

This Rules of Procedure (hereinafter called "Rules") apply to the SIAM Student Chapter called "New York City College of Technology 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:

- o To further the application of mathematics to industry and science.
- o To promote basic research in mathematics leading to new methods and techniques useful to industry and science.
- o 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 goals of the chapter will be:

- Introducing research frontiers in applied mathematics accessible to undergraduate students.
- Providing career guidance to undergraduate students in applied mathematics major.
- Establishing a platform for students, faculty and other organization to exchange ideas , share experience and promote interdisciplinary collaboration.

## **ARTICLE II ACTIVITIES**

- Inviting speakers to give talks on research frontiers and career developments in applied mathematics accessible to undergraduate students
- Organizing field trips to industrial corporations that shall provide undergraduate students with information concerning how mathematics is applied across disciplines
- Through coordination with other SIAM student chapters organizing conferences and workshops for students
- Organizing meetings of student and faculty members on a regular basis to exchange ideas and share experiences concerning applications of mathematics and promote interdisciplinary collaboration

## **ARTICLE III INSTITUTION SERVED**

New York City College of Technology (CUNY)

## **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. There will be no annual dues.

Section 3. Chapter members shall have the privileges of SIAM membership only if they are regular or student members of SIAM. Chapter members will be able to participate in the activities of the chapter.

Section 4. All members of the chapter who are students enrolled in the sponsoring institution(s) are eligible for free student memberships in SIAM. Chapter is responsible for providing list of its student members to SIAM so that complimentary student membership in SIAM can be processed.

Section 5. Termination of student membership will take place upon graduation or withdrawal from New York City College of Technology.

## **ARTICLE V SPONSORSHIP**

Section 1. The Sponsor is New York City College of Technology

Section 2. The Sponsor of the Chapter shall appoint a Faculty Advisor for the Chapter. 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 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 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 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. Terms of Chapter officers are one year, but re-election of an officer for an additional term should be permissible. Officers shall be nominated by any member two weeks prior to the September business meeting. Nominees shall be approved by the faculty advisor and the officers shall be elected by a majority of those members present at the September business meeting.

## **ARTICLE VII EXECUTIVE COMMITTEE**

Section 1. The chapter's affairs will be organized by the executive committee consisting of the officers of the chapter.

Section 2. If there is a vacancy for an unexpired term, a meeting is established with 3 weeks notice. Nominations for the position should be supplied two weeks prior to that meeting. The vacancy shall be filled by a majority of those members present at that meeting from those nominees approved by the Faculty advisor.

#### **ARTICLE VIII OTHER COMMITTEES**

Section 1. A nominating committee may be appointed by the President with the approval of the Executive Committee; nominees must be eligible as stated in Article VI. Officers shall be nominated by any member two weeks prior to the September business meeting. Nominees shall be approved by the faculty advisor and the officers shall be elected by a majority of those members present at the September business meeting. Other committees may be appointed by the President, with the approval of the Executive Committee, as necessary to conduct the business of the chapter at any meeting.

#### **ARTICLE X MEETINGS**

Section 1. There shall be at least 4 meetings per year. Meeting topics will be decided by the Executive Committee, and the Faculty Advisor.

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

#### **ARTICLE XI CHAPTER FUNDS**

Section 1. The Chapter may levy dues, voluntary or otherwise, collect registration fees for Chapter meetings, and otherwise raise funds in any lawful manner consistent with these Rules and the Bylaws and Certificate of Incorporation of SIAM

Section 2. Although the payment of Chapter dues need not be a criterion for membership in the Chapter, the Chapter may limit the privilege of voting for officers and others holding office to those members of the Chapter who have paid such dues.

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 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 XII  
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.

**ARTICLE XIII  
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

Approved, SIAM Board of Trustees, December 3, 1977  
Revised, SIAM Board of Trustees, June 21, 2003