

# **Charter of the Special Interest Group of the MAA on History of Mathematics**

## **Article I Identification.**

**Section 1.** The name of this SIGMAA is the Special Interest Group of the Mathematical Association of America on History of Mathematics (HOM SIGMAA).

**Section 2.** The purpose of the HOM SIGMAA is to promote research in the history of mathematics and support the use of history in the teaching of mathematics. Specific objectives include:

- a. Facilitating discussion among mathematicians, historians and mathematics educators at all levels, regarding history of mathematics and its uses in teaching.
- b. Encouraging a greater role within the MAA for historians of mathematics and mathematicians doing research in the history of mathematics.
- c. Enhancing historical resources, curricular materials, and services available to mathematics educators.
- d. Providing a forum for curriculum development and reform to promote the use of history in the teaching of mathematics.
- e. Providing a forum for communication among mathematicians, historians, and mathematics educators.

## **Article II Activities.**

**Section 1.** This SIGMAA will engage in activities such as, but not limited to, the following:

- a. Holding an annual meeting in connection with the Joint Mathematics Meetings.
- b. Sponsoring a reception and special or contributed paper sessions at selected meetings of the MAA.
- c. Maintaining and monitoring electronic services for sharing information, such as web sites, list servers and electronic journals.

- d. Publishing articles, news, and information of interest to its members.

**Section 2.** Relationships with MAA activities. This SIGMAA will coordinate its activities and cooperate with organizations both within and outside of the MAA as appropriate.

- a. The HOM SIGMAA will coordinate activities with the MAA Subcommittee on the Instructional Use of the History of Mathematics, and with other MAA committees and SIGMAAs, as appropriate to its mission. In addition, the HOM SIGMAA will share information and coordinate activities with other scholarly groups supporting research in the history of mathematics and its uses in teaching.
- b. Without prior approval of the MAA Executive Committee, any activities of this SIGMAA, including publications, will be represented as coming from this SIGMAA and not from the MAA at large.
- c. Reports of this SIGMAA's activities will be submitted annually to the MAA Committee on SIGMAAs, with copies to the chair of the Coordinating Council to which the SIGMAA was assigned.

### **Article III Meetings.**

**Section 1.** Frequency and place of meetings. General membership meetings of the HOM SIGMAA shall take place at the January meeting of the MAA. Other activities may be scheduled at the summer MAA meeting and at MAA Section meetings. HOM SIGMAA business may also be conducted electronically provided that a quorum is attained.

**Section 2.** Conduct of meetings. The SIGMAA Chair will preside over the annual business meeting held during the January Joint Mathematics Meetings. The Chair will circulate an agenda electronically one month in advance and will ask for additional agenda items at that time. The Chair will allow ample time for discussion and will seek to achieve consensus. When a consensus is not reached, decisions will be made by a vote using Robert's Rules of Order.

When the Executive Committee decides that an issue requires attention of the entire HOM SIGMAA membership before the next general meeting, it can decide to conduct a business meeting electronically. The same definition of a quorum applies to any vote taken, and again it is expected that ample time for discussion will be allowed. Members will be given at least two weeks to vote on any issue requiring an electronically conducted vote.

**Section 3.** A quorum at membership meetings, including electronic meetings, shall consist of at least 20 members (or a simple majority of the membership, whichever is smaller) and at least three officers.

## **Article IV Membership.**

**Section 1.** Membership in this SIGMAA shall be open to any MAA member.

## **Article V Administration.**

**Section 1.** Officers and Executive Committee

Elected officers of this SIGMAA will be Chair, Program Coordinator, Prize Coordinator, Electronic Resources Coordinator, and Secretary/Treasurer. These five officers comprise the HOM SIGMAA Executive Committee.

The immediate Past Chair shall serve in an advisory capacity to the HOM SIGMAA Executive Committee, but shall not vote.

**Section 2.** Duties of Officers

a. The Executive Committee will be responsible for carrying out the directives of the membership, as well as day-to-day business.

b. The duties of the officers are described below.

i. The Chair will preside at all HOM SIGMAA business meetings, will organize and direct the activities of the SIGMAA, and will serve as its chief spokesperson. The Chair will serve as liaison with the MAA Committee on SIGMAAs and with other organizations. The Chair will also regularly communicate with HOM SIGMAA members about the activities of the Executive Committee and the SIGMAA in general. The Chair will also perform other duties as may be directed from time to time by the Executive Committee.

ii. The Program Coordinator will solicit proposals for special sessions at the Joint Mathematics Meetings, workshops, conferences, etc., from the HOM SIGMAA membership, and present proposals to the Executive Committee. The

Program Coordinator will coordinate, with the MAA Associate Secretary, the implementation of those proposals approved by the Executive Committee. Criteria for accepting proposals will include whether the objectives of the proposed sessions are concordant with the missions of HOM SIGMAA and the MAA. The Program Coordinator will also perform other duties as may be directed from time to time by the Executive Committee.

iii. The Prize Coordinator will be responsible for administering the annual HOM SIGMAA Student Paper Contest; administering the HOM SIGMAA Book Prize, including chairing the HOM SIGMAA Book Prize Committee; and administering the HOM SIGMAA Journal Article Prize, including chairing the HOM SIGMAA Journal Article Prize Committee. The Prize Coordinator will also perform other duties as may be directed from time to time by the Executive Committee.

iv. The Electronic Resources Coordinator will be responsible for dissemination of information to the HOM SIGMAA membership, primarily through electronic media. The Electronic Resources Coordinator will assist the Secretary/Treasurer, as needed, with correspondence, and with recording and disseminating the activities of the HOM SIGMAA. The Electronic Resources Coordinator will also perform other duties as may be directed from time to time by the Executive Committee.

v. The Secretary/Treasurer will keep records of official meetings of the HOM SIGMAA and its Executive Committee, and will hold and disburse funds as directed by the HOM SIGMAA Executive Committee. Other duties include keeping a record of the affairs of HOM SIGMAA, handling correspondence, preparing written reports for submission to the MAA as required, being responsible for all finances of the HOM SIGMAA and for preparation of financial reports as required by the HOM SIGMAA Executive Committee. The Secretary/Treasurer will also perform other duties as may be directed from time to time by the Executive Committee.

c. Decisions of the Executive Committee will be by majority vote.

d. From time to time the Executive Committee may designate Officers and Members-at-Large to constitute committees of not less than two members, which will exercise such powers as the Executive Committee specifies. A majority of a committee will determine its actions, unless the Executive Committee specifies otherwise. The Executive Committee has the power at any time to change the number, members and powers of any committee.

### **Section 3. Elections, Appointments, and Terms of Office**

- a. The Executive Committee will appoint a Nominating Committee of three members. When possible, the immediate Past Chair will chair this committee. The committee will solicit nominations and volunteers from the membership for future officers.
- b. Election of officers will take place by electronic ballot of the membership. By October 1, the MAA will distribute to HOM SIG members via email to the HOM SIG listserv a link to the electronic ballot with instructions for voting by October 31. The electronic ballot will indicate that write-in votes are permitted. The winner will be the candidate receiving the most votes. Ties will be broken by a fair, unbiased random device supervised by the MAA. Paper ballots will be provided by request only.
- c. All HOM SIGMAA Executive Committee members shall serve terms of three years effective with officers beginning their terms in January of 2009. (The only exception is that the first Prize Coordinator will serve from January of 2009 to January of 2011.) Terms will begin at the conclusion of the January Joint Mathematics Meetings.
- d. Should an office other than Chair become vacant midterm, the Executive Committee, in consultation with the most recent Nominating Committee, shall appoint a member of the HOM SIGMAA to fill that office for the remainder of the term of office. Should the office of Chair of the HOM SIGMAA become vacant midterm, the Executive Committee shall appoint a member of the Executive Committee (to include the *ex officio* immediate Past Chair) to fill the office of Chair for the remainder of the term and, should this appointment create a vacant office, shall fill the vacant position according to the rules just given.

### **Article VI Finances.**

**Section 1.** An annual MAA dues supplement shall be assessed each member of HOM SIGMAA. This fee will be used to support, in part, the activities of this SIGMAA. The amount will be determined by the HOM SIGMAA membership, with the initial amount being \$10 per year. The manner of collection and disbursement of these funds will be determined by the MAA Executive Committee.

**Section 2.** This SIGMAA shall submit an expense budget for each calendar year to the Chair of the MAA Budget Committee by no later than April 1 of the preceding

year. It shall include the projected cost for all planned SIGMAA activities for the coming year, including costs of receptions, space, equipment, et cetera, at meetings, national and otherwise. The budget is subject to approval by the MAA Executive Committee.

**Section 3.** The SIGMAA may apply to the MAA for specific funding beyond what is provided from dues. All requests for funds shall be substantiated by a budget for the proposed expenditures.

## **Article VII External Funding.**

**Section 1.** No officer or member of this SIGMAA may apply for a grant to support this SIGMAA's activities or enter into any contract to support such activities or to provide services without specific approval in writing by the president of the MAA or designee thereof. If this SIGMAA wishes to apply for external funds, it shall coordinate this activity with the MAA Subcommittee on Externally Funded Projects and go through the standard procedures for applying for external funding under the auspices of the MAA.

**Section 2.** Neither this SIGMAA nor any officer nor representative thereof shall have any authority to contract debts for, pledge the credit of, or in any way bind the MAA.

## **Article VIII Changes.**

**Section 1.** Changes to this Charter may be proposed by 2/3 vote either of the members present at a general meeting or of the members voting if the vote is taken electronically, provided that a quorum exists. Notice of the proposed changes must be sent to the membership electronically, allowing at least one month for discussion. The proposed changes must then be submitted for approval by the MAA Executive Committee.

**Section 2.** Changes to this Charter may also be initiated by the MAA Executive Committee. In this event, changes must be approved by the Board of Governors.

## **Article IX Dissolution.**

**Section 1.** This SIGMAA shall be dissolved for either of the following reasons:

- a. Failure to maintain at least 20 members for two consecutive years.
- b. For reasons agreed to by a majority vote of the MAA Board of Governors.

**Section 2.** If dissolved, any unspent funds of this SIGMAA shall be returned to the MAA's general fund.