

Rules of Procedures for University of Utah SIAM Student Chapter

This Rules of Procedure (hereinafter called “Rules”) apply to the SIAM Student Chapter called “University of Utah Chapter of SIAM”.

The Student 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 Student 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.

Every rule that has been underline is added to the SIAM Student Chapter Rules of Procedure, as required by the University of Utah official student organizations.

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.

The purpose of this SIAM Student Chapter are:

- To provide a platform for interdisciplinary interaction between undergraduate and graduate students involved in fields associated with applied mathematics.
- To promote awareness about applied mathematics research at the University of Utah and affiliates and opportunities for student involvement therein.
- To provide students with a means for professional development through programs and by relationships with other Student Chapters and the National Society.

Article II - Activities

Chapter activities will include, but are not limited to the following:

- Host social activities to provide networking opportunities.
- Organize talks by students or faculty.
- Organize graduate student research or reading seminar.
- Tours of industrial or national laboratories.
- Work with other SIAM Student Chapters to organize regional meetings.

Article III - Institution Served

The Chapter shall recruit members from the University of Utah and all research institutions affiliated with the University of Utah.

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. SIAM encourages chapters to be interdisciplinary, including student members from multiple departments.

Section 2. Membership shall be open to any currently enrolled student or employee of the University.

Section 3. To become a member, an individual must join our Chapter on OrgSync.

Section 4. There shall be no annual dues for membership.

Section 5. Chapter members shall have the privileges of SIAM membership only if they are regular or student members of SIAM.

Section 6. All members of the chapter who are students enrolled in the sponsoring institution(s) are eligible for free student memberships in SIAM. Chapters shall encourage their members to join SIAM either online or by submitting printed membership applications to SIAM so that complimentary student membership in SIAM can be processed. Free student memberships may be renewed every year that the student remains a student member of the chapter.

Section 7. Termination of student membership will take place upon graduation or withdrawal from the university or upon resignation.

Article V - Sponsorship

Section 1. The Sponsor is University of Utah.

Section 2. The Sponsor of the Chapter shall appoint a Faculty Advisor for the Chapter. The Advisor must be a member in good standing with SIAM. 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, a Treasurer, and a Webmaster. Officers shall be chosen from Student Members of the Chapter and must be Student Members in good standing with SIAM.

Section 2. The President is responsible for leading the Chapter and managing its activities in accordance with these Chapter Rules. The President shall preside at the meetings of the Chapter. 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 Webmaster shall maintain and update the information on the Chapter website in a timely manner.

Section 6. The Officers will be elected by a plurality of the votes cast by the Chapter members in the Annual Election. The terms of Officers shall be one year, so as to permit staggering of terms and foster continuity of Chapter management. Re-election of an officer for an additional term is permissible.

Section 7. Grounds for removal include the inadequate fulfillment of aforementioned duties or the violation of regulations described by University policies or any federal, state, or local laws. Removal of officers shall be handled as follows:

- (a) A motion created by 5% of the voting membership of the Chapter or at least 3 members, whichever is greater, is required to be presented to the Faculty Advisor.
- (b) The Faculty Advisor will present the option to remove said officer through an anonymous vote for all Chapter members.
- (c) A majority vote to remove said officer is required to fulfill the motion.

Section 8. (Self-)Nominations for the official positions shall be made to the Faculty Advisor or the President before the Annual Election. Nominees must be eligible as stated in Article VI. Elections shall be conducted in the Annual Election, under the supervision of Faculty Advisor and the President.

Section 9. In case of a vacancy for a position for the unexpired term, the remaining Officers shall appoint an eligible and competent Student Member for the post.

Article VII - Meetings

Section 1. There shall be at least four meetings per year. Meeting topics will be decided by the Officers of the Chapter, with input from Chapter members. Scheduling of meetings will be decided by the Officers, with the goal of selecting times to match the availability of those interested in attending. Chapter members will be notified prior to each meeting.

Section 2. The Chapter shall conduct a business meeting once per year during the month of April. Other business meetings may be called by the President or the Treasurer on two weeks notice.

Article VIII - Chapter Funds

Section 1. The Chapter shall levy no dues from the Chapter members. The Chapter may raise funds or accept donations in any lawful manner consistent with these Rules and the Bylaws and Certificate of Incorporation of SIAM.

Section 2. The Chapter shall deposit all funds into an account at a financial institution under the Chapters name or place them into an account at their university. All unused funds remain the property of SIAM [see Article X, Section 3.]

Section 3. 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 4. 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 5. 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 IX - 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.

Section 2. Amendments to the Constitution must be submitted to and approved by the Department of Student Leadership & Involvement before they become effective.

Article X: 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.

Article XI: University of Utah Required Bylaws

1. We agree to abide by all regulation described in the Guidelines for Recognized Student Organizations, all University policies, in addition to all federal, state,

and local laws.

2. This organization shall not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity/expression, age, or status as an individual with disability, or as a protected veteran, and any other status protected by applicable state or federal law. (University of Utah, Policy 6-400, Section II-E).