

# AlaMATYC Bylaws

## *Article 1 – Name*

The name of the Association is the Alabama Mathematical Association of Two-Year Colleges (AlaMATYC). The Association is affiliated with the American Mathematical Association of Two-Year Colleges (AMATYC).

## *Article 2 – Mission Statement*

The Alabama Mathematical Association of Two-Year Colleges is a non-profit, educational association. Our mission is to:

- a) Ensure the preparation of scientifically and technologically literate citizens who are capable of making educated decisions, who have skills needed by business and industry, and who will continue to educate themselves by encouraging the development of effective mathematics programs;
- b) Afford a state forum for interchange of ideas by serving as a network for communications and actions among faculty across the state of Alabama;
- c) Develop and improve the mathematics education and the mathematics-related experience of students in their first two-years of college mathematics;
- d) Promote the professional welfare and development of its members;
- e) Promote support for and involvement in the American Mathematical Association of Two-Year Colleges (AMATYC), and to disseminate information from AMATYC.

## *Article 3 - Membership*

Any person becomes a member upon filling out the membership form and paying dues for the current membership year.

Members are defined by the following:

- a) Regular member – Any teacher of mathematics or other person interested in two-year college mathematics. Only regular members have voting privileges.
- b) Student member – Any student of mathematics or related discipline

The membership year shall begin at the close of each annual business meeting. Only regular members of the Association may hold office, nominate candidates for office, or serve on official committees. Dues are paid by all members at the designated rates set at the annual meeting. Student members have reduced rates.

#### ***Article 4 - Duties of Officers***

The officers of the Association are President, President-Elect, Past President, Secretary, Treasurer, Publications Coordinator, and Webmaster. These officers constitute the Executive Board. The affairs of the Association are conducted by the Executive Board, subject to the authority of the membership.

##### **The President shall:**

- a) Preside at all meetings of the Association.
- b) Serve as Chairperson of the Executive Board and prepare the agenda for all regular business meetings and Board meetings.
- c) Serve as an ex officio member of all committees.
- d) Perform all other duties that regularly pertain to the office.
- e) Serve as a delegate to the national convention of AMATYC.
- f) Appoint AlaMATYC delegates to the national convention of AMATYC.

##### **The President-Elect shall:**

- a) Organize and coordinate the program of the annual meeting.
- b) Coordinate publicity and public relations activities.
- c) Act as an ex officio member of specific committees created by the Executive Board, as needed, and dictated by the President.

##### **The Past-President shall:**

- a) Act as the ex officio member of specific committees created by the Executive Board, as needed, and dictated by the President.
- b) Coordinate the audit of the books of the association.
- c) Administer the election procedures as outlined in the AMATYC policy manual.

##### **The Secretary shall:**

- a) Be in charge of the non-financial records of the Association.
- b) Notify members of Association meetings and Board meetings.
- c) Be responsible for the official correspondence of the Association.
- d) Keep accurate permanent records of meetings of the Association and the Executive Board.
- e) Maintain updated lists of delegates and other appointees.
- f) Maintain an active membership list.

**The Treasurer shall:**

- a) Be in charge of the financial records and funds of the Association.
- b) Be in charge of all receipts and disbursements of the Association and keep accurate records of the same.
- c) Make a financial report at each regular business meeting.
- d) Make an annual organizational budget and present it to the Executive Board for approval. This budget will be available for membership after approval.
- e) Certify the membership to the appropriate people.

**The Publications Coordinator shall:**

- a) Oversee the production and distribution of an electronic newsletter on a regular basis;
- b) Collect and edit appropriate articles for the newsletter;
- c) Publish notices of meetings, elections, and other official business as determined by the Executive board.

**The Webmaster shall:**

Maintain the organization's webpage.

**Other Appointed Positions:**

Other positions should be appointed as deemed necessary by the Executive Board

**Term of Office:**

The President, Secretary, and Treasurer each serve a one-year term. The Publications Coordinator and Webmaster are appointed by the Executive Board to two-year terms. The President-Elect automatically succeeds the President at the end of the President's term. The Past-President serves for one year after serving as President. In the event that an officer other than the President leaves office before the expiration of the regular term, the Executive Board shall appoint a replacement for the remainder of the term. Should the President leave office before the expiration of the regular term, the President-Elect will complete the unfinished term in addition to his/her regular term. If there is no current President-Elect and the office of the President becomes vacant, then the Past-President will serve for the remainder of the business year.

### ***Article 5 – Committees***

Committees may become necessary for the proper running of the organization. The Executive Board has the right to create a committee and appoint regular members to that committee for the purpose of advancing the purpose of the organization. Any committee that is created and meets regularly for the span of 3 years (any length of time between annual meetings represents a year), must be presented to the membership as a possible permanent committee at the annual meeting. The membership will have the right to vote on whether the committee should be added to the AlaMATYC bylaws. The committee will become part of the bylaws by the affirmative vote of a simple majority of members present at the annual business meeting. If approved, the committee will be added to the bylaws as a subsection of Article 5. If not approved, nothing will be added to the bylaws. Any committee that is not approved by the membership of AlaMATYC must be presented at the annual meeting each subsequent year that it is formed.

### ***Article 6 - Amendments to the By-Laws***

Amendments to the By-Laws may be proposed by the Executive Board at the annual business meeting. The proposed changes become part of the By-Laws by the affirmative vote of a simple majority of members at the annual business meeting.

### ***Article 7 – Elections***

Officers are elected by regular members using the procedures outlined in the By-Laws. New officers start their term immediately following the annual business meeting after each election.

### ***Article 8 – Rules***

The rules contained in the latest edition of Robert's Rules of Order govern in all cases to which they are applicable and in which they are not inconsistent with this By-Laws.

### ***Article 9 – Dissolution***

The Association may be dissolved only after an amendment of the By-Laws has been adopted by no less than 2/3 of voting members present. In the event of dissolution, the assets and properties remaining after the payment of all expenses and the satisfaction of all liabilities shall be distributed as determined by the Executive Board.