

**AATG Governance Documents (Constitution and Bylaws):**

These are the fundamental rules of our organization that the board and members abide by. These documents drive our day-to-day business and inform us as to who we are and why we exist as an organization. They can be changed, but only using due process outlined in the text itself, as governed by the board, which takes the longest time to modify.

**AATG Policies**

AATG Policies govern staff, board, and member actions, and may be modified by the board itself, or by the executive director, depending on the nature of the policy and if there are regulations or laws that may govern non-profit business operations. Examples of policies are the employee or board of directors' handbook, employee benefits policy, summer study eligibility requirements, and grant application procedures. Additionally, specific grants, contracts, or partners may have policies or rules that AATG agrees to and abides by. These policies can be modified by a board vote, executive director decision, or termination of a partner agreement depending on the nature of the policy. For questions about specific policies, contact either the board president or the executive director

**Position Statements:**

A position statement is an expression of the AATG on a specific issue impacting German teachers, students, or programs. This may be a letter encouraging a state government or institution to retain or add German, or a statement on a particular piece of educational legislation. Statements may turn into policies and in some cases may turn into governance documents. Statements are mostly issued by the board of directors but may be delegated to the Executive Director in some cases. Members of AATG, or officially recognized partner organizations, may approach AATG regarding position statements. The Board of Directors may also issue position statements independently. The procedure for requesting a position statement is:

Criteria:

- The position must directly affect teachers, students, and programs in German.
- The position must reflect AATG's institutional goals and values.
- The position may not conflict with any governance documents.
- The position may not result in actions that cause AATG to violate laws or threaten its nonprofit status.
- Requests for position statements must be made by active AATG members or officially recognized partner organizations.

To request a position statement, please contact the chair of the board of directors, who can be found on the AATG Board of Directors page.

In the request, please include the position that AATG should take as an organization and the relevance to the profession, as well as the names of members making the request or the contact person at a partner organization. To facilitate requests, they do not need to be exhaustive or lengthy texts. If follow up is required, the board can reach back out for clarification.

Decisions regarding official AATG positions are made by the Steering Committee, which consists of the President, VP, Treasurer, Secretary, DEI Officer, and the Executive Director.

Adopted April 2023