

**The Congress
of the
Mathematical Association of America**

**Bylaws of the Congress
APPROVED 07-26-2017, AMENDED 01-09-2018**

I. Name and Purpose

- A. Name: The Congress of the Mathematical Association of America.
- B. The Congress works to support the MAA's mission to advance the understanding of mathematics and its impact on our world.
- C. The Congress serves as a conduit for communication between the Board, the Sections, and other constituencies. The Congress will approve strategic goals and priorities for the MAA; recommend to the Board programmatic and social policies for the Association; advise the Board on amendments to Association bylaws; elect the Chair of the Committee on Sections; elect at-large members of the Congress; recommend members of the Association to serve on the Nominating Committee; and elect one of its members as the Officer-at-Large and another as its Chair.

II. Membership of the Congress

- A. Section Representatives as encoded in Article VIII, Section 2 of the MAA bylaws, approved January 2017.
- B. Chairs of MAA Councils
 - i. Council on Meetings and Professional Development
 - ii. Council on the Profession
 - iii. Council on Programs and Students
 - iv. Council on Members and Communities
 - v. Council on Outreach
 - vi. Council on Publications and Communications
 - vii. Council on Prizes and Awards
- C. The Board - Members of the board of directors of the MAA serve as members of the Congress. The Board of Directors of the MAA consists of:
 - i. President of the MAA
 - ii. Vice President of the MAA
 - iii. Treasurer of the MAA
 - iv. Secretary of the MAA
 - v. Past President or President-Elect of the MAA
 - vi. Associate Secretary of the MAA
 - vii. Chair of the Congress
 - viii. Chair of the Committee on Sections
 - ix. Officer-at-Large

- D. Representatives-at-Large for
 - i. Teacher Education (1)
 - ii. Business, Industry, and Government (1)
 - iii. Minority Interests (2)
 - iv. High School Teacher (1)
 - v. Canadian Members (1)

Others as determined by the Congress

E. Past Chair of the Congress – the term of the immediate past Chair of the Congress is extended, if necessary, so that they remain on Congress for at least one year after completion of their term as Chair.

F. In the event that a member of Congress from (A) or (D) above is unable to complete their term, the following process will be used, relying on the original nominating body:

* Nominations for replacements for Officer-at-large, Vice Chair, Recorder, and Elections Committee members should come from the (Congress) Elections Committee, subject to approval by the Officers of Congress.

* Nominations for replacement for Section Representatives should come from the Executive Council of that Section, subject to the approval process of their choice.

* Nominations for replacement for a Council Chair, Chair of the Committee on Sections, or At-large Reps should come from the Committee on Councils and Committees, subject to appointment by the Board of Directors.

* Nominations for replacements for the Chair of the Congress should come from the MAA Nominating Committee, subject to approval by the Board of Directors.

* Nominations for replacements for MAA Nominating Committee members should come from the (Congress) Elections Committee, subject to appointment by the Board of Directors.

If less than half of the person's term remains, the replacement should be appointed by that nominating body, subject to approval by governing bodies noted above. If half or more of the person's term remains, the original electing body should vote to select the replacement. A person being appointed to fulfill a term with less than 18 months remaining is eligible to stand for re-election.

III. Officers of the Congress and their Terms

A. Officers

- i. Chair of the Congress – responsible for chairing the Congress and serves on the MAA Board. The chair shall set the agenda of each meeting in consultation with other officers.
- ii. Recorder – responsible for recording the minutes and actions of each meeting of the Congress and communicating those minutes and actions to all of the

members of the Congress and to the Secretary of the Association.

- iii. Officer-at-Large for MAA Board.
- iv. Vice Chair - responsible for chairing the Congress in the event that the Chair is unable to fulfill their responsibilities and chairing the Elections Committee (see Section V).

B. Terms (and term limits)

- i. The Chair serves a two-year term and may not serve two or more consecutive terms. As per MAA bylaws, the Chair will be a member of the Congress with at least one year remaining in their term upon the chair's election. If the Chair's term on the Congress ends after one year, the Chair's term will be extended one year.
- ii. The Recorder serves a two-year term and may not serve two or more consecutive terms. As per MAA bylaws, the Recorder will be a member of the Congress with at least one year remaining in their term upon the Recorder's election. If the Recorder's term on the Congress ends after one year, the Recorder's term will be extended one year.
- iii. The Officer-at-Large serves a two-year term and may not serve two or more consecutive terms. As per MAA bylaws, the Officer-at-Large will be a member of the Congress with at least one year remaining in their term upon election. If the Officer-at-Large's term on the Congress ends after one year, the Officer-at-Large's term will be extended one year.
- iv. The Vice Chair serves a two-year term and may not serve two or more consecutive terms. If the Vice Chair's term on the Congress ends after one year upon election, the Vice Chair's term will be extended one year.
- v. In the event that an officer gets a one year extension, their replacement representative will be elected under the normal schedule, and in the year of the officer's extension the officer will be considered a Member-At-Large with voting privileges.
- vi. All terms begin on February 1 and terminate on January 31 of the appropriate years.

C. Election procedures

- i. The Congress shall elect new officers as needed to two-year terms. The Chair and Recorder two-year terms will begin February 1 of even-numbered years; the Officer-at-Large and Vice Chair terms will begin February 1 of odd-numbered years.
- ii. If at some point an officer becomes unable to fulfill their duties, the Congress shall elect a new officer to complete their term.
- iii. There shall be at least two nominees for each office that serves on the MAA Board.
- iv. Elections for multi-seat positions will be by approval voting. In the event of a tie, the winner will be decided by a random event such as a coin flip. Elections for single-seat positions will be by instant runoff.

IV. Meetings of the Congress

- A. The Congress shall meet at least once per year, per the MAA Bylaws.
- B. The chair will set the agenda in consultation with the other officers, taking into account concerns of the membership.
- C. Timeline for Meeting
 - i. Preliminary agenda sent to members four weeks prior to meeting.
 - ii. Members of the Congress can suggest an item for the agenda by submitting it to the chair within one week after the initial agenda is sent.
 - iii. Final agenda sent to members two weeks prior to meeting.
 - iv. The first item on the meeting agenda will be approval of the agenda.
- D. Discussion to obtain consensus will be the prevailing procedure in the Congress. Parliamentary procedure will be used when a decision is to be made as a formal recommendation. In general, non-election votes will be decided by simple majority of the members present.
- E. A quorum will consist of two-thirds of the members of Congress (which is necessary before any official business may occur).
- F. The Recorder will send preliminary minutes to the Congress within 3 weeks of the meeting. Members will have 2 weeks to submit corrections to the minutes, and a final approval vote will be taken at the end of the 2 week comment period. Approval of the minutes will be via email, so that the official decisions of the Congress may be communicated to the Board in a timely manner.

V. Elections Committee and Members-at-Large

- A. Congress shall have an Elections Committee consisting of five members: the Vice Chair, the Recorder, and three members of the Congress who are not members of the Board of Directors. The Elections Committee will be chaired by the Vice Chair of the Congress.
 - i. Terms on the Elections Committee are for one year and will be determined by a vote at the summer meeting of the Congress. Members may self-nominate for this committee and election to the committee will be by approval voting.
 - ii. The responsibilities of the Elections Committee will be to (1) provide a list of names, approved by the Congress, to the Board of Directors from which the Board of Directors will select the MAA Nominating Committee, (2) develop a slate of candidates for the Recorder, the Vice Chair, and the Officer-At-Large, (3) run the elections in the Congress, and (4) make recommendations to the Nominating Committee for candidates for Chair of the Congress.
- B. Votes for Representatives-At-Large will be by approval vote and will be taken by the Congress by no later than January, and the Representatives-At-Large will begin their terms at the same time the Section Representatives begin their terms.
- C. The slate of candidates for Representatives-At-Large will be determined by the Board on recommendation from the Committee on Councils and Committees, per MAA Bylaws.
- D. The slate of candidates for Chair of the Congress will be determined by the MAA Nominating Committee, per MAA Bylaws. The slate of candidates for Chair of the

Committee on Sections will be determined by the Board upon recommendation from the Committee on Councils and Committees. Per MAA Bylaws (Article 8, Section 10), for elections by the Congress, additional nominations may be made from the floor. Nominations from the floor must be supported by a signed statement from the person nominated verifying that he or she is willing to serve if elected.

VI. Member Responsibilities

- A. Members of Congress are expected to make every effort to come to all meetings. In anticipation of missing a Congress meeting, a Section Representative may appoint a past Representative of that Section, and a Congress Representative-At-Large may appoint a past Representative-At-Large for that constituency as a substitute for that meeting. Similarly, a Council Chair may appoint a past Council Chair or current Council member as a substitute for that meeting in the event they cannot attend. The Congress member shall notify the Recorder and the MAA Secretary of the impending absence and give the name of the substitute, who then has full voting rights at the meeting.
- B. Members of Congress are expected to represent the needs and interests of their constituencies.
- C. Members of Congress are expected to communicate decisions of the Board to their constituencies.
- D. Members of the Congress are expected to stay abreast of issues facing the MAA and to serve as ambassadors for mathematics and the MAA.

VII. Amending the bylaws:

- A. These bylaws may be amended by majority vote of the Congress. In order to allow for full consideration of changes of the bylaws, any proposed changes to the bylaws must be brought forth to the full Congress no less than one month prior to the vote. This may be done via email with the preliminary agenda or may be proposed at one meeting to be voted on at the next meeting.