

Bylaws of the Texas Section

Article I - Name and Purpose

1. The name of this Section shall be the Texas Section of the Mathematical Association of America, Inc.
2. The purposes of the Texas Section shall be to promote the mathematical sciences, especially at the collegiate level, by carrying out the purposes of the Association within the territory defined below in Article II.

Article II - Membership

1. The membership of the Texas Section shall be members of the Association whose MAA mailing addresses are in Texas (excluding El Paso County), ZIP codes 75000-79899. Exceptions can be made by the Washington office at the request of the member involved.

Article III - Officers and Directors

1. The officers of the Section shall be a Chair, Chair-elect, and the Secretary-Treasurer.
2. The Executive Committee shall consist of the officers of the Section, the Section Governor, the Immediate Past Chair, the Arrangements Chair, the Arrangements Chair-Elect, the Webmaster, the Student Activities Director, and four elected Directors. The Directors shall be designated Level-I Director, Level-II Director, Level-III Director and Director-at-large.
3. The members of the Executive Committee shall be members of the Mathematical Association of America and of the Section.
4. Elections shall be conducted annually at the annual business meeting of the Section. Newly elected officials shall assume office upon the adjournment of that meeting. Terms of offices are as follows:
 - a. the Arrangements Chair-Elect shall be elected annually. After one year of service as Arrangements Chair-Elect, the office holder becomes the Arrangements Chair for a term of one year.
 - b. the Secretary-Treasurer, Webmaster, and Student Activities Director shall serve a three-year term of office.
 - c. the Level-I, Level-II, and Level-III Directors shall serve three-year terms. The Level-I Director will be elected in years numbered $3n + 1$, the Level-III Director will be elected in years numbered $3n + 2$, and the Level-II Director will be elected in years numbered $3n$. The Director-at-Large shall serve a two-year term and shall be elected in even numbered years.
 - d. the Chair-Elect shall be elected annually. The holder of this office shall serve for one year and then become Chair for a period of one year. Should the Chair be unable to complete a term of office, the Director who is serving the third year of a three-year term shall serve the unexpired portion of that year as Acting Chair.

5. Nominations for the above-mentioned offices are to be made as required by a committee chosen by the Departmental Liaisons at their annual meeting. This meeting is to be convened by the Governor of the Section. The Nominations Committee is to be charged by the Chair and to be chaired by the Immediate Past Chair. The list of the positions to be filled, and the corresponding duties will be delineated by the Secretary-Treasurer. Additional nominations for the available offices will also be accepted from the members of the Section at the following year's Business Meeting.
6. Election requirements are:
 - a. the Chair-Elect, the Chair, and the Immediate Past Chair shall not be eligible for election as Chair-Elect at the immediate end of their terms.
 - b. the Secretary-Treasurer and Webmaster may serve multiple terms in office.
 - c. Directors may serve multiple terms in office.
 - d. The Arrangements Chair-Elect shall normally be selected from among the members of the Texas Section who are in residence at the institution hosting the annual meeting two years from the date of the election.
 - e. The Level-I Director shall be selected from among those members of the Texas Section whose teaching and/or interests are principally concerned with the overall undergraduate mathematics program of the first two collegiate years.
 - f. The Level-II Director shall be selected from among those members of the Texas Section whose teaching and/or interests are principally concerned with the overall undergraduate mathematics program of the first four collegiate years.
 - g. The Level-III Director shall be selected from among those members of the Texas Section whose teaching and/or interests encompass a full range mathematics program extending to the doctoral level.
 - h. The Director-at-large shall be charged with the representation of those members of the Texas Section whose interests are not necessarily represented by the other directors.
7. The Chair shall preside at all business meetings of the Section and all meetings of the Executive Committee. The Chair shall have general charge of and shall execute the affairs of the Section. The Chair shall appoint all committees except for committees whose members are specified in Article III Sections 5 and 13 unless otherwise directed by the members at a meeting and shall be an ex-officio member of all committees. The holder of the Chair shall be designated as the Immediate Past Chair in the year immediately succeeding his or her term.
8. The Secretary-Treasurer bears the following responsibilities:
 - a. Keep all the books, accounts, and records of the Section.
 - b. Keep the minutes of all section meetings and meetings of the Executive Committee.
 - c. Prepare and post, with the aid of the Webmaster, all notices relative to Section meetings or other important business of the Section.
 - d. Acquaint new electees of the Section with their responsibilities of the corresponding provisions of the Bylaws.
 - e. Prepare and file the Annual Financial Report and other requested reports with the MAA Director of Finance.
 - f. Prepare and file the Annual Section Report with the Chair of the Committee on Sections.
 - g. Receive all monies paid into the Section for membership fees and voluntary dues and all other purposes and deposit all such monies in a bank or trust account to the account of the Section, taking regular receipt of deposit thereof.
 - h. Pay all bills of the Section out of Section funds.
9. The Webmaster shall be responsible for maintaining a current and accurate Section website. This includes the regular posting of meeting information and news items.
10. The Section Arrangements Chair shall be responsible for plans and preparations of meetings, except for the program, and shall be in charge and preside over all social functions connected with any meeting. The

Arrangements Chair-Elect shall assist the Arrangements Chair in the planning of all meetings, taking note of details so that improvements may be made in the conduct of the next meeting.

11. The Directors shall be responsible for representing the membership of the Section on the Executive Committee and in the generation of programs effectively meeting the mathematical needs of the membership of this Section. In particular, the duties of the Level-I Director shall include the responsibility of promoting the objectives of the Section that relate to the two-year colleges located within its geographical area.
12. The Executive Committee shall conduct the affairs of the Section between meetings. It is empowered to fill any vacancy among the officers and the Executive Committee of the Section by electing a member to finish the term of office except as indicated in Article III, Section 4(d).
13. The awards selection committees shall be comprised of the following members:
 - a. The Distinguished Service Award Selection Committee shall consist of the Section Governor, and the two most recent Past Chairs of the Section with the Governor serving as the committee's chair.
 - b. The Distinguished College and University Teaching of Mathematics Award committee shall consist of the four elected directors with the Director at Large serving as chair.
 - c. The Ron Barnes Distinguished Service to Students Award committee shall be comprised of the Student Activities Director and the two most recent recipients of such an award with the Student Activities Director serving as chair.
14. The Student Activities Director shall:
 - a. Recruit judges to determine award recipients for student presentations at the annual section meeting, provide a mechanism for judges to evaluate students on their talks, and coordinate with the judges to recognize the best presenters at the annual section meeting.
 - b. Coordinate with the Arrangements Chair to provide student activities at the annual section meeting as appropriate.
 - c. Coordinate with the Arrangements Chair to assure that recognition for winners of any student competitions held at the annual section meeting are provided.

Article IV - Meetings

1. The Section shall hold one regular Spring meeting each year.
2. The time and place of this meeting shall be decided by the Executive Committee.
3. The Chair shall call an annual Fall Meeting of the Executive Committee each year in order to plan the program of the regular meeting of the Section. The Secretary-Treasurer shall be responsible for assembling the program in consultation with the Chair and the Arrangements Chair.
4. The section may hold special meetings, the time and place of which shall be determined by the Executive Committee, unless otherwise designated by a resolution by members at a meeting.
5. The members of the Section shall be notified of any regular or special meeting at least fifteen days in advance of the meeting. A quorum shall consist of ten members of the Section.

Article V - Dues

1. Each member of the Section may pay annual voluntary dues to the Treasurer. The amount of these dues shall be determined from time to time at the business meeting of the Section. These dues shall be used to help pay the expenses of conducting the business of the Section.
2. The assets of the Texas Section shall be used exclusively to further the purposes of the Section. In the event of the dissolution of the Section the remaining assets will be returned to the Association to be used for purposes consistent with its purposes.

Article VI - Amendments

1. These Bylaws may be amended by a two-thirds majority of a quorum at any meeting of the Section, subject to the approval of the Board of Governors of the Mathematical Association of America.
2. Proposed amendments shall be made available by the Secretary-Treasurer to all members of the Section at least fifteen days prior to the time of voting.
3. Amendments to the By-Laws may be proposed by the Executive Committee or by the written endorsement of at least three members of the Section to the Executive Committee.

Revisions approved at the 2016 Texas Section Spring Meeting in Nacogdoches. (04/02/2016)