

## **NAME**

The name of this organization shall be Mu Alpha Theta ( $\mu\alpha\theta$ ) - The Math Club, (hereafter called The Club).

## **PURPOSE**

The goal of The Club is to unite math students under a social umbrella, to strengthen the relationship between students and professors, to provide information about careers, internships, and other options in mathematics, to have fun while exploring mathematics in a non-profit club environment.

## **REQUIREMENTS FOR MEMBERSHIP**

- The membership of the organization shall be open to all registered UCSD full or part-time students, faculty, and staff interested in mathematics.
- A new member is considered active after attending two meetings in a quarter. To retain active membership and voting privileges, members cannot miss more than three meetings per quarter. The Executive Board will decide if an absence may be excused. An inactive member, in order to regain active status, must attend two meetings consecutively.

## **FREQUENCY OF MEETINGS**

Meetings will be held approximately two times a month during the regular academic year, announced publicly with due and proper notice, to maintain the handling of the organization's duties and planning of events. Special meetings may be called by the President with due and proper notice. A special meeting will only be binding if a quorum is present. A quorum is 50% plus of all active members.

## **CRITERIA FOR HOLDING OFFICE**

- The organization shall have the following officers: President, Vice-President, Treasurer, Secretary, and Advisor. These five officers constitute the Executive Board.
- The President shall schedule and chair all meetings, represent the organization before the University, schedule and chair all meetings of the Executive Board, act as liaison between the

club and its advisor and be responsible for overall club planning.

- The Vice-President shall work with the President and assist the President in meetings and decisions. Occasionally, he/she shall preside over meetings in the absence of the President. The Vice-President shall be in charge of organizing various committees for yearly events and shall be an ex-officio member of all committees.
- The Treasurer shall be responsible for all funds of the organization, sign all vouchers along with the advisor and the President for the withdrawal of funds from The Club account, prepare a budget to be approved by the Executive Board membership, keep a running record of all money handled, both incoming and outgoing, and present a report at all Executive Board Meetings.
- The Secretary shall be the custodian of the permanent records of the organization. He/she shall be responsible for recording, distributing and maintaining accurate and up-to-date lists of members, member addresses and telephone numbers. He/she shall record attendance at each meeting.
- The Advisor must be a full-time member of the UCSD faculty or administration. Selection of an Advisor is by mutual consent of the organization and the Advisor and is subject to the approval of the administration through the Office of Student Activities. The Advisor shall be an ex-officio member, without a vote. The duties and the responsibilities of the Advisor shall be to represent the club to the administration and the faculty.

## **ELECTIONS**

- Elections shall be held in the month of May. The date of the election will be decided by The Club, and all members will be notified by the secretary, at least two weeks before nominations.
- Officers-elect will take office at the first meeting after the election.

- Upon proper nomination by members in good standing any member of The Club shall be considered as a nominee. A candidate must be nominated and that nomination must be seconded by a club member.
- The Executive Board of The Club is responsible for verifying the qualifications of a nominee if such qualifications are in doubt.
- Voting shall be held at the next meeting after nominations, but no sooner than one week after nominations.
- Voting is only valid when a quorum is present.

### **REMOVAL AND SUCCESSION OF OFFICERS**

- Any officer who does not fulfill the responsibilities of his/her office may be removed. Impeachment proceedings may be started upon a petition of 25% of the total active membership of the Club. Impeachment of any officer requires a 2/3 vote of those active present at a special meeting for which two weeks notice has been given. A quorum for this meeting will consist of 50% of the total membership.
- A member who fulfills the qualifications for the office may be elected to replace a removed officer. Standard electoral procedures must be followed.

### **AMENDMENTS**

There must be an announcement of amendment at a regularly scheduled meeting at least two weeks prior to the date of amending. Amendments must be passed by 3/4 vote of those present and voting. All amendments must be submitted and approved by The Club.