



New England Mathematical Association of Two-Year Colleges

CONSTITUTION

adopted April 8, 2000 and amended April 21, 2007

ARTICLE 1 NAME

The name of the Association is the New England Mathematical Association of Two-Year Colleges.

ARTICLE 2 MISSION and OBJECTIVES

A. MISSION

The mission of the Association is to encourage and promote the expansion and improvement of the mathematics curriculum, mathematics education, and related experiences of students in two-year colleges, and in similar programs within any institution of higher education, in the greater New England area.

B. OBJECTIVES

The objectives of the Association are, within the scope of the mission, the following:

1. Provide a forum for the exchange of ideas and experiences among mathematics educators through conferences, meetings, workshops, newsletters, web sites, e-mail and other appropriate means;
2. Encourage the development of effective mathematics programs;
3. Promote the professional welfare and development of all members.

ARTICLE 3 MEMBERSHIP

A. Membership Year

The membership year of the Association is May 1 of one year to the following April 30.

B. Membership

Membership is open to any educators, students, retired educators or other persons who are interested in the mission and objectives of the organization.

ARTICLE 4 DUES and FEES

A. DUES

Annual dues are paid by all members. The Executive Committee recommends rates and the designated rates are set by the Association at the annual conference.

B. FEES

The Association may assess fees in addition to dues, as recommended by the Executive Committee and set by the Association at the annual conference.

ARTICLE 5 OFFICERS of the ASSOCIATION

A. OFFICERS

There are five officers: President, Vice-President, Secretary, Treasurer, and Past-President.

B. ELIGIBILITY

Only members of the Association are eligible to hold office.

C. ELECTION and TERM

1. Each officer except the Past-President is elected at the annual business meeting.
2. The term of office begins on May 1 and has a duration stipulated below for each office. The president may not be elected to consecutive terms. Any other elected officer may stand for reelection.
 - a. The President will:
 - i. be elected to a two-year term.
 - ii. conduct the business portion of the annual conference
 - iii. report on the state of the organization at the annual conference
 - iv. assume the role of past-president at the conclusion of the term.
 - v. with the approval of the Executive Committee, appoint the newsletter editor(s), membership coordinator(s), and webmaster.
 - vi. schedule and preside over Executive Committee meetings.
 - vii. perform all duties normally associated with this office.
 - b. The Vice-President will:
 - i. be elected for a one-year term.
 - ii. conduct meetings and fulfill the obligations of the President in situations where the President is absent. If

the president is unable to continue in office, the Vice-President will assume the office of President.

- c. The Secretary will:
 - i. be elected to a two-year term.
 - ii. be responsible for the official correspondence of the Association.
 - iii. maintain the records of the Association and transmit these records to the succeeding Secretary
 - iv. take minutes of the meetings of the Association.
 - v. maintain an up-to-date copy of the Constitution, and in collaboration with the Executive Committee, make changes as voted by the members
- d. The Treasurer will:
 - i. be elected to a three-year term.
 - ii. be in charge of all the financial records and funds of the Association.
 - iii. surrender the financial records of the Association for annual auditing to a designee appointed by the Executive Committee.
 - iv. give a report at the annual business meeting.
 - v. retain an up-to-date membership list.
 - vi. receive dues payments.
- e. The Past-President will:
 - i. serve a two-year term following the expiration of the term of president.
 - ii. serve as a consultant to the Executive Committee as needed.
 - iii. nominate members for the Nominations Committee at the fall Executive Committee meeting in the year they take office and as vacancies arise.
 - iv. supervise maintenance of the Policy Manual.

ARTICLE 6 APPOINTED POSITIONS

The Executive Committee may appoint association members to assist the Association in fulfilling its mission. These appointees may include a newsletter editor, membership coordinator, conference chairperson, immediate past conference chairperson, and webmaster. Other positions may be created by the Executive Committee as needed. Members may be reappointed to successive terms. No person should fill two positions. No elected officer should fill an appointed position. With the exception of the Conference Chair and the Past

Conference Chair, The Executive Board will review all appointed positions annually.

The policy manual provides the most up-to-date list of responsibilities of these positions. In addition to the stipulated duties members may be called upon to perform additional duties as required.

ARTICLE 7 EXECUTIVE COMMITTEE

A. MEMBERSHIP

The Executive Committee is comprised of the officers, At-Large members, and Article 6 appointees as stipulated.

1. Officers
The officers of the association are voting members.
2. At-Large Members
 - a. Four Association members are elected to serve on the Executive Committee as voting members.
 - b. The term of office is two years and begins on May 1. Two are elected in even-numbered years, and two are elected in odd-numbered years.
3. Appointed Members
Members appointed per Article 6 serve as non-voting members of the Executive Committee if the duties of the position require this.
4. Vacancies
The Executive Committee may fill vacancies as they arise on the Executive Committee

B. MEETINGS

The Executive Committee will meet at least once per semester and at other times as necessary to facilitate the business of the organization. The President will schedule these meetings.

C. DUTIES

The Executive Committee will:

1. certify nominees as candidates for elected positions.
2. review and present new business items to the annual meeting.
3. review all constitutional amendments and bring their recommendations to the annual meeting.
4. select the site and the date(s) of the Annual Conference.
5. maintain the Policy Manual.
6. perform all other duties needed to maintain the well-being of the Association within the limitations of the constitution

ARTICLE 8 NOMINATIONS COMMITTEE

There shall be a Nominations Committee.

The Past-President serves as an ex officio member and nominates committee members to the Executive Committee.

The committee should have 3 to 5 members. In the Fall, the committee should conduct a search for well-qualified candidates. A slate of candidates recommended by the nominations committee should be presented to the Executive Committee. The Executive Committee certifies nominees for elected positions as candidates.

The certified slate of candidates should appear in the Spring Newsletter.

Nominations for elected office may also be made at the annual business meeting by any member.

ARTICLE 9 CONFERENCE and ANNUAL BUSINESS MEETING

A. CONFERENCE

The Association will have an annual conference of one or more consecutive days. The conference location and date(s) are set by the Executive Committee.

B. BUSINESS MEETING

The Association will have an annual business meeting to conduct Association business, held at the annual conference. Additional business meetings may be called by the Executive Committee if warranted by urgent business. A 30-day notice to members is required for any business meeting. The President shall normally preside over any business meeting. A quorum of the annual business meeting is twenty (20) members. A quorum of any other business meeting is the president, two other officers, and an additional 20 members.

ARTICLE 10 PARLIAMENTARY PROCEDURE

The rules contained in Robert's Rules of Order, Revised, govern in all cases except when they are inconsistent with the constitution.

ARTICLE 11 AMENDMENT PROCEDURE

Proposed amendments to this constitution may be initiated by any member. Ratification shall be by a two-thirds vote of the members present at the annual business meeting at the annual conference. A notice of a proposed amendment shall be sent to all members at least one month prior to the annual conference.

ARTICLE 12 LEGAL RECOGNITION and DISSOLUTION

A. RECOGNITION

The Association is organized and operated exclusively for charitable purposes within the meaning of section 501(c)(3) of the Internal Revenue Code. The Association maintains tax-exempt status under section 501(c)(3) of the Internal Revenue Code.

B. DISSOLUTION

The Association may be dissolved by a two-thirds vote of the members present at the annual business meeting at the annual conference, provided that a notice of at least one month was given to all members.

Upon dissolution of the Association, remaining assets shall be distributed to one or more non-profit organizations, foundations, or corporations which are organized and operated chiefly for educational purposes and which have tax-exempt status under section 501(c)(3) of the Internal Revenue Code. The manner of distribution shall be determined by the Executive Committee.

Adopted April 8, 2000
Amended March 29, 2003
Amended April 22, 2006
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