

CONSTITUTION OF EQUIPPING MATH TEACHERS

ARTICLE I

Name of Organization

Section 1:

The name of this organization shall be Equipping Math Teachers, hereinafter referred to as EMT.

ARTICLE II

Mission

Section 1:

The Purpose of this on-campus student organization shall be to create a community among future mathematics education majors and provide them with resources to be better equipped in improving and influencing the future of teaching and learning mathematics.

ARTICLE III

Affiliation

Section 1:

This student organization shall be an affiliate of the National Council of Teachers of Mathematics (NCTM).

Section 2:

This student organization shall be sponsored by Iowa Council of Teachers of Mathematics.

ARTICLE IV

Qualification of Membership

Section 1:

The Membership of this organization shall consist of enrolled student at Iowa State University. Members also must attend at least half of yearly meetings and are required to pay membership dues.

Section 2:

It is hereby acknowledged that EMT insures that the policies and practices pertaining to the membership of our organization do not discriminate based on sex, race, religion, color, ancestry, national origin, marital status, disability, age, sexual orientation and lifestyle.

Section 3:

Iowa State University and Equipping Math Teachers do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S Veteran.

ARTICLE V

Officer Responsibilities and Election of Officers

Section 1:

The elected officers of this organization shall be:

- A. President
- B. Vice President
- C. Secretary
- D. Treasurer
- E. NCTM Representative

Section 2:

Requirements for each office are as follows:

- A. Each officer must be an active member of EMT.
- B. All elected officers must be members of NCTM.
- C. Each officer must come to Executive Board and General Meetings. If an officer is unable to make it to any of these meetings, he/she shall inform the other officers prior to the meeting/event time.
- D. Each officer must be in good standing with the university and enrolled: at least half-time (six or more

credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half-time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

- E. Each officer has a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate, graduate, and professional students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.
- F. Each officer must be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

Section 3:

Until January 2020, each officer will maintain their position, under the advisor's approval, unless they resigns. Thereafter, when the executive board and faculty advisor feel the club has been well established and responsibilities can be shared with regular members. Positions for officers will be held based off a yearly vote that will take place during a general January meeting. An officer can hold their position at a 2-year maximum.

Section 4:

It shall be the duty of President:

To preside over all General Member meeting and Executive Board meetings; address any problems that arise; plan the agenda

for meetings; help coordinate all activities and maintain a positive atmosphere in the organization.

Section 5:

It shall be the duty of Vice President:

Substitute for the President and other officers in their absence and assist the President, and other offices with their duties.

Responsible for risk management to [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures, [c] to submit documentation to ISU's Risk Management Office and [d] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

Section 6:

It shall be the duty of Secretary:

Too take accurate minutes at meetings and distribute them to members; notify members of changes to schedule; log all events (number of people, contact information, etc.) and keep records of all organization documentation.

Section 7:

It shall be the duty of Treasurer:

To handle all financial transactions concerning the organization; keep and provide a report of the treasury account – yearly summary of expenses and accounts; collecting all member dues; set up any additional fundraising activities.

Section 8:

It shall be the duty of the NCTM Representative:

To serve as the representative of this club to NCTM; relaying and communicating between NCTM and EMT.

ARTICLE VI
Membership

Section 1:

Application for Membership:

EMT encourages any student who is interested in the purpose of EMT to contact the current club president or faculty advisor via email with their email address and contact information. No formal application is needed and anyone can join at any time throughout the academic year.

Section 2:

Types of Membership include active membership and inactive

A. *Active members* are members who meet the minimum attendance requirement to general meetings, who have paid their dues and participate in EMT events.

Attendance will be taken at every meeting and event.

Active member will have the benefit of receiving a complimentary NCTM membership.

B. *Inactive members* are any members who fail to meet the above criteria. Inactive members are not eligible to receive NCTM membership or to run for office.

Section 3:

There are no limitations on membership at this time.

Section 4:

There will be no termination of membership. If a member is not fulfilling his/her duties, they shall be deemed inactive. However, if an Executive Board Member is found by the Active Membership and/or remainder of Executive Board to not be fulfilling their duties, the Executive Board can remove that individual by a 2/3 vote of the members at the meeting. The President will appoint someone to fulfill the position until elections take place. If the position of the President becomes vacant, immediate elections shall take place. Elections to replace any vacant position due to impeachment or resignation will take place as soon as possible on a date decided by the remaining officers.

Section 5:

Elections:

A. Positions are open to all active members

B. Shall be held at a general meeting in January. Date of election shall be decided upon by current Executive Board.

Section 6:

Dues of \$5 shall be paid by all members.

**ARTICLE VII
Meetings and Events**

Section 1:

All meetings and events shall be open to any ISU student interested in Mathematics Education.

Section 2:

Executive Board meetings shall be held at least once a month and will take place after general meetings.

**ARTICLE VIII
Finances**

Section 1:

EMT shall be funded by a \$5 yearly due by each member.

Section 2:

EMT can also be funded by fundraisers and any other donations.

Section 3:

Participation fees shall be decided by the Executive Board and Faculty Advisor at the time of conference.

Section 4:

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

ARTICLE IX

Faculty Advisor

Section 1:

The EMT Advisor(s) must be a member(s) of the faculty, administration, or staff at Iowa State University who are directly involved in Mathematics and be an active member of NCTM.

Section 2:

The Advisor(s) shall choose when to attend Executive Board meetings and offer advice, information, and help when needed.

Section 3:

Should the position of Advisor(s) become vacant, the executive board shall nominate new Advisor(s).

Section 4:

The Advisor(s) shall communicate with the President regularly.

ARTICLE X

Amendments

Section 1:

Any amendments to the constitution shall be proposed by the Executive Board and ratified by the membership of EMT.

Section 2:

The amendment must be brought to the attention of the Executive Board at least one week prior to the vote. If needed, a special meeting will be called, and the active membership will be notified at least one week prior.

ARTICLE XI

Dissolution Clause

Section 1:

If at any time, Equipping Math Teachers shall cease to carry out the purposes and goals of the organization, all aspects, and property held by it, whether in trust or otherwise, shall, after payment

liabilities, be paid over to an agency selected by the final Executive Board.