

CONSTITUTION AND BYLAWS
UPPER EAST TENNESSEE COUNCIL OF TEACHERS OF MATHEMATICS

ARTICLE I – NAME

The name of this organization shall be the Upper East Tennessee Council of Teachers of Mathematics, hereinafter referred to as the Council.

ARTICLE II – PURPOSES

The purposes of the Council shall be to encourage an active interest in mathematics, to afford a medium of interchange of views regarding the teaching of mathematics, and to further the study of problems relating to the teaching of mathematics.

ARTICLE III - MEMBERSHIP

Section 1. Eligibility

Any person or institution subscribing to the purposes of the Council shall be eligible for membership in the Council.

Section 2. Members

- a. Regular Member...Any person who subscribes to the purposes of the Council are qualified to be Regular Members.
- b. Student Member...Persons who are registered students in an educational institution but who have not taught professionally are qualified to be Student Members.
- c. Institutional Member...Those institutions that subscribe to the purposes of the Council are qualified to be Institutional Members.

Section 3. Voting

Every Regular Member and every Student Member of the Council shall be entitled to vote at any election held by the Council.

Section 4. Dues

The amount of the annual dues for members of the Council shall be set by the Executive Committee. Dues are due and payable in April and such payment shall

entitle one to full membership for the year following.

ARTICLE IV - ANNUAL MEETING

The Council shall hold an Annual Meeting on the third Saturday in April. A notice of this meeting shall be published in the newsletter.

ARTICLE V - OFFICERS

Section 1. Officers

The officers of the Council shall be a President, a Vice-President/President Elect, a Past President, a Treasurer, and a Secretary.

Section 2. Eligibility

Regular Members of the Council shall be eligible to be nominees for the offices of Vice-President/President Elect, Treasurer, and Secretary provided they shall have been members of the Council for at least one year. The President, Past President, and Vice-president may each hold office for a maximum of one consecutive term. The Treasurer and the Secretary may hold office for a maximum of two consecutive terms.

Section 3. Election, Tenure of Office

a. Annual Election

The Annual Election shall be by mail ballot during the period January 15 through March 1. Official ballots listing the nominees for Vice-president/President-Elect, Treasurer, and Secretary shall be mailed to members prior to January 15. Marked ballots shall be returned to the Secretary of the Council to be held until the time of the official count. The Past President, President, and the Secretary shall have the joint responsibility of making the official count and reporting the results within ten days of the close of the election. In the event of a tie vote for an office, those making the count shall cast lots to determine the candidate to be declared elected. The results of the election shall be announced by the President of the Council in a Spring Newsletter.

b. Vice-president/President-Elect

The Vice-president/President-Elect shall be elected by the Council by a plurality of the votes cast by the members of the Council in the Annual Election. The Vice-president/President-Elect shall assume office immediately after the adjournment of the business meeting of the Annual Meeting of the Council and shall serve for a period of one year or until a successor takes office.

c. President

The Vice-president/President-Elect shall become President of the Council upon the installation of a new Vice-president. The President shall assume office immediately after the adjournment of the business meeting of the Annual Meeting of the Council and shall serve for a period of one year or until a successor takes office.

d. Past President

The Past President shall assume the office when a successor as President assumes the office of President.

e. Treasurer

Each even numbered year, the Treasurer shall be elected by the Council by a plurality of the votes cast by the members of the council in the Annual Election. The Treasurer shall assume office immediately after the adjournment of the business meeting of the Annual Meeting of the Council and shall serve for a term of two years or until a successor takes office.

f. Secretary

Each odd numbered year, the Secretary shall be elected by the Council by a plurality of the votes cast by the members of the Council in the Annual Election. The Secretary shall assume the office immediately after the adjournment of the business meeting of the Annual Meeting of the Council and shall serve for a term of two years or until a successor takes office.

Section 4. Duties of the Officers

a. President

The President shall preside at all general meetings of the Council and shall be the official representative of the Council. The President shall serve as Chair of the Executive Committee of the Council.

b. Vice-president/President-Elect

The Vice-president shall assist the President and shall act for the President in the latter's absence. The Vice-president shall act as chair of the Program Committee.

c. Past President

The Past President shall serve as an advisor for the Executive Committee.

d. Treasurer

The Treasurer shall keep a record of all members and their addresses and shall make it available to members of the Executive Committee and committee chairs as needed; shall

receive all dues and other income; shall pay routine bills provided for by the annual budget and other bills as approved by the Executive Committee; shall keep the financial records of the Council; shall deposit all funds of the Council in depositories which are insured by the State or Federal Government in the amount of or in excess of the amount deposited; shall deposit all funds of the Council in accounts whose title shall be the same as the name of the Council; shall make a financial report at the Annual Meeting of the Council; and shall submit the financial record for audit as requested by the Executive Committee.

e. Secretary

The Secretary shall record the minutes of all the proceedings of the Council and the Executive Committee and shall supply copies of these minutes to the Executive Committee.

Section 5. Nominations

Nominations for officers shall be made by the Nominations Committee appointed by the Executive Committee. The Nominations Committee shall submit to the Council the names of at least two nominees for each office to be filled.

ARTICLE VI - EXECUTIVE COMMITTEE

Section 1. Members

a. Voting Members

There shall be 5 voting members of the Executive Committee including the President, the Past President, the Vice-president/President-Elect, the Treasurer, and the Secretary.

b. Non-Voting Members

The Editor of the Newsletter shall be a non-voting member of the Executive Committee.

Section 2. Duties

The Executive Committee shall have general supervision of the activities of the Council, shall authorize the expenditure of funds, shall authorize the investment of funds, shall approve and make committee appointments, shall approve the program for the Annual Meeting, and shall authorize special elections to be held to fill vacancies which may arise on the Executive Committee.

Section 3. Meetings

The Executive Committee shall have at least three Regular Meetings throughout the year. Special Meetings of the Executive Committee may be called by the President of the

Council. In the event of the incapacity of the President, the Vice-president may call such a Special Meeting.

Section 4. Quorum

Three (3) voting members of the Executive Committee shall constitute a quorum.

ARTICLE VII - STANDING COMMITTEES

Section 1. Program

The Vice-president of the Council shall serve as the Chair of the Program Committee. The Program Committee shall consist of the Chair and five additional members, one from each level of instruction (K-2, 3-5, 6-8, 9-12, college/university.) The members of the Program Committee shall be appointed by the Chair with the approval of the Executive Committee. The Program Committee shall prepare and have charge of all regular meetings of the Council.

Section 2. Publications

The Chair of the Publications Committee shall serve as editor for a term of two years. The Publications Committee shall consist of the Chair and at least one additional member from each level of instruction (K-2, 3-5, 6-8, 9-12, college/university.) These additional members of the Publications Committee shall be appointed by the Chair of the Publications Committee with the approval of the Executive Committee. The Chair-Designate of the Publications Committee shall be appointed by the Executive Committee one year prior to taking office as Chair, during which time the Chair-Designate will act as assistant to the Chair. The Publications Editor shall be responsible for the editing and publishing of publications of the Council.

Section 3. Nominations

The Executive Committee shall appoint for a term of one year the Chair and five additional members of the Nominations Committee. The five additional members shall be appointed from the different levels of instruction (K-2, 3-5, 6-8, 9-12, college/university.) The Nominations Committee shall nominate at least two candidates for each of the following offices: Vice-president/President-Elect, Treasurer (even numbered years only), and Secretary (odd numbered years only.) The Nominations Committee shall provide for the mailing of ballots to the members of the Council.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

The rules contained in "Roberts' Rules of Order Revised" shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with this constitution.

ARTICLE IX - DISSOLUTION OF THE COUNCIL

If, at any time, the Council shall cease to carry out the purposes as herein stated, all assets and property held by it, whether in trust or otherwise, shall, after the payment of its liabilities, be paid over to an organization, selected by the final Executive Committee, which has similar purposes and has established its tax-exempt status under section 501 (c) (3) of the Internal Revenue Code of 1954 as not exacted or as it may hereafter be amended, and such assets and property shall be applied exclusively for such charitable, scientific, and educational programs.

ARTICLE X - AMENDMENT TO THE CONSTITUTION AND BYLAWS

This Constitution may be amended by a majority vote of the Members present at any Annual Meeting of the Council, provided the amendment has been submitted to the Executive Committee and notice of the proposed amendment has been sent by mail to every Member of the Council at least two calendar weeks prior to the Annual Meeting.