

These Rules of Procedure, hereafter called “Rules”, apply to the SIAM Student Chapter called “Colorado State University 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 purpose of this Chapter will be to increase students’ awareness and knowledge of the interdisciplinary nature of applied mathematics in academia as well as industry. The Chapter will promote student involvement in (and attendance to) workshops and conferences organized by SIAM as well as other academic and industrial organizations. The Chapter will also aim to give students a view into the wide range of fields in which a mathematician can not only work but also make great contributions.

ARTICLE II ACTIVITIES

The Chapter plans to meet on a regular basis to discuss upcoming events for the Chapter as well as conferences/workshops other students may wish to attend. The Chapter will invite speakers from industry, academia, national labs, etc. to speak about how they use mathematics in their profession as well as give advice on looking for future employment. The Chapter may also visit local companies to see how mathematics is used in their daily tasks and projects.

ARTICLE III INSTITUTION SERVED

Chapter members will be recruited among the students of Colorado State University.

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

Section 2. The Chapter has open, general membership. There are no membership dues.

Section 3. Chapter members shall have the privileges of SIAM membership only if they are regular or student members of SIAM. Members are eligible to participate in meetings, field trips, and other

chapter activities.

Section 4. All members of the Chapter who are students enrolled in the sponsoring institution(s) 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 5. Termination of a student membership will take place upon graduation or withdrawal from the University or upon the student's request.

Section 6. A member may be removed from membership if it is determine by the officer board, in consultation with the faculty advisor that the member has violated the Colorado State University Student Code of Conduct. If such a determination is made, the officer board shall provide written notification to the member, seven days prior to their removal. In that seven days the member has the right to appeal the decision. If an appeal is requested, the member will have the opportunity to speak on his/her behalf at the next chapter meeting, after which all members will vote. A majority vote in favor of removal of the member will be sufficient to deny the appeal.

ARTICLE V SPONSORSHIP

Section 1. The Sponsor is Colorado State University.

Section 2. The Sponsor of the Chapter, in conjunction with the executive committee of the Chapter, shall appoint a Faculty Advisor to the Chapter. Each appointment will last for one year with no limit on the numbers of terms served. In the event said Advisor relinquishes his/her position, the Sponsor and executive committee 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.

Section 3. The faculty advisor shall be a member of the Colorado State University Faculty. The Faculty Advisor shall not vote.

ARTICLE VI OFFICERS

Section 1. The Chapter shall have a President, a Vice-President, a Secretary, a Treasurer, a Webmaster, and a Liaison Officer. The Chapter may establish additional officers as it deems necessary to conduct its affairs. Officers shall be regular or student members in good standing with SIAM, and shall be chosen from among 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 former and the latter, the Secretary shall assume said duties.

Section 3. The Secretary shall keep a record of the affairs of the Chapter and submit an annual report of Chapter activities to the Secretary of SIAM, which 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 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. The Webmaster will maintain the integrity and accuracy of information found on the Chapter website and make timely updates to the website when new information is presented.

Section 6. The Liaison Officer shall be responsible for all correspondence outside of the Chapter including contacting local SIAM student chapters and the National Office. The Liaison Officer will provide the Secretary with a copy of all correspondence with the National Office for the Chapter records, maintain lists of necessary and useful addresses, and be responsible for the public relations and advertising through the various forms of media.

Section 7. Officers shall serve terms of one year. Re-election of an officer for an additional term is permissible.

Section 8. An officer may be removed from their position for lack of performance of officer duties. If one third of the chapter membership petition for the removal of an officer for lack of performance, the other officers, in coordination with the chapter advisor, shall provide written notification to the officer in question. After no less than 7 days have passed since delivery of written notification and no more than 30 days since the petition of removal was received, the other officers in coordination with the chapter advisor, shall call a chapter meeting where the officer in question may state their case, then a vote of members in attendance (or proxy) of two thirds in favor of removal will be sufficient to remove the officer. The removed officer has the right to appeal the decision, the officer board and advisor shall determine if another vote is required. An election shall be held to replace the officer.

ARTICLE VII EXECUTIVE COMMITTEE

Section 1. The Executive Committee will consist of all incumbent officers. The Executive Committee will share responsibility for Chapter management and decision making. The incumbent President will hold the position of committee chairperson. Additional members shall be added to the executive committee as deemed necessary.

Section 2. A vacancy in the Executive Committee in the event of an unexpired term will be filled by an eligible individual appointed by a decision of the remaining Executive Committee members.

ARTICLE VIII OTHER COMMITTEES

Section 1. Nomination for officers will be made by faculty, self-nomination, or chapter members (with consent of nominee). Nominees must be eligible as stated in Article VI. Elections will be conducted by vote prior to the end of the academic year. Votes will be by secret ballot collected at a chapter meeting, by proxy, email, or secret ballot collected by a third party (chapter advisor or mathematics department office).

ARTICLE IX 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. Members will

be notified prior to each meeting.

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

Section 3. Any time a vote is required at a chapter meeting, at the discretion of the officer board, votes may be collected instead by proxy, email, or secret ballot collect by a third party (such as the Mathematics Department Office or chapter advisor).

ARTICLE X CHAPTER FUNDS

Section 1. The Chapter may levy an activity fee for Chapter events and otherwise raise funds in any lawful manner consistent with these Rules and the Bylaws and Certificate of Incorporation of SIAM.

Section 2. There will be no dues for Chapter 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 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 a "Request for Funding" form to SIAM and shall 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 XI AMENDMENTS

Section 1. These Rules may be altered or amended with the approval of the SIAM Board of Trustees. Submission to the Board of proposed 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. Any proposed alterations or amendments shall be advertised via e-mail to Chapter members at least two weeks prior to vote on said alterations.

ARTICLE XII TERMINATION OF THE CHAPTER

Section 1. A Chapter may terminate itself by a unanimous vote of the members of the Chapter present (or represented by proxy) at a scheduled meeting, provided that notice of the proposed termination 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 XIII MEMBERSHIP II

Section 1. Any graduate student at Colorado State University is eligible to be an active member and may hold office.

Section 2. Non-students and undergraduate students may act as associate members but may not vote or hold office.

ARTICLE XIV NOT-FOR-PROFIT STATEMENT

Section 1. This is a not-for-profit organization.

ARTICLE XV STATEMENT OF NON-DISCRIMINATION

Section 1. This organization shall not discriminate on the basis of age, color, ethnicity, gender, national origin, disability or handicap, religion, sexual orientation, or Vietnam Era veteran status. This policy will include, but is not limited to, recruiting, membership, organization activities, and opportunities to hold office.

Section 2. Colorado State University Student Organization Statement of Non-discrimination. This statement is required to be considered a student organization at Colorado State University. As such, chapter officers may update this statement, without an official amendment vote, so that it matches the statement required by Colorado State University. Colorado State University Does not discriminate on the basis of race, age, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, or gender identity or expression.

ARTICLE XVI STATEMENT OF NON-HAZING

Section 1. This organization will not conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

ARTICLE XVII STATEMENT OF COMPLIANCE WITH CAMPUS REGULATIONS

Section 1. This organization shall comply with all University and campus policies and regulations as well as local, state, and federal laws.