

This Rules of Procedure (hereinafter called "Rules") apply to the SIAM Student Chapter called "University of Reading Chapter of SIAM".

The Chapter to which these Rules apply is formed by the Society for Industrial and Applied Mathematics and shall operate within the Bylaws of the parent organization. The SIAM bylaws specify how Chapters are formed; see the SIAM bylaws for details. The Chapter shall not affiliate with any other organization without first obtaining the written approval of SIAM. Provisions for SIAM Student (University) Chapters are contained in the SIAM Bylaws and are included in these Rules. No provisions of these rules shall be construed so as to contradict the Bylaws of SIAM.

## **ARTICLE I PURPOSE**

The objectives of SIAM, as established in the Certificate of Incorporation, are:

- o To further the application of mathematics to industry and science.
- o To promote basic research in mathematics leading to new methods and techniques useful to industry and science.
- o To provide media for the exchange of information and ideas between mathematicians and other technical and scientific personnel.

Purposes of the Chapter shall be consistent with the objectives of SIAM. The specific purposes of the Chapter are:

- To increase interaction between students working in applied mathematics and related disciplines, for example: meteorology, biology, and engineering.
- Provide opportunities for participants in chapter activities to develop a wide range of communication, leadership, and teamwork skills.
- Develop and maintain links between chapter members and industry, to allow sharing of experiences of working in mathematics, awareness of current work and information related to careers and job opportunities.

## **ARTICLE II ACTIVITIES**

To organize inexpensive meetings which encourage the further participation and enjoyment of mathematics for those attending such events, bringing together members from different fields.

To organize regular seminars at which members can gain experience presenting and discuss others research, facilitating the exchange of ideas.

To organize seminars with speakers from outside institutions and industry, giving an opportunity for career development and networking.

To aid the set-up and advertising of subject specific study groups in applied mathematics, meteorology, and engineering.

## **ARTICLE III INSTITUTION SERVED**

The University of Reading

#### **ARTICLE IV MEMBERSHIP**

Section 1. Any person engaged or interested in mathematics or computing and their applications shall be eligible for membership in this Chapter. SIAM encourages chapters to be interdisciplinary, including members from multiple departments.

The only requirements are:

Student at the University of Reading. Members will be strongly encouraged to join SIAM.

Section 2. There is one grade of membership. There shall be no compulsory dues levied, however voluntary donations will be accepted.

Section 3. Chapter members shall have the privileges of SIAM membership only if they are regular or student members of SIAM.

Section 4. All members of the chapter who are students enrolled in the sponsoring institution(s) are eligible for free student memberships in SIAM. Chapter is responsible for providing list of its student members to SIAM so that complimentary student membership in SIAM can be processed.

Section 5.

Termination of student membership will take place upon graduation or withdrawal from the university. However not all links will be terminated with students once they leave the university, to help foster more industrial links.

Termination of student membership will take place if the member brings the SIAM Student Chapter into disrepute.

#### **ARTICLE V SPONSORSHIP**

Section 1. The Sponsor of the Chapter is the University of Reading.

Section 2. The Sponsor of the Chapter shall appoint a Faculty Advisor for the Chapter. In the event said Advisor relinquishes his/her position, the Sponsor shall appoint a new Advisor. The responsibilities, rights and duties of the Faculty Advisor shall be those normally assigned to the Faculty Advisor of student organizations of the Sponsor, but in addition, the Faculty Advisor is expected to take leading role in the development of the Chapter activities consistent with the objectives of SIAM. The term of the Faculty Advisor is limited to a fixed period unless re-appointed.

#### **ARTICLE VI OFFICERS**

Section 1. The Chapter shall have a President, a Vice-President, a Secretary and a Treasurer. The Secretary and Treasurer may be combined into a single office; the Chapter may establish additional officers as it deems necessary to conduct its affairs. Officers shall be Regular or Student Members in good standing with SIAM, and shall be chosen from Student Members of the Chapter.

Section 2. The President shall preside at the meetings of the Chapter. In the absence of the President, the Vice-President shall assume the duties of the President. In the absence of the latter, the Secretary shall assume said duties.

Section 3. The Secretary shall keep a record of the affairs of the Chapter, handle correspondence, and submit an annual report of Chapter activities to the Secretary of SIAM, which report shall be suitable for publication in SIAM News or its equivalent.

Section 4. The Treasurer shall receive and take custody of Chapter funds, and shall submit an annual Treasurer's Report and other financial reports, as requested, to the Treasurer of SIAM. The annual Treasurer's Report shall be prepared as of the end of the academic year and shall be transmitted to the Treasurer of SIAM by no later than 30 days following the end of the academic year.

Section 5. All officers will are elected for a year long term of office, but re-election of an officer for an additional term is permissible. Staggering of terms is encouraged, which fosters continuity of Chapter management.

#### **ARTICLE VII EXECUTIVE COMMITTEE**

Section 1.  
There is no managing Executive Committee.

#### **ARTICLE VIII OTHER COMMITTEES**

Section 1.  
The Chapter will have no nominating committee. Elections for new committee members shall take place annually. The current committee shall advertise positions available to current and prospective Chapter members, who shall nominate themselves. If uncontested the nominated candidate shall take on the role. If there are several nominations for one position elections shall take place, with current committee members casting votes.

#### **ARTICLE X MEETINGS**

Section 1. There shall be at least ten technical meetings per year. Meetings are to be scheduled monthly, or more frequently when necessary. Meeting topics are to be selected by those presiding the meeting as in Article VI, Section 2.

Section 2. The Chapter shall conduct a business meeting once per year during the month of January Other business meetings may be called by the President or the Treasurer on two weeks notice.

#### **ARTICLE XI CHAPTER FUNDS**

Section 1. The Chapter will not levy dues, voluntary or otherwise. In the case of Conferences organized by the Chapter, registration and accommodation fees may be collected. Any funds raised will be done in a lawful manner consistent with these Rules and the Bylaws and Certificate of Incorporation of SIAM.

Section 2. As the payment of Chapter dues need not be a criterion for membership in the Chapter, the Chapter may not limit the privilege of voting for officers and others holding office to those members of the Chapter who have paid such dues.

Section 3. The Chapter shall deposit all unused funds to which it has legal title in excess of \$200 in an insured savings account, unless current operating commitments are in excess of that amount or unless the Chapter Treasurer obtains a written authorization from the SIAM Treasurer.

Section 4. The Treasurer shall maintain books of account that show income and expense items for all activities and balances for all accounts of the Chapter.

Section 5. The Chapter may request a grant or loan from the Treasurer of SIAM under the provision of Article XII, Chapter 8 of the Bylaws of SIAM. Such requests shall be made by submission of "Request for Funding" form to SIAM and include a current financial statement for the Chapter and a proposed budget for the requested funds.

Section 6. Other than seeking funds from the sponsoring institutions of the chapter, no officers or member of the Chapter may apply for a grant to support the Chapter activities or enter into any contract to support such activities or provide services, without approval of the President and the Treasurer of SIAM or the Executive Director acting on behalf of the Treasurer.

## **ARTICLE XII AMENDMENTS**

Section 1. These Rules may be altered or amended with the approval of the SIAM Board of Trustees. Submission to the board of proposal alterations or amendments shall be made only after approval by majority vote of members of the Chapter present (or represented by proxy) at a scheduled meeting.

## **ARTICLE XIII TERMINATION OF THE CHAPTER**

Section 1. A Chapter may terminate itself by the unanimous vote of the members of the Chapter present (or represented by proxy) at a scheduled meeting, provided that notice of the proposed termination and the meeting at which it is to be considered has been given to all Chapter members at least 30 days in advance.

Section 2. A Chapter may be terminated by the board if there has been no Chapter activity for one year.

Section 3. In the event a Chapter terminates, the funds to which it has legal title shall revert to the account of SIAM

Approved, SIAM Board of Trustees, December 3, 1977  
Revised, SIAM Board of Trustees, June 21, 2003  
Revised, University of Reading Student Chapter, 9 February 2012