

CALIFORNIA MATHEMATICS COUNCIL COMMUNITY COLLEGES - SOUTH

CONSTITUTION

Ratified March 5, 2016

Article 1: Name

The name of the organization is the California Mathematics Council Community Colleges – South (CMC³-SOUTH), hereafter referred to as “the Council”. The organization California Mathematics Council Community Colleges - South is organized exclusively for charitable educational and scientific purposes within the meaning of section 501(c)(3) of the Internal Revenue Code. Notwithstanding any other provision of these articles, the organization shall not carry on any activities not permitted to be carried out on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of corresponding provision for any future United States Internal Revenue law, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code or corresponding provisions of any future United States Internal Revenue tax law.

Article 2: Objectives

The California Mathematics Council Community Colleges - South is a nonprofit education association. The objectives of the Council are the following:

1. To encourage the development of effective mathematics programs;
2. To provide a collective voice for community college faculty in the interest of mathematics education;
3. To affiliate with other groups and organizations also directed towards the improvement of mathematics instruction;
4. To hold regular conferences, meetings and/or forums;
5. To communicate information related to the special interests of community college mathematics instruction in California.

Article 3: Membership

Membership in the Council is restricted to the following:

1. Regular membership: any teacher of mathematics or other person interested in community college mathematics education;
2. Student membership: any student of mathematics or related discipline.

Article 4: Officers, Executive Committee, and Board

1. Only regular members of the Council are eligible to hold offices. The titles of the officers are: President, President-Elect, Treasurer, Past-President, and Secretary.
2. The Executive Committee shall consist of the officers and the chairs of the standing committees.
3. The Executive Committee shall be responsible for organizing standing committees (Article 7), scheduling meetings (Article 8), implementing any termination actions (Article 10), and approving expenditures.
4. The Board shall consist of the Executive Committee and members of the Standing Committees. The Board shall vote on any matter not otherwise assigned to the Executive Committee.
5. The President-Elect automatically succeeds the President at the end of his or her term, or when the President leaves office permanently. In the event that an officer other than the President

leaves office before the expiration of the regular term, the President, with the approval of the Executive Committee, shall appoint a replacement of the remainder of the term.

6. The President automatically succeeds the out-going Past-President at the conclusion of his or her term.

Article 5: Bylaws

To carry out the objectives of the Council and provisions of this Constitution, by-laws may be proposed by the Executive Committee or at an annual business meeting by at least 10 regular members.

Article 6: Amendments to the Constitution

To carry out the objectives of the Council, proposed amendments to this Constitution may be initiated by the Executive Committee or by a petition signed by 10 regular members. The Secretary will include an explanation of the proposed amendments with notice of the regular membership meeting. A majority vote of those in attendance at the annual Business Meeting shall constitute ratification and the amendments shall be effective on that date.

Article 7: Committees

The standing committees are the Activities Planning Committee, Communications Committee, and Nominations Committee. Other committees are created, modified, and dissolved by the Executive Committee as needed to carry out the objectives of the Council.

1. The Activities Planning committee proposes, plans and coordinates activities of the Council.
2. The Communications Committee informs the public and the membership of activities of the organization and is responsible for marketing and similar activities.
3. The Nominations Committee is responsible for creating the ballot for the annual elections.

Article 8: Meetings

1. The Council shall hold an Annual Business Meeting of the regular membership in conjunction with its Annual Conference, if any.
2. Other meetings of the regular membership may be held at the discretion of the Executive Committee.
3. Meetings of the Executive Committee, the Board and committees of the Council shall be scheduled as needed.
4. Executive Committee meetings require at least 6 members to be present.
5. Board meetings shall be open to any regular member of the Council.

Article 9: Elections

Elections will be every year. Any regular member of the Council who has served on the Executive Committee or on a Standing Committee for at least one year is eligible for the office of President-Elect. Any regular member of the Council is eligible for the offices of Treasurer and Secretary. The term of office for members of the Executive Committee shall be two years. The President-Elect and Secretary will be elected in even years, the Treasurer in odd years. Officers and chairs may be reelected or reappointed.

Article 10: Termination of Office

1. Any Executive Committee member who fails to fulfill the responsibilities of the office may be removed by a two-thirds vote of the Executive Committee. Before such action may be taken the Executive Committee must give due written notification to the offending member and allow time for a full Executive Committee hearing if requested.
2. The Executive Committee shall fill any vacant office with a regular member meeting the criteria for election to that office.

Article 11: Parliamentary Procedure

The rules contained in Robert's *Rules of Order, Revised* govern in all cases except when they are inconsistent with the Constitution or By-Laws.

Article 12: Distribution of Funds

1. As a non-profit Organization, no part of the net income of the Association shall inure to the benefit of, or be distributed to, nor shall there be the right to receive or be lawfully entitled to receive, any persecutory profit from the operation thereof to its members, directors, officers or private persons, except the Council shall be empowered to pay reasonable compensation for services rendered in affection one or more such purposes, and to make payment and distribution in furtherance of the purposes set forth above.
2. Upon the dissolution of the Council, the Executive Committee shall, after paying or making provision for the payment of all just debts, obligations, and liabilities of the organization, dispose of the assets by transfer to such other non-profit organization or organizations organized or operated exclusively for the education, charitable, or scientific purposes as shall, at the time, qualify as exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1972 (or the corresponding provision of any future United States Internal Revenue law) as in the judgment of the Executive Committee is best qualified and competent to promote the purposes listed in the Constitution of the California Mathematics Council Community Colleges – South.

CALIFORNIA MATHEMATICS COUNCIL COMMUNITY COLLEGES - SOUTH

BY-LAWS

Article 1: Membership

- a) Membership year: The membership year shall extend from April 1 to March 31.
- b) Term of office. The elected and appointed board members will start and end their term of office at the beginning and end of the membership year.
- c) Regular Membership. A candidate for regular membership must complete the proper forms and pay the established dues to the Treasurer. Dues are payable on the first day of the membership year. Individuals paying dues prior to April 1 may choose to be granted membership status for the current year, or may choose to have prepaid their membership dues for the following year.
- d) Any regular member of the Council is qualified to be nominated for Council office.
- e) Student Membership. A candidate for student membership must be a student recommended by a regular member. He/she must complete the proper forms and pay the established dues to the Treasurer.

Article 2: Duties of the Executive Committee

The Executive Committee shall perform the following duties:

- a) nominates and approves the chairperson of each standing committee;
- b) approves the membership of each standing committee;
- c) determine the annual dues schedule for all membership categories;
- d) recommend Constitution and By-Laws changes to the Council;
- e) approve the annual budget;
- f) approve any expenditures not covered by the budget;
- g) perform all of the duties that are necessary for the functioning of the Council.

Article 3: Duties of the Officers

- a) The President shall:
 1. serve as chairperson of the Executive Committee;
 2. serve as ex-officio member of all committees
 3. prepare the agenda for all Council and Executive Committee meetings;
 4. preside at the annual business meetings of the Council;
 5. perform all of the duties that regularly pertain to the office of President.
- b) The President-Elect shall:
 1. become the President at the conclusion of his/her term of office;
 2. assume duties of the President in case of his/her absence or resignation;
 3. serve as a member of the Activities Planning Committee;
 4. be responsible for the planning and execution of the Annual Conference;
 5. perform all of the duties as determined by the Executive Committee.
- c) The Secretary shall:
 1. notify all members of Council meetings;
 2. be responsible for official correspondence of the Council;

3. keep an accurate permanent record of the proceedings of meetings of the Council, the Board and Executive Committee;
 4. prepare all official ballots;
 5. keep all ballots cast until certified by the Executive Committee at its next meeting and notify all members the results of elections;
 6. perform all the duties of the regular that pertain to the office of Secretary.
- d) The Treasurer shall:
1. keep all financial records of the organization and pay all bills;
 2. collect the dues of the organization and keep a list of all members;
 3. give a report at each business meeting of the Council;
 4. perform all of the duties that regularly pertain to the office of Treasurer.
- e) The Past-President shall:
1. serve as chairperson of the Nominating Committee;
 2. administer the election procedures;
 3. perform all of the duties that regularly pertain to the office of Past President.

Article 4: Responsibilities of Chairpersons

Chairpersons of each Standing Committee shall:

1. recruit members for the Committee and obtain Executive Committee approval;
2. chair the meetings of the Committee;
3. coordinate the activities of the Committee;
4. prepare the annual budget of the Committee and submit it to the Treasurer;
5. prepare reports of the Committee's activities and submit them to the President;
6. perform all of the duties necessary for the Committee to function.

Article 5: Meetings

CMC³-South shall have at least one conference of the regular membership each year. The conference shall be announced to the membership at least three months in advance. Other meetings shall be announced at least one month in advance.

Article 6: Affiliations

CMC³-South affiliation with any other organization shall be proposed by the Board and approved by the membership.

Article 7: Amendments to the By-Laws

These by-laws may be amended by a three-quarters majority vote of the Executive Committee.