

# Undergraduate Society of Applied Mathematics Constitution

## 1: GENERAL STATEMENTS

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- I. This is the governing document of the Undergraduate Society of Applied Mathematics,
- II. The official name of the society will be the Undergraduate Society of Applied Mathematics, "USAM" for short.
- III. The body running USAM will be referred to as the Executive, sitting members of the Executive will be referred to as representatives of the student body.

## 2: DEFINITION OF MEMBERSHIP

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- I. Full membership is given to any student who has successfully completed first year and is currently enrolled in any module in or associated with the department of Applied Mathematics at Western University.
- II. Any first year student that is not a member of USAM, but who wishes to take part in the society may make an appeal to the President for partial membership. If granted, the benefits given to said student will be decided at the discretion of the President. However, partial members are not eligible to be appointed to the executive.
- III. Partial membership is automatically given to people currently enrolled in an Applied Math course at the 2000 level or higher.
  - a. Everything else is a special case, at the discretion of the president.
  - b. Partial members have access to select USAM events.
- IV. Full members have access to all services and events provided by USAM and can serve on the executive if selected.

## 3: DUTIES AND MISSION

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The Purpose of USAM is to improve the experience of Applied Mathematics students at Western University. The goals and duties of the executive are:

- I. Provide members of USAM with representation within the Department of Applied Mathematics at the discretion of the Executive.
- II. Provide members of USAM chances to interact with each other and faculty members.

- III. Provide useful information and events to USAM members. The purpose of these events is to encourage members to become involved in the department, as well as to provide volunteering and networking opportunities.

## **4: THE EXECUTIVE**

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- I. Upon resignation the President is responsible for selecting the new President.
  - a. The new President must be a member of USAM that has served on the Executive for minimum one academic year
  - b. In the event that a president is not selected due to unforeseen circumstances, the entire executive will vote on the next president. In the event of a tie the Vice President will choose between the tying candidates.
- II. The current President of USAM is responsible for selecting his cabinet and filling whatever positions he or she feels are necessary for running the society. For the year of 2016-2017, the positions are as follows:
  - a. President
  - b. Vice President – Assists other executives and aide in any way possible to all the affairs of the society.
  - c. Media Executive – Advertises events.
  - d. Web Administration – Runs the USAM Facebook page and sends out emails advertising events.
  - e. Event's Manager – Organizes booking and supplying food for events.
  - f. Second Year Representative – Encourages students enrolled in Applied Math courses to become active in the department, and advertise to their peers.
- III. Once in office the President's duties are as follows:
  - a. Oversee the entire executive and ensure the duties and mission of USAM are being accomplished.
  - b. Handle the finances of USAM.
- IV. In the event that any member of the Executive's work does not meet the President's standards, the President may terminate said person's position in the Executive at the President's discretion.
- V. In the event that the President is unable to fulfill his duties due to illness, the Vice President will be responsible to attend department meetings and make any urgent decisions until the President returns to office. The Vice President may also appoint a USAM representative from the executive to attend meetings in his stead.

## **5: RECRUITMENT TO THE EXECUTIVE**

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- I. All USAM members shall be informed of any pending recruitment processes.
- II. The current President is the only member of USAM that can appoint new members to the executive. It follows that the President is therefore responsible to interview prospective members of the executive when a position is vacant.

- III. The current President may decide which positions are necessary and may eliminate any positions and create new positions as he or she sees fit.

## **6: FINANCES**

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- I. USAM shall have no membership fee for students with full or partial membership as defined in Section 2.1 of this document.
- II. Any expenditure must be discussed by the executive. The President is responsible for any final decisions.

## **7: AMENDMENTS, EMERGENCY POWERS, AND MISCELLANEOUS**

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- I. In the event that USAM needs reformation, co-presidents shall be named by the department chair or the chair's liaison.
  - a. Co-presidents are approved volunteers that together possess full authority over USAM.
  - b. Co-Presidents have veto power over all decisions made by USAM.
  - c. Alterations to the constitution must be approved by Co-Presidents.
- II. Every member of the Executive must sign the constitution and agree to its rules and duties.
- III. Any updated version of the constitution must be kept inside the USAM office.
- IV. A constitution is not official until the President has signed and agreed to it.
- V. The President has the authority to alter the constitution when he or she has reasonable cause to believe that USAM requires reformation.

## **SIGNATURES**

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President

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Vice President

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Media Executive

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Web Administrator

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Event's Manager

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Second Year Representative

