

THE CONSTITUTION AND BY-LAWS OF THE
ELIZABETHTOWN COLLEGE MATH CLUB

ARTICLE I - NAME AND PURPOSE

Section 1. This organization shall be known as the Elizabethtown College Math Club.

Section 2. The purpose of the organization shall be:

1. To generate and maintain an active interest in Mathematics for students of Elizabethtown College.
2. To gain a broader view of current ideas and research in Mathematics, and employment opportunities through outside speakers and field trips.
3. To encourage mathematics activities and offer leadership to all interested in mathematics.
4. To support Elizabethtown College in general, and the Mathematics Department in particular, by talking with High School Students interested in Mathematics.

ARTICLE II - MEMBERSHIP

Membership shall be open to all math majors and minors of Elizabethtown College and any other students with a special interest in mathematics.

ARTICLE III - OFFICERS AND EXECUTIVE BOARD

Section 1. The officers of this organization shall be the president, vice president, secretary, and treasurer. These officers shall constitute the Executive Board of this organization.

Section 2. The term of the officers shall be one year.

Section 3. The ranking of the Executive Board Members shall be as follows: president, vice president, secretary, treasurer.

Section 4. Elections

1. Elections shall be held at the end of the spring semester.

ARTICLE IV - COMMITTEES

Section 1. Ad Hoc Committees will be formed as the work of the organization demands.

Section 2. The president shall appoint the chairperson and the committee members. The president may ask for volunteers or whatever method he or she deems appropriate.

ARTICLE V - MEETINGS

Section 1. Meetings shall be held when the presidents deems necessary.

Section 2. The secretary shall notify all members of special meetings and send reminders of regularly scheduled meetings to all members.

Section 3. A simple majority of those members present will constitute a quorum for the transaction of business provided that all members have had two days notice of the meeting.

ARTICLE VI - DISSOLUTION

If, at any time, this organization shall cease to carry out the purpose as hereinstated, all assets and property held shall be paid to the Math Department of Elizabethtown College. This decision shall be the responsibility of the executive board in consultation with the advisor.

ARTICLE VII - AMENDMENTS

This constitution and/or its By-Laws may be amended by a vote of two-thirds of the members present at a meeting provided that all members have been provided with the amendment considered and the time of the meeting at least one week prior to that meeting.

BY-LAWS

ARTICLE I - DUTIES OF THE EXECUTIVE BOARD AND OFFICERS

Section 1. The President shall:

1. preside over all meetings of this organization.
2. act as supervisor over all committees.
3. coordinate the activities of the group.
4. provide the secretary with the agenda of each meeting for circulation prior to that meeting.

Section 2. The Vice President shall:

1. perform the duties of the president in the president's absence or in case of the president's inability to serve.
2. perform the duties of a liaison between the members of the organization and the faculty of the Mathematics Department, Student Senate and the Campus Community as a whole.
3. perform other duties as assigned by the president.

Section 3. The Secretary shall:

1. record minutes of each meeting.
2. carry on all correspondence of the organization.
3. take attendance at each meeting.
4. maintain permanent records of this organization pertaining to non-financial matters.

Section 4. The Treasurer shall:

1. handle all financial affairs.
2. give a financial report at each meeting.

Section 5. The executive board shall:

1. Meet at least once per month to plan meetings after obtaining suggestions from the membership as a whole.
2. carry out business of an emergency nature.
3. call special meetings as necessary.
4. act as a steering committee for activities of the organization.

ARTICLE II - ATTENDANCE

All math club members are expected to attend as many meetings and club activities as his or her academic schedule would allow.

Members who attend activities with a cost will be given a pro-rated discount if they have helped with fund raiser activities, and sufficient funds are available.

ARTICLE III - PARLIAMENTARY PROCEDURE

Robert's Rules of Order Newly Revised shall be the authority in questions of Parliamentary procedure.