

PROPOSED BY-LAWS

PURPOSE

To promote excellence in mathematics instruction in the post-secondary institutions of Indiana and surrounding states and to provide a forum for the common concerns of those institutions relating to the mathematics normally taught during the first two years.

MEMBERSHIP

Any person or institution eligible for membership becomes a member upon filling out the membership form and paying dues for the current membership year. The membership year shall be from November 1 to the following November 1.

membership in the organization is restricted to the following:

- a) Regular membership - Any teachers of mathematics or other person interested in two-year college mathematics education in Indiana and surrounding states;
- b) Associate membership - Any full-time student of mathematics or related discipline;
- c) Institutional membership - Any college, university, learning center, manufacturer, or similar entity that supports the purposes of the association.

OFFICERS

- a) Only regular members of the association are eligible to hold offices. The titles of the officers are president, president-elect, treasurer, past-president and secretary. The officers serve for two-year terms.
- b) The president-elect automatically succeeds the president at the end of his/her term or when the president leaves office permanently. In the event that an officer other than the president leaves office before the expiration of the regular term, the president, with the approval of the board of directors, shall appoint a replacement for the remainder of the term.
- c) The officers are members of the board of directors. Nine additional members shall be elected from the membership and shall serve 3-year terms with 3 to be elected each year.

DUTIES OF THE OFFICERS

President

The president shall:

- a) preside at all meetings of the organization
- b) serve as Chairman of the board of directors and prepare the agenda for all board meetings
- c) act as ex-officio member of all committees, except the elections committee

- d) appoint the newsletter editor and supply appropriate assistance in the publication of the newsletter
- e) be a delegate to the AMATYC annual meeting

President-elect

The president-elect shall

- a) act as President in the absence of the president
- b) be the scientific program chairman for all meetings
- c) obtain the coordinator for each meeting whose school will host the meeting. The coordinator will make all physical arrangements for the meeting. The coordinator and president-elect will make arrangements for notifying the membership.
- d) assume other duties as assigned by the board of directors arrangements for the meeting.

Secretary

The secretary shall:

- a) keep accurate permanent records of the meeting of the organization and also of board of directors
- b) be responsible for all official correspondence of the organization
- c) keep an up-to-date mailing list of members and potential members and provide this to the president-elect.

Treasurer

The treasurer shall:

- a) be in charge of all financial records and funds
- b) be in charge of all receipts and disbursement and keep accurate records of the same
- c) make a financial report at each regular business meeting and prepare an annual report and any other financial reports requested by the president
- d) provide the secretary with a list of paid members.
- e) prepare a budget for the coming fiscal year and submit to the Board of Directors

Past-president

The past-president shall:

- a) chair the nominating committee and conduct elections at the spring meeting
- b) serve as membership chairman

DUTIES OF BOARD OF DIRECTORS

The board of directors shall:

- a) aid the president in carrying out the purposes and obligations of the organization
- b) assist the president-elect in organizing the scientific program
- c) assist the president-elect in identifying the host institution
- d) appoint a delegate to the AMATYC annual meeting from the board membership
- e) adopt the dues schedule for the following fiscal year
- f) adopt a budget for the following fiscal year
- g) consider and make recommendations for changes in the by-laws

AMENDMENTS OF THE BY-LAWS

These by-laws may be amended by the affirmative vote of two-thirds of the board of directors or by a majority vote of the members voting on the amendment.

ELECTIONS

Officers are elected by secret ballot by the regular members at the spring meeting. Officers start their term by August 1 following their election and hold office for two years.

DISSOLUTION CLAUSE

If at any time, in the opinion of the board of directors, the organization shall cease to carry out the purpose as herein stated, all assets and property held by it shall, after the payment of liabilities, be paid over to an organization selected by the board of directors, which has similar purposes and has established a tax-exempt status.

PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order, Revised, govern in all cases to which they are applicable and in which they are not inconsistent with the by-laws.

AFFILIATIONS

The organization will maintain affiliations with appropriate professional organizations determined by the membership.

ENABLING STATEMENT

To reduce the present board of directors from 21 to 9, 3 directors will be elected each spring and all the present directors will complete their terms. Thus,

Spring 1990 - elect 3, board size 17

Spring 1991 - elect 3, board size 13

Spring 1992 - elect 3, board size 9

following years - elect 3, board size 9

Should this be considered and become part of the by-laws?

Who should be responsible for sending news items to the AMATYC newsletter? Maybe the newsletter editor should prepare and submit to the president?