

# The University of North Carolina at Greensboro

## Math Club Constitution

### Article I. Group Name

The name of this group shall be Math Club. If needed, the name can be shortened after approval by the governing council, to be used on publications and signs for specific community service projects, or however the need may arise.

### Article II. Purpose

The purpose of our group is to create a community at UNCG for persons interested in Mathematics, to be a resource of mathematical information, and to promote interaction among math undergraduates, graduate students, and faculty. Activities may include mathematical lectures by members or guests, and collaborative explorations of recreational mathematical topics or problems.

### Article III. Statement of Non-Discrimination

Math club will not tolerate any discrimination against or harassment of persons on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, political affiliation, genetic information, veteran status, disabling condition, or age.

### Article IV. Membership and Eligibility to Vote

The students of The University of North Carolina at Greensboro interested in mathematical topics can become members by joining the Discord group chat and writing in the “introductions” channel their name and UNCG email address, (available through the Math Club website). The Math Club is open to all students, faculty, and staff who wish to participate regardless of age, race,

ethnicity, color, religion, sex, sexual orientation, national origin, gender identity and expression, disability, socioeconomic status, or creed. All members shall become eligible to vote for officers after attending three meetings during the school year, but voting rights can be taken away if the (co-)president(s) unanimously agree there is just cause to do so. At least 75% of the total membership must be composed of currently enrolled UNCG students. Members of this organization can be removed for violation of UNCG policies, for failing to meet academic requirements, or for violations of the UNCG Code of Conduct. To remove a member, a majority vote of the governing council is required. The tie breaking vote is cast by the Group Advisor.

## Article V. Elections

### Section 1. Elections

Elections will be held in the week after spring break of each year. The nominations and announcements can be made by any member. To run for any of the offices, a member must have attended at least half of the meetings in the fall semester and be a declared STEM major or minor. Nominations and announcements for intent to run will be given at the meeting preceding elections, not less than a week before elections. If necessary, the president can allow members seeking office to address the group.

### Section 2. Voting

On the day of the elections, members will vote at the weekly meeting, or send an e-mail to the Co-presidents so their ballots can be counted. Votes will be counted by the Co-presidents and the Group Advisor within a week of the election date. In the event there is only one person running for an office, they will automatically win that office with no election necessary.

### Section 3. Post Election Activities

Post election, newly elected officers will meet with their current counterpart. There will be a four-week transition as follows:

(Week 1) The current officers will introduce elected officers to the CAP (Campus Activities and Programs) Office, the Reservations Office, and all other pertinent personnel.

(Week 2) The current officers will introduce elected officers to the affiliate group leadership and digital information related to group governance.

(Week 3) Elected officers will prepare the final meeting of the year.

(Week 4) Elected officers will run the final meeting of the year.

## Article VI. Officers

Section 1. There will be at most three to five positions in the UNCG Math Club, at most two Co-Presidents, at most two Co-Secretaries, and one Treasurer. The term for each officer is one year. Officers will be expected to attend all meetings and participate in all group functions. They will be responsible for taking the group in a direction dictated by the Co-Presidents.

Section 2. The duties and requirements of each officer are as follows:

Co-President: The Co-Presidents will each maintain a 3.0 GPA on a 4.0 scale. The Co-Presidents must be enrolled in a minimum of 12 semester hours for undergraduate students or 6 semester hours for graduate students and must be in good standing with UNCG. The Co-Presidents shall share responsibility for the general maintenance of the group, and shall attend and oversee all meetings, and shall create new ideas that help accomplish the goals of the Math Club.

Co-Secretaries: The Co-Secretaries will each maintain a 2.75 GPA on a 4.0 scale. The Co-Secretaries must be enrolled in a minimum of 12 semester hours for undergraduate students or 6 semester hours for graduate students and must be in good standing with UNCG. The Co-Secretaries will be responsible for group records, including membership.

Treasurer: The Treasurer will maintain a 2.75 GPA on a 4.0 scale. The treasurer must be enrolled in a minimum of 12 semester hours for undergraduate students or 6 semester hours for graduate students and must be in good

standing with UNCG. The Treasurer will be responsible for finances, arrangement of fundraising events, and organization of sponsorships. The Treasurer will make necessary and allowable money requests via the Student Government Association student group allocation process at UNCG, typically in late August/early September and again in late January/early February.

Governing Council: The Governing Council will consist of the Co-Presidents, Co-Secretaries and the Treasurer. The Governing Council will keep the Math Club website up to date, and make sure that a current Math Club Constitution is visibly available. The Group Advisor casts tie-breaking votes.

Section 3. Each person will remain in their leadership role until removal from office, resignation, or term end. If, in the members' and governing council's opinion, the positional leader is not meeting their responsibilities, the governing council may seek to remove this individual from the position. A member can present their concerns to a governing council member and present evidence that responsibilities are not being fulfilled. A member may also bring the concern to the Group Advisor. To remove a member from their position, the request must receive at least two-thirds majority vote from the governing council. The Group Advisor may unilaterally remove the member from office, following the procedure established in Article IX Section 2.

#### Article VII. Finances

There will be no dues requirements for members of this group. Money will be raised through organized fundraising events coordinated by the treasurer and other members of the governing council. Expenditures can only be authorized by a vote from the governing council. The account for this organization will be managed on Spartan Connect through the Campus Activities and Programs office.

#### Article VIII. Meetings

Meetings will be held regularly at a given time and location announced on the Math Club Discord Server. The first meeting of the semester will be held within two weeks after the semester starts. Members will be notified of all meetings via Math Club Discord Server and are encouraged to attend regularly.

Votes on motions and proposals will be conducted by the governing council. Any member can make suggestions or motions. Quorum exists at meeting if at least 3 members of the governing council and half the membership is in attendance. A quorum is the minimum number of members of a group necessary to conduct the business of that group.

## Article IX. Group Advisor

Section 1. The Group Advisor serves as a role model, facilitates learning, and assists in the efficient and effective administration of the group. As the administrative liaison for the group, the Group Advisor shall maintain an open line of communication with the governing council, and attend at least half of two to three meetings distributed throughout each semester, and advise officers as necessary. The Group Advisor will facilitate communication with university faculty and administration and enforce university and group policies if necessary. The Group Advisor will also be a member of the “Officer’ s” Discord group.

Section 2. The Group Advisor may unilaterally remove a member from the group, or a member of the Governing Council by sending a letter explaining the rationale, CCed to the Dean of Students Office (dossaf@uncg.edu) the Office of Student Rights and Responsibilities (osrr@uncg.edu) Campus Activities and Programs Office (capso@uncg.edu), and the Counseling Center (counselingservices@uncg.edu). The letter should include a procedure to contest the removal.

Section 3. If, in the opinion of the members and governing council, the Group Advisor is not meeting their responsibilities, the governing council may seek a new advisor. A new advisor must be identified and agree to the responsibilities of the Group Advisor. When a new advisor is selected, the governing council must present the new advisor to the membership and receive a two-thirds majority to approve the appointment.

## Article X. Amendments

Any member of the group may propose amendments to this Constitution at any meeting. Amendments will be voted on by the governing council and must be ratified by all members for approval.

#### Article XI. Parliamentary Procedure

Parliamentary procedure will be loosely enforced at meetings and Robert's Rules of Order will be used when necessary. The Co-Presidents and Co-Secretaries are responsible for procedure enforcement.

#### Article XII. Affiliations

The group may have future affiliations with International, National, or State organizations. To be affiliated with an organization, a majority of the governing council must approve. The relationship should be symbiotic and not a controlling relationship by the affiliate.

#### Article XIII. Effective Date

This document shall take effect on June 1, 2024