

RULES OF PROCEDURE

SIAM-UW Student Chapter

PREAMBLE

This Rules of Procedure (hereinafter called "Rules") apply to the SIAM Student Chapter called "SIAM, University of Wisconsin - Student Chapter."

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 to contradict the Bylaws of SIAM.

ARTICLE I

PURPOSE

Section 1.

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.

Section 2.

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

- To provide students with a means for professional development by its programs and its relationships with other Student Sections and with the National Society.
- To contribute toward the development of applied mathematics at the University of Wisconsin - Madison through activities in which student members and faculty may participate.
- To serve as an interdisciplinary focal point within the University community for the interchange of information in the area of applied mathematics.

ARTICLE II

ACTIVITIES

The activities of the section shall include, but not be limited to, the following:

- Conduct professional development through an applied mathematics seminar.
- Host social activities to foster cross-discipline cooperation and provide opportunities for networking.
- Provide public outreach programs to foster public acceptance and awareness of mathematics.
- Perform community service programs.
- Invite speakers from prospective employers for recruitment purposes.

ARTICLE III

INSTITUTION SERVED

The primary institution served by the section shall be the University of Wisconsin - Madison.

ARTICLE IV

MEMBERSHIP

Section 1.

Any person engaged or interested in mathematics or computing and their applications shall be eligible for membership in this Chapter. Members are required to be affiliated with University of Wisconsin - Madison.

Section 2.

All members of the chapter, who are enrolled as students at the University of Wisconsin - Madison, are eligible for free student membership in SIAM. The chapter is responsible for providing a list of its student members to SIAM so that complimentary student membership in SIAM can be processed.

Section 3.

Termination of student membership will take place upon graduation or withdrawal from the University.

ARTICLE V

SPONSORSHIP

Section 1.

The Sponsor of this chapter is the University of Wisconsin - Madison.

Section 2.

The Sponsor of the Chapter shall appoint a Faculty Advisor for the Chapter. In the event said Advisor relinquishes their 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 a 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 Communications Officer, 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.

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 Communications Officer shall assume said duties.

Section 3.

The Communications Officer shall keep a record of the affairs of the Chapter, maintain the chapter webpage, handle correspondence, and submit an annual report of Chapter activities to the Secretary of SIAM. The report shall be suitable for publication in the 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 at 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.

Terms are limited to two consecutive years in any given office.

ARTICLE VII
EXECUTIVE COMMITTEE

Section 1.

The Executive Committee shall be composed up the current Chapter Officers and the Faculty Adviser, with previous Officers holding honorary positions. The President shall chair the Executive Committee. The Executive Committee shall be responsible for the planning, coordination, and implementation of Chapter events.

Section 2.

In the event of an unexpected vacancy within the executive committee, an interim officer shall be appointed by majority vote of the Executive Committee and will perform all outlined responsibilities of the position until the next standard elections meeting is held.

ARTICLE VIII
OTHER COMMITTEES

In addition to the Executive Committee, the following committees shall be established:

- The Program Committee shall be responsible for the programs at all meetings and responsible for arranging said meetings. It shall be composed of no less than three members.
- The Publicity Committee shall be responsible for proper advanced announcements and notices of each meeting and for suitable publicity relating to meetings after they have been held.
- The Membership Committee shall bring to the attention of all potential Section members the advantages of membership in the Section and in the Society.
- The Nominating Committee shall be responsible for preparing a list of nominees for each of the Officer positions. It shall be composed of no less than three members. Nominations shall be prepared at least one month prior to the election or accepted from the floor during the last regular meeting of the academic year. Nominations may not be made without the consent of the nominee. At least one name shall be submitted for each elected position.
- Additional special committees may be established as needed by the President subject to the authorization of the Executive Committee and shall be dissolved upon completion of their assigned duties.

ARTICLE IX

MEETINGS

Section 1.

There shall be at least six general meetings per year. General meetings serve the purpose of disseminating information regarding Chapter activities, professional development, and public outreach.

Section 2.

The Chapter shall conduct a business meeting once per year during the month of September. The business meeting shall serve the purpose of informing members of both the operational and the fiscal standing of the Chapter. Other business meetings may be called by the President or the Treasurer on two weeks' notice.

ARTICLE X

CHAPTER FUNDS

Section 1.

Chapter will raise money through voluntary donation from industry and academic departments.

Section 2.

Dues are not required for membership.

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 members of the Chapter may apply for a grant to support 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 XI
AMENDMENTS

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 XII
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.