

This Rules of Procedure (hereinafter called "Rules") apply to the SIAM Student Chapter called " *University of Bath* Chapter of SIAM".

The Chapter to which these Rules apply is formed by the Society for Industrial and Applied Mathematics and shall operate within the Bylaws of the parent organization. The SIAM bylaws specify how Chapters are formed; see the SIAM bylaws for details. The Chapter shall not affiliate with any other organization without first obtaining the written approval of SIAM. Provisions for SIAM Student (University) Chapters are contained in the SIAM Bylaws and are included in these Rules. No provisions of these rules shall be construed so as to contradict the Bylaws of SIAM.

ARTICLE I PURPOSE

The objectives of SIAM, as established in the Certificate of Incorporation, are:

- To further the application of mathematics to industry and science.
- To promote basic research in mathematics leading to new methods and techniques useful to industry and science.
- To provide media for the exchange of information and ideas between mathematicians and other technical and scientific personnel.

Purposes of the Chapter shall be consistent with the objectives of SIAM. The purposes of the Chapter are:

- To enhance mathematical activity.
- To promote interaction between students at Bath and at other institutions within the area of applied mathematics and its application to other subjects.
- To increase interaction between students in applied mathematics and other disciplines, for example engineering, biology and statistics
- To provide a platform to present new ideas.

ARTICLE II ACTIVITIES

The activities intended for this chapter are:

- A monthly meeting where students can present current work or interests and get feedback on content and/or presentation skills. The best talk of the year voted by students will be awarded a prize.
- An annual student conference held at the University of Bath with distinguished external speakers and the possibility of joint meetings with other Student Chapters in the UK.
- Creation and maintenance of the Student Chapter website.

ARTICLE III INSTITUTION SERVED

Chapter members will be recruited from the University of Bath.

ARTICLE IV MEMBERSHIP

Section 1. Any student engaged or interested in mathematics or computing and their applications shall be eligible for membership in this Chapter. Students from other departments and Faculties at the University of Bath are encouraged to join the chapter.

Section 2. There will be one type of membership, namely, student membership and it will be free.

Section 3. Chapter members shall have the privileges of SIAM membership only if they are regular or student members of SIAM.

Section 4. All members of the chapter who are students enrolled in the sponsoring institution(s) are eligible for free student memberships in SIAM. Chapter is responsible for providing list of its student members to SIAM so that complimentary student membership in SIAM can be processed.

Section 5. Termination of student membership will take place upon graduation, withdrawal from the university or by submitting a letter of resignation to the Secretary.

ARTICLE V SPONSORSHIP

Section 1. The Sponsor is the University of Bath .

Section 2. The Sponsor of the Chapter shall appoint a Faculty Advisor for the Chapter. In the event said Advisor relinquishes his/her position, the Sponsor shall appoint a new Advisor. The responsibilities, rights and duties of the Faculty Advisor shall be those normally assigned to the Faculty Advisor of student organizations of the Sponsor, but in addition, the Faculty Advisor is expected to take leading role in the development of the Chapter activities consistent with the objectives of SIAM.

ARTICLE VI OFFICERS

Section 1. The Chapter shall have a President, a Vice-President, a Secretary and a Treasurer. Officers shall be Regular or Student Members in good standing with SIAM, and shall be chosen from Student Members of the Chapter. The Chapter may appoint other Officers serving specific purposes as deemed necessary.

Section 2. The President shall preside at the meetings of the Chapter (and the Chapter Executive Committee (see Article VII below)). In the absence of the President, the Vice-President shall assume the duties of the President. In the absence of the latter, the Secretary shall assume said duties.

Section 3. The Secretary shall keep a record of the affairs of the Chapter, handle correspondence, and submit an annual report of Chapter activities to the Secretary of SIAM, which report shall be suitable for publication in SIAM News or its equivalent.

Section 4. The Treasurer shall receive and take custody of Chapter funds, and shall submit an annual Treasurer's Report and other financial reports, as requested, to the Treasurer of SIAM. The annual Treasurer's Report shall be prepared as of the end of the academic year and shall be transmitted to the Treasurer of SIAM by no later than 30 days following the end of the academic year.

Section 5. The terms of office for the President and the secretary are of two years. The rest of positions will be of two years with the possibility of one depending on the officer . The re-election of officers for additional terms is permissible

ARTICLE VII EXECUTIVE COMMITTEE

Section 1. The Executive Committee will be formed by all the incumbent officers. The Executive Committee has responsibility for Chapter management and decision making. The President of the Chapter is the Chairman of the Executive Committee

Section 2. In case a vacancy for the unexpired term occurs an election will take place to fill the position, otherwise the position is cancelled. If the vacant position is that of the President then the Vice-President assumes the duties temporarily.

ARTICLE VIII OTHER COMMITTEES

Section 1. Nominations for officers will be done online and new chapter officers will be approved by chapter members. Nominees must be eligible as stated in Article VI.

Section 2. Other Committees may be appointed as deemed necessary and confirmed by a majority of the members of the Chapter. Nominees must be eligible as stated in Article VI.

ARTICLE X MEETINGS

Section 1. There shall be at least two meetings per year, as well as informal meetings when necessary.

Section 2. The Chapter shall conduct two business meetings per year during the months of October and June. Other business meetings may be called by the President or the Treasurer on two weeks notice.

ARTICLE XI CHAPTER FUNDS

Section 1. The Chapter may raise funds in any lawful manner consistent with these Rules and the Bylaws and Certificate of Incorporation of SIAM.

Section 2. Every Chapter member is eligible to vote for officers.

Section 3. The Chapter shall deposit all unused funds to which it has legal title in excess of \$200 in an insured savings account, unless current operating commitments are in excess of that amount or unless the Chapter Treasurer obtains a written authorization from the SIAM Treasurer.

Section 4. The Treasurer shall maintain books of account that show income and expense items for all activities and balances for all accounts of the Chapter.

Section 5. The Chapter may request a grant or loan from the Treasurer of SIAM under the provision of Article XII, Chapter 8 of the Bylaws of SIAM. Such requests shall be made by submission of "Request for Funding" form to SIAM and include a current financial statement for the Chapter and a proposed budget for the requested funds.

Section 6. Other than seeking funds from the sponsoring institutions of the chapter, no officers or member of the Chapter may apply for a grant to support the Chapter activities or enter into any contract to support such activities or provide services, without approval of the President and the Treasurer of SIAM or the Executive Director acting on behalf of the Treasurer.

ARTICLE XII AMENDMENTS

Section 1. These Rules may be altered or amended with the approval of the SIAM Board of Trustees. Submission to the board of proposal alterations or amendments shall be made only after approval by majority vote of members of the Chapter present (or represented by proxy) at a scheduled meeting.

ARTICLE XIII
TERMINATION OF THE CHAPTER

Section 1. A Chapter may terminate itself by the unanimous vote of the members of the Chapter present (or represented by proxy) at a scheduled meeting, provided that notice of the proposed termination and the meeting at which it is to be considered has been given to all Chapter members at least 30 days in advance.

Section 2. A Chapter may be terminated by the board if there has been no Chapter activity for one year.

Section 3. In the event a Chapter terminates, the funds to which it has legal title shall revert to the account of SIAM.

Approved, SIAM Board of Trustees, December 3, 1977
Revised, SIAM Board of Trustees, June 21, 2003