of the Science Teachers Association of Texas, affiliates must adhere to the regulations set forth in section 3.02 of the STAT Bylaws.
- II. The current affiliate organizations of the Science Teachers Association of Texas are:

ACT <sub>2</sub> :	Associated Chemistry Teachers of Texas
ISEA:	Informal Science Education Association of Texas
ISET:	Integrated Science Educators in Texas
TABT:	Texas Association of Biology Teachers
TAAE:	Texas Association for Environmental Education
TCES:	Texas Council of Elementary Science
TESTA:	Texas Earth Science Teachers Association
TMEA:	Texas Marine Education Association
TSAAPT:	Texas Section, American Association of Physics Teachers
TSELA:	Texas Science Education Leadership Association
- III. Grant Seed Money

The Science Teachers Association of Texas will award a one-time grant of \$500.00 to each STAT Affiliate upon being granted the status of affiliate member. The STAT Treasurer will be responsible for disbursement of the funds.
- IV. Affiliate Congress
  - A. As described in the Science Teachers Association of Texas Bylaws, each affiliate organization is a sitting member on the STAT Board of Directors (section 7.02), and has a vote in the Affiliate Congress (section 7.03).
  - B. The role of the Affiliate Congress are outlined in section 7.03 of the STAT Bylaws.
- V. Affiliate Congress Membership on STAT Board of Directors and Committees

As required by the STAT Bylaws, the Board of Directors and the following committees must have an Affiliate Congress member representative: Membership/Regional Conference, and Policy/Issues.

## CHECK LIST FOR AFFILIATE REPRESENTATIVES

In order for a group to become an affiliate of Science Teachers Association of Texas, they must meet the requirements of the STAT Bylaws as described in Article 3.01. In order to remain affiliates of Science Teachers Association of Texas, affiliates must adhere to the regulations set forth in Article 3.02 of the Bylaws. Please use the following checklist.

### Affiliate Representative Yearly Timeline

Each Affiliate President/Representative has responsibility for the following activities during his/her term on the STAT Board Of Directors:

#### I. January:

- \_\_\_\_\_ Submit an article about your organization to the *STATellite* editor by January 1<sup>st</sup>.
- \_\_\_\_\_ Contact the Executive Director regarding your travel plans one month prior to the February Board meeting
- \_\_\_\_\_ Inform the CAST Committee Chair/STAT Past President if your organization wants to have any of the following activities:
  - A series of workshops/strand at CAST
  - A luncheon at CAST
  - A “Share-a-thon” in the same/different room or with another affiliate(s).

#### II. February:

- \_\_\_\_\_ Attend the Winter STAT Board Meeting.
- \_\_\_\_\_ Submit a report of affiliate activities since the last board meeting.

#### III. March:

- \_\_\_\_\_ Contact the Executive Director regarding your travel plans one month prior to the April/May meeting
- \_\_\_\_\_ Submit information about new affiliate officers to the STAT Executive Director and Treasurer. Include names, home and email addresses, and telephone phone numbers.
- \_\_\_\_\_ Inform the new affiliate president of his/her obligation to attend the quarterly board of directors meetings.

IV. April:

- \_\_\_\_\_ Prepare an affiliate page for the CAST program to the CAST program chair.
- \_\_\_\_\_ Inform the CAST Committee Chair/Past President of luncheon plans; include speaker vitae, title of presentation and AV needs
- \_\_\_\_\_ Attend the STAT Spring Board meeting.
- \_\_\_\_\_ Submit a report of affiliate activities since the last board meeting.
- \_\_\_\_\_ Prepare an end-of-year report for the STAT Executive Director. See the form in the Policy and Procedures Manual, page \*
- \_\_\_\_\_ Locate your STAT Policy Manual and return it to STAT at the Spring Board of Directors meeting.

V. May:

- \_\_\_\_\_ Finalize plans with the CAST Committee Chair/Past President regarding affiliate luncheon and Share-a-thon at CAST.
- \_\_\_\_\_ Submit an affiliate end-of-year report to the STAT Executive Director by June 1.
- \_\_\_\_\_ Secure a copy of the STAT Bylaws and Policy and Procedures Manual for your new affiliate representative.

VI. June:

- \_\_\_\_\_ Submit an article about your organization to the *STATellite* editor by July 1<sup>st</sup>.

VII. July:

- \_\_\_\_\_ Contact the STAT Executive Director regarding your travel plans one month prior to the August meeting

VIII. August/September:

- \_\_\_\_\_ Attend the STAT Summer Board Meeting.
- \_\_\_\_\_ Submit a report of affiliate activities since the last board meeting.
- \_\_\_\_\_ Register for CAST.
- \_\_\_\_\_ Contact the STAT Executive Director regarding your travel plans one month prior to the board meeting at CAST.

IX. October:/November

\_\_\_\_\_ Participate in CAST

\_\_\_\_\_ Attend the STAT CAST Board Meeting(s).

\_\_\_\_\_ Submit a report of affiliate activities since the last board meeting.

IX. December:

\_\_\_\_\_ Submit an article about your affiliate organization to the *STATellite* editor by  
January 1<sup>st</sup>.