

**NAME.**

The Golden Section of the Mathematical Association of America for Northern California, Northern Nevada, and Hawaii. In addition, the section will also include the Pacific Islands particularly to include Guam, The Marshall Islands, The Federated States of Micronesia, American Samoa and Palau. Depending on the context, either or both parts of this name (the geographical or the descriptive) may be used to denote the section although it is expected that in most situations the section shall be referred to as simply The Golden Section.

**II. PURPOSES.**

The purposes of the Golden Section shall be to advance the mission of the MAA on a regional level (namely within the territory defined in Article III below); to offer guidance to the MAA as it forms and fulfills its mission; to provide professional development and networking opportunities for section members and mathematics students; and to promote discussion and action on issues affecting mathematics teaching, learning, and research in the region.

**III. MEMBERSHIP & PARTICIPATION**

1. The members of the section shall consist of those individuals whose mailing addresses include the Pacific Islands as mentioned in the name section and the following portions of Hawaii, California, and Nevada. The entire state of Hawaii. The entire state of California except for the following counties: Mono, Inyo, Kings, Tulare, Kern, Santa Barbara, San Bernadino, Ventura, Los Angeles, Riverside, San Diego and Imperial. The entire state of Nevada except for Clark county
2. Exceptions may be made by the MAA membership department upon request of the affected member.

**IV. AVOIDING IMPLICIT BIAS**

The Golden Section of the Mathematical Association of America shall make every effort to avoid implicit bias and to reflect the diversity of the section. As a chapter, we endorse the [MAA Welcoming Environment, Code of Ethics, and Whistleblower Policy](#). The Section shall ensure its committee members, officers, invited speakers, awardees, and other leaders represent the various geographic regions, types of institutions, and diverse membership within the section. It shall strive for balanced representation with regard to gender as well as underrepresented groups, and shall seek out nominations for any positions or awards to help achieve that balance. Section committees and members may consult the most recent version of the document [Guidelines for MAA Selection Committees: Avoiding Implicit Bias](#) for guidance. As it deems necessary and gains experience in these matters, the section shall maintain its own Chapter Policy for Equity, Diversity, and Inclusion in section governance and disseminate to all officers and committee members.

Both members and non-members of the MAA and the Golden Section shall be welcome at all meetings.

**V. OFFICERS.**

1. The officers of this Section shall be a Chair, a Vice-Chair, A Secretary- Treasurer, Program Chair, Newsletter Editor, Teaching Award Chair, Student Outreach Coordinator, Public Communications Officer, and Past Chair Some of these positions can be dual roles with other officers. However, the elected positions of Vice Chair, Chair, Program Chair, and Past Chair will consist of 4 distinct individuals.

2. The Executive Committee shall consist of the above named officers together with the Section Governor (also known as the Section Representative).
3. Each officer must be a member of the MAA and of the Golden Section.
4. Terms of Office: The Chair shall be the Vice-Chair of the previous year and the Program Chair shall be the Chair of the previous year. To provide continuity, the past chair is the program chair of the previous year. The tenure of office shall be five years for the Secretary-Treasurer and one year for the Vice-Chair, Chair and Program Chair. The Secretary- Treasurer shall be appointed by the rest of the executive committee every five years and the Vice- Chair elected each year at the annual section business meeting. The new officers shall assume office upon adjournment of the annual section meeting. The Newsletter Editor, Teaching award Chair, Student Outreach Coordinator, and Public Communications Officer are appointed by the executive committee and will usually serve 3 year terms but longer, shorter or indefinite terms of service may be negotiated with the office holder.
5. Nominations for vice chair may be made by the Nominating committee (see standing committees below) in consultation with those present at an executive committee meeting or by any member of the section at the time of the election at the annual section meeting business meeting.. In order to maintain an inclusive climate within the section every attempt will be made to secure a new vice chair from the categories in rotation of Business/Industry, 2-year schools, 4-year public schools, and private educational institutions.
6. Vacancies in positions: The Executive Committee is empowered to fill any vacancy which may occur between elections, until the next scheduled meeting when elections would occur.
7. A Past chair cannot be elected to the position of vice chair in the following year.
8. Duties of the Officers:
  - a) The *Chair* shall preside at each business meeting of the section and at meetings of the executive committee. The chair shall appoint committees of the section and shall be an ex officio member of each such committee unless specifically barred by a vote of those present at an official executive committee or section business meeting or unless otherwise specified in these bylaws. The chair will have the authority to reassign the duties of the other officers listed below.
  - b) The *Vice Chair* shall take minutes at the executive committee meetings of the section and represent the section officers at all national meetings during their tenure. The vice chair shall replace the chair as needed if the chair is unable or unwilling to fill their duties.
  - c) The *Program Chair* shall assist in arrangements of the annual section meeting by working closely with the executive committee and persons at the event location.
  - d) The *Secretary-Treasurer's* duties include preservation of records of the section. The secretary is responsible for assembling meeting reports and an annual section

report. The Secretary-Treasurer's duties also include the collection of meeting registration and fees, the receipt of funds provided by the MAA, the arrangement for safekeeping of all section monies, and the maintenance of proper and accurate books of account of such monies, the timely payment of all debts of the section, and filing an annual financial report with the MAA.

- e) The SECTION GOVERNOR's duties (in conjunction with these bylaws as other duties would naturally be prescribed by the MAA bylaws) include serving on the section's executive committee, attending executive committee and annual section meetings, and keeping the section well informed of issues arising from the MAA. The section governor is the section's representative on policy matters of the MAA.
- f) The PUBLIC COMMUNICATIONS OFFICER  
Shall assure that the section maintains a timely and accurate online presence in conjunction with the MAA.
- g) The TEACHING COMMITTEE CHAIR  
Shall maintain a diverse committee and work in conjunction with the secretary/treasurer to call for nominations and help their committee deliberate to determine finalists and winner(s) of section teaching awards in alignment with the requirements of the MAA.
- h) The NEWSETTER EDITOR  
Shall collect and disseminate section news at least once a year – especially prior to the section's annual meeting.
- i) The STUDENT OUTREACH COORDINATOR  
Promote all aspects of student involvement in the annual meeting including (but not limited to) finding local volunteers, making the talks accessible and appealing to students, providing meet & greet opportunities after or before the meeting, and rewarding free books or memberships to student presenters and volunteers.
- j) The PAST CHAIR  
serves in an advisory capacity to the current Chair and Executive Committee for the year after serving as Program Chair. They shall not be required to attend Executive Committee meetings, but an invitation shall be extended to them.

## **VI. STANDING COMMITTEES**

1. The section's teaching award committee will consist of at least 4 members, including a chair, who serve in staggered 3-year terms. The term of the chair may exceed 3 years if needed.
2. The nominating committee will consist of a mixture the section's executive committee and other members of the section. This committee is responsible for advising the executive committee on a diverse set of people to fill the offices of the section, and suggest speakers and locations for future section meetings.

## **VII. MEETINGS.**

1. The section shall hold at least one annual section program meeting (which includes a section business meeting) and at least two executive committee meetings each year.

In order to maintain an inclusive climate within the section the officers, in consultation with the nominating committee, shall attempt to maintain the traditional rotation of meeting locations. The traditional rotation (primarily post-secondary schools) is among public 4-year institutions (e.g. CSU or UC school), 2-year schools, and private educational institutions. Inserted into this schedule, meetings at business or research facilities are also encouraged but this should not occur more than twice in any 6 consecutive years of section meetings.

2. An emergency executive committee meeting may be called at any time by a vote of the Executive Committee or by resolution of at least 15 members of the section.
3. The places, times, and programs for the meetings are to be arranged by the executive committee of the section in consultation with the nominating committee and those present at the business meetings.
4. The quorum for an executive committee meeting shall consist of not fewer than 5 members of the section including at least 3 of the 4 elected positions on the executive committee. No formal business may be validly transacted at executive committee meetings where less than a quorum is present.
5. Each member of the executive committee along with other members who have previously indicated interest shall be notified at least 14 days in advance of any executive committee meeting of the section. Each member of the section shall be notified at least 21 days in advance of the annual section meeting. All section members will be encouraged to participate in section governance.
6. The quorum at a business meeting (which takes place in conjunction with an annual section meeting) shall be at least 15 members of the section. Usually these meetings are informational but formal actions such as a vote on these bylaws or a new Vice-Chair cannot take place in the absence of a quorum.

### **VIII. FEES AND USE OF ASSETS**

1. The Executive Committee shall set the cost of registration for the annual meeting. Other costs, such as for a luncheon or special tour can be set by any subset of those planning the meeting as long as the Secretary-Treasurer is also consulted.
2. The Executive Committee may request voluntary contributions from members of the section.
3. The assets of the section shall be used exclusively to further the purposes of the section and, in the event of the dissolution of the section; the remaining assets shall be turned over to MAA to be used for purposes consistent with the bylaws of that organization.

### **IX. AMENDMENTS.**

Subject to subsequent approval by the Committee on Sections of the Mathematical Association of America, these bylaws may be amended by 2/3 of the votes cast by those

present (or sent by mail) at a business meeting held in conjunction with the annual section meeting. Notification of the proposed amendment will be communicated to members at least 20 days in advance of this meeting.