

Bylaws of the Southwestern Section of the Mathematical Association of America

ARTICLE I: Name and Purpose

1. The name of this Section shall be the Southwestern Section of the Mathematical Association of America (MAA).
2. The purpose of the Southwestern Section shall be to advance the mission of the MAA within the territory defined below in Article II; offer guidance to the MAA as it forms and fulfills its mission; provide professional development and networking activities for Section members and mathematics students; and promote discussion and action on issues affecting mathematics teaching, learning, and research within the Section.

ARTICLE II: Membership

The membership of the Southwestern Section shall be members of the MAA whose MAA mailing addresses are in Arizona, New Mexico, or El Paso, Texas, postal codes 85000-86599, 87000-88499, 79900-79999, 88500-88599. The MAA headquarters office, upon the request of the affected member, may make exceptions.

ARTICLE III: Officers

1. The officers of this Section shall be Chair, Chair-Elect, Past-Chair, Secretary-Treasurer, Webmaster and Newsletter Editor.
2. Each Section officer shall be a member of the MAA and of this Section.
3. The officers shall be elected at the Annual Business Meeting of the Section according to the schedule below, and shall assume office upon the adjournment of the meeting. Ties in elections shall be resolved by a vote of the current Executive Committee (see Article VI) members present at the Business Meeting.

Chair-Elect: Elected every year. This person holds this position for one year, followed automatically by a one-year term as Chair, then a one-year term as Past-Chair.

Secretary-Treasurer: Elected every third year for a three-year term in years $\equiv 0 \pmod{3}$.

Webmaster: Elected every third year for a three-year term in years $\equiv 1 \pmod{3}$.

Newsletter Editor: Elected every third year for a three-year term in years $\equiv 2 \pmod{3}$.

Officers may succeed themselves in office. With the exception of the Section Governor and Section Chair, a Section member may hold more than one office at one time.

4. The nominating committee (see Article VI) shall submit nominations for Section officers, with additional nominations made by any member at the time of the annual election.
5. The duties of the Section officers:
 - a) The Chair shall:
 - i. Execute the affairs of the Section,
 - ii. Organize and plan the program of the Annual Meeting, or appoint a Principal Program Chair to organize and plan the program of the Annual Meeting
 - iii. Preside at each meeting of the Section and of the Executive Committee of the Section, and
 - iv. Appoint each committee of the Section and be an ex officio member of each committee, unless directed otherwise by the membership of the Section at a Section Business Meeting.
 - b) The Chair-Elect shall assist the Chair as requested in dealing with the affairs of the Section.
 - c) The Past-Chair shall assist with the program of the Annual Meeting and preside in the absence of the Chair.
 - d) The Secretary-Treasurer shall:
 - i. Keep the minutes of business meetings of the Section and of the Executive Committee, maintain custody of records of the Section, handle official correspondence of the Section, and notify the members of all Section meetings.
 - ii. Collect registration fees and the subvention provided by the MAA, take care of all monies of the Section, maintain proper and accurate books of account of Section monies, and pay the bills of the Section.
 - iii. Sign checks for the expenditure of Section funds. One other member of the Executive Committee

shall be authorized to sign on this account.

- iv. Submit a financial report to the national MAA office each January and an activities report to the MAA Committee on Sections each spring.
 - v. Oversee an exhibit of MAA books at each Section meeting.
 - e) The Webmaster shall maintain the Section website and post items of importance to the website.
 - f) The Newsletter Editor shall produce and publish a Fall (October) and Spring (February) newsletter each year.
6. The Executive Committee shall conduct the affairs of the Section between Section business meetings. It is empowered to fill any vacancy among the officers of the Section until the next annual business meeting at which time there will be an election to fill the unexpired term.

ARTICLE IV: Meetings

1. The Section shall hold one regular meeting each year, to be referred to herein as the Annual Meeting.
2. The location of each Annual Meeting shall be decided two years in advance by majority vote at the Business Meeting.
3. Section meetings shall be planned under the direction of the Chair.
4. A Special Business Meeting may be called either by the Executive Committee or upon petition by the Section membership. Arrangements for a Special Business Meeting shall be made by the Executive Committee or by a committee appointed by the Section Chair for that purpose.
5. Each member of the Section shall be notified of any regular or special meeting at least twenty days in advance of the meeting.
6. A quorum consists of those members who are present at a properly called business meeting (or in the case of an electronic vote, those members who cast votes).

ARTICLE V: Fees and Use of Assets

1. Every person attending the Annual Meeting shall pay a registration fee determined by the Executive Committee.
2. 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 the MAA to be used for purposes consistent with the bylaws of that organization.

ARTICLE VI: Committees

1. The Executive Committee shall consist of the officers of the Section and the Section Governor.
2. The Chair shall appoint a nominating committee of 3 members, all from different institutions, to serve for 2 years. Other committees or individuals may be appointed by the Chair or the Executive Committee to serve specified purposes and for designated periods of time.

ARTICLE VII: Amendments to Bylaws

1. The Executive Committee or an appointed committee may propose amendments to the bylaws.
2. A proposed amendment shall be submitted to every member of the Section at least twenty days prior to the Annual Business Meeting at which the voting on the amendment will take place or the start date, if voting takes place electronically. The electronic voting period shall be fifteen days.
3. Subject to subsequent approval by the Board of Governors of the MAA, these bylaws may be amended by 2/3 of the votes cast at a Business Meeting of the Section.
4. A complete revision of these bylaws shall be subject to all of the same procedures required for other amendments to these bylaws.

Adopted: April 1967

Amended: April 1971

Amended: March 1972

Proposed revision effective: 2010