

CONSTITUTION

Michigan Association of Mathematics Teacher Educators (MI-AMTE)

Article I – Name

The name of this non-profit association shall be Michigan Association of Mathematics Teacher Educators, hereinafter referred to as MI-AMTE. Mathematics teacher educators include all people professionally involved in the preparation and professional development of teachers of mathematics.

Article II -- Goal and Purposes

The goal of MI-AMTE is to promote all aspects of quality mathematics teacher education in Michigan. Specifically, the purposes are to:

1. Promote excellence in the preparation and continuing development of all teachers of mathematics by providing quality leadership among mathematics teacher educators in the broad mathematics education community;
2. Promote equitable practices in mathematics teacher education, including promoting diversity among mathematics teachers and mathematics teacher educators;
3. Facilitate communication and collaboration among mathematics teacher educators;
4. Work collaboratively with other associations, organizations, and governmental units concerned with the preparation and professional development of mathematics teachers; and
5. Organize programs and meetings focusing on issues related to the preparation and professional development of mathematics teachers.

Article III -- Affiliations

MI-AMTE is an affiliate of the national AMTE organization. MI-AMTE may affiliate with other organizations, subject to the approval of a majority of those MI-AMTE members voting. Voting shall be by an electronic ballot sent to all regular members. The ballot shall be accompanied by statements supporting affiliation and non-affiliation.

Article IV -- Membership

Section 1: Types of Membership

Regular membership shall be open to all individuals who are interested in the goal and purposes of MI-AMTE as stated in Article III. A person shall become a regular member upon receipt of a completed application and designated dues.

Student membership shall be open to all graduate students who are interested in the goal and purposes of MI-AMTE as stated in Article III. A person shall become a student member upon receipt of a completed application and designated dues.

Institutional membership shall be open to all organizations that are interested in the goal and purposes of MI-AMTE as stated in Article II. An organization shall become an institutional member upon receipt of a completed application and designated dues.

Section 2: Privileges of Members

Regular and student members shall be accorded all rights and privileges normally provided members of educational and professional associations including the right to vote, hold office, receive publications, and participate in conferences and meetings.

Institutional members shall have all the same rights and privileges as regular members, except the right to vote and hold office.

Section 3: Termination of Membership

A member may resign by submitting a letter of resignation to the treasurer. Such resignation shall be effective upon receipt or upon a date specified in the letter of resignation. Dues will not be refunded.

Membership shall be terminated upon the non-payment of dues.

Article V -- Organization

Section 1: Board of Directors

The Board of Directors shall consist of the Officers, a Graduate Student Representative, and two Members-at-Large, and shall be the policy-making body of MI-AMTE.

Section 2: Standing Committees

There shall be standing committees of MI-AMTE as provided in the Bylaws of MI-AMTE. Standing committee members and chairpersons shall be appointed by the President of MI-AMTE with the approval of the Board of Directors and report to the Board of Directors. Committee members shall be appointed on staggered three-year terms.

Section 3: Representatives to Affiliated Organizations

The Board of Directors may appoint a regular member to be the representative to each organization to which MI-AMTE is affiliated as defined by Article III. Each representative must also be a member of the affiliated organization. Each representative shall be appointed yearly and report to the Board of Directors.

Article VI -- Elected Officers and Board Members, and Duties

Section 1: Officers

The elected officers of MI-AMTE shall consist of President, Secretary, Treasurer, and either President Elect or Immediate Past President (dependent on the election cycle); all will serve on the Board of Directors.

Section 2: Duties of President

The President shall ensure that the affairs of MI-AMTE are conducted in accordance with this Constitution, Bylaws, and policies of MI-AMTE; shall be the presiding officer at Annual Business Meetings, Board of Directors meetings and any special meetings; shall call special meetings as provided for in Article VII, Section 2 of this Constitution; shall coordinate the activities of standing committees; and shall provide leadership for the attainment of the goal and purposes of MI-AMTE.

Section 3: Duties of the President-Elect

The President-Elect shall serve as assistant to the President and assume the office of President in the year following her/his election. The President-Elect, with the consent of the Board of Directors, shall assume the presidency upon the incapacity or unavailability of the President.

Section 4: Duties of Immediate Past President

The Immediate Past President shall serve as a resource person for the President during the year following the Immediate Past President's term of office as President. The Immediate Past

President, with the consent of the Board of Directors, shall reassume the Presidency during the year following her/his term as President upon the incapacity or unavailability of the President.

Section 5: Duties of Secretary

The Secretary shall: record and maintain a file of the minutes of the annual Business Meeting and special meetings of MI-AMTE and its Board of Directors; maintain a current and accurate membership list; be responsible for the correspondence of MI-AMTE; and maintain affiliations with other organizations.

Section 6: Duties of Treasurer

The Treasurer shall: be responsible for maintaining records of all monies received and paid in the name of MI-AMTE; maintain MI-AMTE's non-profit and incorporation status; file required tax forms; transact the financial affairs of MI-AMTE upon recommendation of the Board of Directors; prepare financial reports to be presented at the meetings of the Board of Directors and prepare a report to be presented at MI-AMTE's annual Business Meeting; and work with the Finance committee to ensure that all revenues and expenditures of MI-AMTE are in conformity with the Constitution, Bylaws, and policies of MI-AMTE.

Section 7: Duties of Board Members-at-Large

The elected Members-at-Large shall assume those responsibilities determined by the President and participate in organizational policy making as members of the board.

Section 8: Duties of Graduate Student Representative

The elected Graduate Student Representative shall assume those responsibilities determined by the President and participate in organizational policy making as a member of the board.

Section 9: Terms of Office

The term of office for the Treasurer shall be three years, President, Secretary and Members-at-Large shall be two years, and Graduate Student Representative shall be one year. The President-Elect and Immediate Past President will be one-year terms in addition to the individual's two years as President. The Immediate Past President will serve in the first year of the President's term and the President-Elect shall serve in the second year of the President's term. Elected officers of MI-AMTE and the Representatives shall assume office at the end of the annual Business Meeting at which their election is announced. The President may not serve as

President-Elect.

Section 10: Vacancies

When a vacancy, other than the presidency, on the Board of Directors occurs, the President with approval of the remaining Board of Directors shall designate a regular member to fill the position for the remainder of the term of office.

Article VII -- Meetings

Section 1: Annual Business Meeting

MI-AMTE shall hold an annual Business Meeting as specified in the Bylaws of MI-AMTE. This meeting will be open to all members. The members shall be notified of the time and place of a meeting at least 30 days prior to the annual meeting.

Section 2: Special Meetings

Special Meetings of MI-AMTE shall be called by the President at the direction of the Board of Directors or upon petition of 20% of the regular membership. The members shall be notified of the time and place of a meeting at least 30 days prior to any special meeting.

Section 3: Board of Directors Meetings

The Board of Directors shall hold meetings as specified in the Bylaws of MI-AMTE.

Section 4: Parliamentary Procedure

The most recent version of *Roberts' Rules of Order* shall prevail at all MI-AMTE meetings, except as provided for in the Bylaws.

Section 5: Quorum

Quorum for the Annual Business Meeting and/or Special Meetings of MI-AMTE shall be the members present (either in person or via technology). The presence of a majority of the voting members of the Board of Directors (either in person or via technology) shall constitute a quorum at Board of Directors meetings.

Article VIII—Nominations and Elections

Section 1: Nominations

Any regular member in good standing may be nominated to serve as a member of the Board of Directors. A member may nominate her/himself or a regular member in good standing may be suggested for nomination by another member of MI-AMTE. All such suggestions for nomination shall be received by the organization as defined in the bylaws.

Section 2: Elections

Members of the Board of Directors shall be elected in an annual election by ballot of the regular membership prior to the annual Business Meeting.

In even years, elections shall be held for President-Elect, Secretary, one At-Large Board member, and Graduate Student Representative.

In odd numbered years elections shall be held for Graduate Student Representative, and one At-Large Board member.

The Treasurer, being a three-year office, will be elected for terms beginning in 2016 and every three years thereafter.

For the first election of the MI-AMTE Board, all positions will be filled. Those for whom the election is in a year with inappropriate parity will be elected for a three-year term.

Article IX -- Referendum

All formal actions taken by the Board of Directors shall be subject to a referendum of the membership in the following manner.

Section 1: Reconsideration

Upon presentation to the Board of Directors of a petition bearing the signatures of a minimum of 10% of regular members, the Board of Directors shall, at a meeting called within a reasonable time, reconsider its formal action as specified by the petitioners.

Section 2: Referendum

If, after reconsideration, the Board of Directors reaffirms its action, that action shall be subject to

a ballot of the regular membership within 30 days of the reconsideration. If a majority of the regular members of MI-AMTE who vote reject the Board of Directors action, that action shall become null and void.

Article X -- Amendments to the Constitution

This Constitution may be amended by the following procedure: Any member(s) may propose amendments bearing the signatures of a minimum of 5% of the regular members. Proposed amendment(s) and signatures must be submitted to the Board of Directors via the Secretary 60 days prior to an annual Business Meeting.

Proposed constitutional amendments receiving a majority vote of the regular members present at an annual Business Meeting (either in person or via technology) shall be submitted to the regular membership for ratification by ballot within 60 days after the annual Business Meeting.

The proposed amendment shall take effect when approved by a minimum of 60% of those regular members who vote.

Article XI -- Ratification of the Constitution

This Constitution is ratified when it is approved by 60% of those regular members who vote.

Article XII -- Dissolution of MI-AMTE

MI-AMTE may be dissolved only at an annual Business Meeting. Notification of the intention to dissolve the MI-AMTE shall be sent to all members prior to the meeting. The resolution for dissolution shall be discussed at an annual Business Meeting. If the resolution to dissolve MI-AMTE is approved by more than 60% of the regular members who vote at an annual Business Meeting, then MI-AMTE shall be dissolved.

Upon any such dissolution of MI-AMTE, all its property remaining after satisfaction of all its obligations shall be distributed to one or more nonprofit funds, foundations, or corporations which are organized and operated exclusively for educational purposes and have established their tax-exempt status under Section 501 {C} (3) of the Internal Revenue Code. The determination of how to distribute the funds will be determined at the meeting at which the dissolution of MI-AMTE is decided.

Article XIII -- Internal Revenue Code

MI-AMTE qualifies for 501 {C} (3) status under the Internal Revenue Code. As such,

MI-AMTE is organized exclusively for charitable purposes within the meaning of section 501 {C} (3) of the Internal Revenue Code.

Notwithstanding any other provision of these Articles, MI-AMTE shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Income Tax as an organization described in section 501 {C} (3) of the Internal Revenue Code (or corresponding section of any future federal tax code).

BYLAWS

Michigan Association of Mathematics Teacher Educators

Article I -- Membership

Section 1: Application for Membership

Applications for membership shall be submitted in such a manner as the Board of Directors may prescribe. Upon approval of the application and receipt of dues, the applicant shall become a member as specified in the Constitution, Article IV Section 1.

Section 2: Dues

The amount of the annual dues for individual and institutional members shall be established by the Board of Directors and based upon the needs of the organization. Dues are due by April 1.

Section 3: Disqualification

Any member delinquent in payment of dues for a period of six months shall have her/his membership terminated.

Section 4: Membership cycle

The membership year runs from April 1 to March 31.

Article II -- Organization

Section 1: Registered Agent

The board shall appoint a registered agent for the purposes of maintaining tax-exempt and nonprofit status.

Section 2: Standing Committees

The Nominations and Elections Committee shall be a standing committee of MI-AMTE. It shall consist of at least 3 regular members serving staggered three-year terms. The committee shall solicit candidates for the Board of Directors and conduct elections.

The Finance Committee shall be a standing committee of MI-AMTE. It shall consist of at least 3 regular members serving staggered three-year terms. The committee shall ensure that all revenues and expenditures of the organization are in conformity with the Constitution, Bylaws, and policies of MI-AMTE.

Other standing committees shall be appointed by the Board of Directors as needed.

Section 3: Special Committees and Task Forces

Special Committees and Task Forces of MI-AMTE and their chairpersons shall be appointed by the President with the approval of the Board of Directors on an as-needed basis.

Article III – Conferences and Meetings

Section 1: Conferences

The organization may hold conferences to promote collaboration among members and to focus on issues related to the preparation and professional development of mathematics teachers.

Section 2: Business Meetings

There shall be at least one Business Meeting annually, either during the time and at the place of a MI-AMTE conference or via technology. All members shall receive notice of the Annual Business Meeting at least 30 days in advance.

Section 3: Board of Directors Meetings

The Board of Directors shall meet at least quarterly, with additional meetings called by the President or by a majority of the Board members as necessary. These meetings shall take place either in person or via technology.

Section 4: Special Meetings

Special Meetings of the Association shall be announced to the membership at least 30 days in advance and may take place either in person or via technology. A special meeting may be called by the President at the direction of the Board of Directors or by a petition of 20% of the members.

Article IV -- Elections

Section 1: Nominations and Election Committee

The Nominations and Election Committee shall solicit the names of members to serve as candidates for members of the Board of Directors, shall prepare a slate of nominees for positions on the Board of Directors, shall distribute and collect the ballots to all regular members, and shall be responsible for validating the results of elections.

Section 2: Nominations

Any regular member in good standing may be nominated to serve as a member of the Board of Directors. Any member may nominate her/himself by notifying the Chairperson of the Nominations and Election Committee. A regular member in good standing may be suggested for nomination by another member of MI-AMTE. All such suggestions for nomination shall be received by the Chairperson of the Nominations and Election Committee no later than 60 days prior to the election.

Section 3: Elections

Each member will receive a ballot (paper or electronic) at least 30 days prior to the Business Meeting. The ballot will contain at least a brief biography of each candidate. The election results shall be validated by the Nominations and Election Committee and announced at the Business Meeting.

Article V -- Amendments to the Bylaws

The Bylaws may be amended by the following procedure.

A. Any member(s) may propose amendments bearing the signatures of a minimum of 5% of the regular members.

B. Proposed amendments shall be submitted to the Board of Directors via the Secretary 60 days prior to the annual Business Meeting.

C. The Board of Directors shall present for discussion at a Business Meeting all proposed amendments to the Bylaws. Proposed amendments receiving a majority vote of the regular members present at a Business Meeting shall be submitted to the membership for ratification by ballot within 60 days after the Business Meeting and shall take effect when

approved by 60% of those regular members in good standing who vote.

=====

This Constitution and Bylaws were amended and approved by the MI-AMTE membership, May 2018.