

**Constitution and By-Laws
Of
The Maryland Mathematics Association of Two-Year Colleges**

Constitution

Article I. Name

The name of this organization shall be the Maryland Mathematics Association of Two-Year Colleges.

Article II. Purpose

Section 1: To encourage an active interest in mathematics and its teaching and to work towards the improvement of mathematics education.

Section 2: To provide a medium of exchange of views and information about mathematics and the teaching of mathematics on the two-year college level.

Section 3: To provide a voice and means of influencing the mathematics curriculum in the two-year college.

Section 4: To enhance the prestige of the profession of mathematics teaching.

Article III. Membership

Section 1: Active member: Any teacher of mathematics in an institution that awards a college certificate or degree or any other person in sympathy with the purposes of the membership shall be eligible for membership.

Section 2: Associate member: any college student interested in the purposes of this organization may become an associate member.

Section 3: Honorary member: Any person who is a member at the time of that persons retirement from the teaching profession shall be an honorary member for life. One-year honorary membership may be given to any person by majority vote of the membership at any meeting of the association.

Article IV. Officers

The officers of this organization shall be a President-elect in odd years, Past-President in even years, President, Secretary, Treasurer and Affiliate Delegates. These officers shall comprise the Executive Committee

Article V. Meetings

An annual meeting shall be held each calendar year. Additional meetings may be held at the discretion of a majority of the Executive Committee. A quorum at any meeting is the membership attending that meeting. A meeting shall be announced no less than thirty days prior to that meeting.

Article VI. Amendments

This constitution and bylaws may be amended by a majority vote of the members present at an annual meeting provided that the proposed changes have been submitted to the membership at least thirty days in advance.

By-Laws

Article I. Officers

Section 1: Qualifications

To be an officer a person must have been a member of this organization for one year prior to the annual meeting, except that in the organizations first year there shall be no qualifications.

Section 2: Term and Election

The President-elect is a one year position that will be elected at the annual meeting held in the odd years. An Affiliate Delegate (or alternate) will also be elected for a two year term. The President-elect will subsequently serve a two-year term as President. In the even years, the treasurer shall be elected at the annual meeting, to serve for a term of two years and the Secretary shall be appointed by the new President for a two year term. All terms begin immediately at the adjournment of the meeting at which they are selected. The outgoing President will

serve in the Past President position for one year. An officer may succeed himself or herself.

Section 3: Vacancy

If a vacancy occurs in the office of President, the President-elect or Past President shall become President for the remainder of that year. If a vacancy occurs in the office of Past President, Secretary, Treasurer or Affiliate Delegate, the president shall appoint a replacement. If a vacancy occurs in the office of President-elect a special election shall be held.

Article II. Dues

The annual dues for active and associate members will be set each year at the annual meeting by the members present. There shall be no dues for honorary members.

Article III. Parliamentary Authority

The rules contained in Roberts Rules of Order Revises shall govern the meetings of this association in cases in which they are not inconsistent with these by-laws.

Article IV. Duties of Officers

Section 1: The President shall:

- (a) Call and preside at all meetings of the Association and the Executive Committee.
- (b) Perform other functions as necessary to carry out the intent of this Constitution and By-Laws and the will of the membership as expressed by majority vote at any meeting.

Section 2: The Past President shall:

- (a) Preside at any meeting of the Association or the Executive Committee in the absence of the President.
- (b) Serve as President should that office become vacant in even years.
- (c) Serve as an Affiliate Delegate.

- (d) Chair the Nominating Committee.

Section 3: The President-Elect shall:

- (a) Preside at any meeting of the Association or the Executive Committee in the absence of the President.
- (b) Serve as President should that office become vacant in odd years.
- (c) Serve as an Affiliate Delegate.

Section: 4 The Secretary shall:

- (a) Keep minutes of every meetings of the Association and distribute such minutes no later than the end of the following meeting.
- (b) Keep minutes of all meetings of the executive committee.
- (c) Prepare mailings and correspondence as directed by the President and/or the Executive Committee.

Section 5: The Treasurer shall:

- (a) Receive, record, and disburse all monies of the Association.
- (b) Maintain the membership records for the Association.
- (c) Report on the current balance at the annual meeting.

Section 6: The Executive Committee shall:

- (a) Serve as a nominating committee for the officers of the Association.
- (b) Prepare and submit a budget.
- (c) Perform other duties as assigned by the President or membership.