

Mathematics Club Constitution

Article I: Name

Mathematics Club of Mary Baldwin University

Otherwise known as Math Club of Mary Baldwin University.

Article II: Purpose

The Mathematics Club is an on-campus group of students interested in mathematics that provides an environment for members to explore different topics or applications of math, seek guidance, and share knowledge and love for math. Members more experienced in math are encouraged to assist those who might need help navigating the Mathematics major/minor requirements or homework when able. There will be opportunities to learn about the research experiences available in the field of mathematics as well as the process of finding them, applying, and the experiences of attending one.

Article III: Membership

Membership is open to the entire Mary Baldwin University student body interested in mathematics, whether of their own interest, or as a field of study. There is no requirement to be a part of this club aside from interest. Attendance at least once a month is required for active membership. There are no dues.

Article IV: Meetings

Club meetings will be held once a week. Club members must attend at least one meeting a month to be an active member. In these meetings, we will go over math club business, elections if they need to take place, review upcoming events, talk about participation opportunities, offer advice to students taking math classes or students trying to navigate the math major/minor, along with many other possibilities.

Article V: Club Officers

Section One: President

Duties:

The President should lead all meetings and activities. They are also in charge of organizing club events, communicating with the faculty advisor and the other Club Officers, and other organizations as a representative of the club.

Section Two: Vice President

Duties:

The Vice President assumes all of the President's duties when the President is incapable of doing so. The Vice President assists the President with organizing club events, communicating with the faculty advisor and the other Club Officers.

Section Three: Secretary

Duties:

The Secretary's responsibilities include keeping all documentation organized and up to date, creating and/or managing flyers and announcements, sending emails to inform members of meetings, recording the minutes of the meeting, and keeping track of member sign-in records.

Section Four: Treasurer

Duties:

The Treasurer is responsible for monetary transactions, records, and fundraising. They must correctly follow the guidelines provided in the Mary Baldwin University club handbook for maintaining proper documentation and budget request forms. Any transaction must be approved by the other Club Officers and the records of the transactions must be available to them.

Section Five:

The Club Officers may mediate any disputes between club members and handle requests for redress or removal of another officer. (See Article X)

Article VI: Faculty Advisors

The official faculty advisor will be a willing and interested member of the Mary Baldwin University faculty. They will provide guidance and be available to answer questions and assist with relevant activities. They may also mediate disputes between Club Officers.

Article VII: Terms

Club Officers will be elected at the end of the Spring Semester. Each term will last one academic year. Club Officers must attend at least seventy-five percent of meetings. The club will be active all academic school year. During the summer breaks, the newly elected Club Officers are expected to plan the next year's events.

Article VIII: Finances

Fundraisers will be held to help fund and create opportunities or purchase materials for club members to further their understanding of mathematics and its applications. All financial procedures shall follow those laid out in the Mary Baldwin University club handbook. The club will also participate in various fundraising opportunities both through ICC and independently to

raise funds. The Mathematics Club will also undertake outreach opportunities to raise interest in math and boost club membership.

Article IX: Elections

Section One:

To qualify for a Club Officer position, one must be an active member of the club and also attend at least seventy-five percent of all meetings, and participate in the brief session to meet the candidates at the last general meeting of the year.

Section Two:

The election will take place after the brief session for meeting the candidates during a general club meeting after spring break or in April, before the end of the spring semester.

Section Three:

Majority vote will determine the new Club Officers.

Section Four:

In the event that a replacement is needed after removal of a Club Officer, the replacement will be elected by a majority vote as per the provisions of Sections One and Three.

Section Five:

In the event that a replacement is needed due to withdrawal from the club or Mary Baldwin University for any reason, the replacement will be elected by a vote of the acting Club Officers, and any active members may present themselves as candidates.

Section Six:

For any election process regarding Club Officer positions, in the case of ties, there will be a retake of votes for all tied candidates. If there is still a tie, the faculty advisor will cast the deciding vote(s).

Article X: Removal Procedure

Section One:

Grounds for removal:

If a Club Officer fails to satisfactorily perform their duties, fails to adhere to this constitution, or abuses their position, a two-thirds vote of active club members may impeach said Officer. This vote must be anonymous.

Section Two:

If any club member has a complaint against a Club Officer, they must first bring it to the attention of the other Club Officers and request redress. They will determine the course of action to be taken so the Officer against whom the complaint was given may become aware of their own actions and correct them.

Section Three:

If the Officer against whom the complaint was given refuses the request for redress, continues in their objected actions, or otherwise continues in actions qualifying for removal, a meeting will be held to vote on the removal of that officer.

Section Four:

The time period for this redress or cessation of objected actions is until the subsequent club meeting after the complaint has been addressed with the Officer whom the complaint was given.

Section Five:

Any Club Officer wishing to resign from their position must give the other Club Officers two weeks notice so that they can organize an election to replace them. Until such time as they are replaced they must perform their duties as written in the constitution. In the case of resignation due to withdrawal from Mary Baldwin University for any reason, the other Club Officers will share the burden of the responsibilities of the resigning Officer until a replacement Officer is elected as per the provisions of Article IX, Sections Five and Six.

Article XI: Amendments

A majority vote of the active members is necessary to decide to amend this constitution. Amendments must be presented in writing and shall be voted on at the subsequent meeting after the written request for amendment has been received. All active members shall be given notice of the vote, a copy of the constitution, and a copy of the proposed amendment, so that they can prepare to be present and informed to vote on the amendment at the meeting. If the vote does not pass, the individuals wishing to amend the constitution may review their proposed amendment, revise it, and re-submit it to undergo another vote. If the vote passes, the club president or vice president will send the amendment to the ICC chairwoman to begin the process of officially amending the constitution with senate.