

Rules of Procedure for SIAM Sections

This Section Rules of Procedure (hereinafter called "Rules") applies to the SIAM Section called "The SIAM Pacific Northwest Section (SIAMPNWS)".

The Section to which these Section Rules apply is formed under the aegis of SIAM, and shall operate within its bylaws. This Section shall not affiliate with any other organization without first obtaining the written approval of the SIAM Board of Trustees or its designee. No provisions of these Section Rules shall be construed so as to contradict the SIAM Bylaws.

These Section Rules may be modified by the Board with due notice to the Section.

Article I: Purpose

The objective of the SIAMPNWS is to bring together the different communities of the Pacific Northwest that are active in industrial and applied mathematics. The SIAMPNWS aims to enhance the communication among its members, to promote collaboration for both basic research and applications of mathematics to industry and science, and to support the SIAM mission in the Pacific Northwest region of the US and Canada.

Article II: Activities

The activities of the SIAMPNWS include a biennial section meeting, a variety of seminars and workshops on topics of interest to the section members, encouraging the creation of new SIAM student chapters and facilitating the interaction of student chapters in the region. Participation in SIAMPNWS is open to all institutions and companies in the Pacific Northwest that are interested in industrial and applied mathematics.

Article III: Territory

The SIAMPNWS serves the Pacific Northwest region of the US and Canada, defined here to comprise the states of Idaho, Oregon and Washington, and the province of British Columbia.

Article IV: Membership

Section 1. Any member of SIAM engaged or interested in mathematics and its applications and who is a resident of the geographical area assigned to the Section shall be eligible for membership in the Section. Any member of SIAM who does not live in the geographical area of the Section may join the Section and participate in its activities, except that that member will not be a voting member nor will that member be eligible for office in the Section. A candidate for nonresident membership shall be advised of these rules at the time of that member's application for membership. Section members will be designated as nonresident members if they reside outside the geographical area of the Section.

Section 2. There is no membership fee for section members.

Section 3. Student members pay no more than 50% of the registration fee at the biennial section meeting.

Section 4. A section member can terminate his/her section membership by sending a formal email notification to the Section Secretary (see Article V).

Article V: Officers

Section 1. The Section shall have a President, Vice President, Secretary and Treasurer. The Secretary and Treasurer may be combined into a single office. The SIAMPNWS may establish additional officers as it deems necessary to conduct its affairs. Officers shall be regular members of SIAM in good standing.

Section 2. The President of the Section shall preside at the business meetings of the Section and the meetings of the Section Executive Committee, if any (see Article VI). 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.

(Revised Oct. 27, 2015)

Section 3. The Secretary shall keep a record of the affairs of the Section, handle correspondence, and submit an annual report of Section activities to the Secretary of SIAM by January 15 of each year, which report shall be suitable for providing the basis of a publication in SIAM News or its equivalent.

Section 4. The Treasurer shall receive and take custody of Section 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 December 31 and shall be transmitted to the Treasurer of SIAM by no later than January 15 of the year following.

Section 5. The Vice President acts as Program Director and is responsible for the organization of the biennial section meeting.

Section 6. The terms of the officers of the SIAMPNWS are for two years, starting from May 1 of the first year to April 30 of the third year.

Article VI: Executive Committee

Section 1. The SIAMPNWS is managed by an Executive Committee consisting of the incumbent officers and the most recent retired president. The current section president is the chair of the Executive Committee.

Section 2. Any vacancy of the Executive Committee shall be filled through a section election.

Article VII: Other Committees

Section 1. The SIAMPNWS has no permanent committees other than the Executive Committee.

Article VIII: Meetings

Section 1. In addition to the biannual sectional meeting, the SIAMPNWS may organize other events such as seminars and workshops, consistent with the Purpose outlined in Article I. The number of these meetings is not specified.

Article IX: Elections

Section 1. Section elections shall be by email or web ballot through SIAM HQ, or by secret ballot at the annual Section business meeting. The winners of the election shall be determined by the plurality of the votes cast for each office. Ballots must be submitted to the Section membership at least 60 days, and no more than 120 days, in advance of the date when the terms of office expire.

Section 2. A Nominating Committee shall be appointed by the President with the approval of the Executive Committee. The Nominating Committee will finalize the list of the nominees and announce the election results.

Article X: Annual Business Meeting

Section 1. The Section shall conduct an annual Section business meeting once per year in spring. Other business meetings may be called by the President or the Treasurer on four weeks' notice.

Article XI: Section Funds

Section 1. The Section may collect registration fees for Section meetings, and otherwise raise funds in any lawful manner consistent with these Section Rules and the bylaws and certificate of incorporation of SIAM.

Section 2. The Section 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 Section Treasurer obtains a written authorization from the SIAM Treasurer.

Section 3. The Section Treasurer shall maintain books of account that show income and expense items for all activities and balances for all accounts of the Section.

(Revised Oct. 27, 2015)

Section 4. Requests for funds in support of Section activities in a budget year shall be made in writing to the designated office in SIAM HQ by September 15 of the previous year. The budget request will be evaluated as part of the operating budget review. Other requests for funds shall be substantiated by a proposed budget for expenditures and a current statement of accumulated revenue and expenses.

Section 5. No officer or member of the Section may apply for a grant to support Section activities or enter into any contract to support such activities or provide services, or have authority to contract debts for, pledge the credit of, or in any way bind SIAM, except to the extent that Section funds exist.

Section 6. All Society dues of Section members shall be payable to SIAM; however, Sections may levy Section dues, as specified in the Section Rules.

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 proposed alterations or amendments shall be made only after approval by the majority vote of members of the Section present (or represented by proxy) at a scheduled meeting.

Article XIII: Termination of the Section

Section 1. A Section may terminate itself by the unanimous vote of the members of the Section 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 Section members at least 30 days in advance and to the Board at least 90 days in advance.

Section 2. A Section will be terminated by the Board after two years of inactivity, where inactivity is defined as any of (a) failure to submit a Secretary's annual report or an annual Treasurer's report, (b) a Secretary's annual report showing no activity, or (c) failure to hold a scheduled election.

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