



# GCTM Constitution

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## **Article I: OBJECTIVES**

The objectives of the Georgia Council of Teachers of Mathematics are to encourage an active interest in mathematics and to act as an advocate for the improvement of mathematics education at all levels.

## **Article II: NAME, AFFILIATION, AND GOVERNANCE**

### **Section 1. Name and Affiliation**

The organization shall be known as the Georgia Council of Teachers of Mathematics (hereafter called "GCTM"). The organization shall be affiliated with the National Council of Teachers of Mathematics (NCTM) and other appropriate organizations.

### **Section 2. Governance**

The governance of GCTM shall be through the policies as established and published by the Executive Committee.

### **Section 3. Annual Business Meeting**

The annual business meeting of the Council shall be held during the Georgia Mathematics Conference. Five percent of the current GCTM membership shall constitute a quorum for the business meeting.

## **Article III: MEMBERSHIP AND DUES**

### **Section 1. Eligibility for Membership**

Any person interested in the improvement of mathematics education and in the objectives of the organization shall be eligible for membership. Eligibility for membership will be considered without regard to race, creed, gender, national origin, or disability.

### **Section 2. Regions**

Regions established for the purpose of providing services to the members shall organize the membership. The number of regions and their boundaries shall be established and/or amended by the Executive Committee. The Executive Committee shall review boundaries and number of regions for effective servicing of the membership at least every four years.

### **Section 3. Member's Dues**

The Executive Committee shall determine membership categories and dues. The membership year shall be for twelve months from the date of payment of dues.

## **Article IV: GCTM PERSONNEL**

### **Section 1. Officers**

There shall be a President, a President-elect or an Immediate Past President, at least two Vice Presidents, a Secretary, a Treasurer, a Publications Editor, an Executive Director, an NCTM Representative, an Information Technology Director, a Membership Director, and Regional GCTM Representatives. All officers shall be members of GCTM. The President, at least two Vice Presidents, and Secretary are elected offices.

### **Section 2. Term of Office**

The **President** shall serve four years: the first year as President-elect, the next two years as President, and the last year as Past President. A President-elect is elected each odd-numbered year.

At least two **Vice Presidents** will be elected in odd-numbered years and shall serve two-year terms.

The **Secretary** shall serve a two-year term. A Secretary is elected each odd-numbered year.

The **Treasurer** shall serve a four-year term. A Treasurer is appointed each year of the form  $4k$ .

The **Publications Editor** shall serve a two-year term. If the Publications Editor is not going to be reappointed, then a Publications Editor intern is appointed for the last year of the editor's term and then serves for the next two years as the Publications Editor.

The **Information Technology Director** shall serve a two-year term. An Information Technology Director is appointed each even-numbered year.

The **Executive Director** shall serve a four-year term. An Executive Director is appointed each year of the form  $4k+2$ .

The **NCTM Representative** shall serve a four-year term. A Representative is appointed each year of the form  $4k$ .

The **Regional Representatives** shall each serve a two-year term. The Regional Representatives are appointed.

The **Membership Director** shall serve a four-year term. A Membership Director is appointed each year of the form  $4k+2$ .

## **Article V: DUTIES OF OFFICERS**

### **Section 1. President**

The President shall be chair of the Executive Committee, shall preside at meetings of GCTM, shall form ad hoc committees, and shall insure that all policies of GCTM are carried out. The President shall perform all other duties as specified in the Policies of the Council and as assigned by the Executive Committee.

## **Section 2. President-Elect**

The President-elect shall perform all duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

## **Section 3. Past President**

The Past President shall perform all duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

## **Section 4. Vice Presidents**

The Vice Presidents shall perform all duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

## **Section 5. Secretary**

The Secretary shall keep minutes, roster, and other records of GCTM and the Executive Committee, and shall handle correspondence as delegated by the President and President-elect. The Secretary shall perform all other duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

## **Section 6. Treasurer**

The Treasurer shall serve as chair of the Finance Committee, shall oversee the receipt of all GCTM monies, shall pay all bills as approved in the GCTM budget, and shall keep a financial record which shall be evaluated annually. The Treasurer shall perform all other duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

## **Section 7. Publications Editor**

The Publications Editor shall serve as chair of the Publications Committee. The Publications Editor shall perform all other duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

## **Section 8. Executive Director**

The Executive Director shall provide continuity and guidance for GCTM and maintain the archives of GCTM. The Executive Director shall perform all duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

## **Section 9. Membership Director**

The Membership Director shall serve as Chair of the Membership Committee and maintain current membership records. The Membership Director shall perform all duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

## **Section 10. Information Technology Director**

The Information Technology Director shall maintain the electronic interface for GCTM. The Information Technology Director shall perform all duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

### **Section 11. NCTM Representative**

The NCTM representative shall perform all duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

### **Section 12. Regional Representatives**

The Regional Representatives shall perform all duties as specified in the Policies of GCTM and as assigned by the Executive Committee.

### **Section 13. Removal from Office**

An officer may be removed from his or her elected or appointed office for cause by a 2/3 vote of the Executive Committee.

## **Article VI: ELECTION OF OFFICERS**

The Nominations and Elections Committee shall be appointed as specified in the Policies of GCTM. The officers shall be elected by the membership according to procedures given in the Policies of GCTM. Any member of GCTM is eligible for elected office.

## **Article VII: COMMITTEES**

### **Section 1. Executive Committee**

The Executive Committee shall consist of the officers of the Council, the Chair of the Georgia Mathematics Conference Board of Directors, and the non-voting affiliate representatives. The Executive Director shall serve as a non-voting member of the Executive Committee. A quorum consists of the President or his/her designee and at least 50% of the voting members.

### **Section 2. Responsibilities of the Executive Committee**

The Executive Committee shall act as the governing board of the organization. It shall have the authority to transact business in the name of GCTM, to initiate and to determine policies, and to aid the officers in carrying out their responsibilities. It shall fill vacancies in elected offices which arise between elections.

### **Section 3. Executive Committee Meetings**

The Executive Committee shall have at least three regular meetings annually. The Executive Committee members shall be notified at least ten (10) working days prior to the regular meeting. Called meetings will be initiated as required. In the absence of a quorum, or for urgent matters, a subcommittee consisting of the President, President-elect or Past President, one Vice President, and the Executive Director may act for the Executive Committee.

### **Section 4. Standing Committees**

The Executive Committee shall establish other standing committees of GCTM. The duties, responsibilities, and length of term of each committee shall be established by the Executive Committee and shall be included in the Policies of GCTM.



## **Article VIII: GEORGIA MATHEMATICS CONFERENCE**

GCTM shall sponsor the annual Georgia Mathematics Conference. The Executive Committee shall appoint a Conference Board and its Chair to organize and conduct the annual Conference. The makeup of the Board and the duties of its members shall be included in policies established by the Executive Committee.

## **Article IX: PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order shall govern GCTM as applicable except that committee meetings may be conducted by telephone or other electronic means at the discretion of the committee chair.

## **Article X: AFFILIATE GROUPS**

GCTM encourages organizations of similar interests, purposes and objectives to become affiliate groups. The requirements, process, and procedures for affiliation shall be established by the Executive Committee and included in the Policies of GCTM.

## **Article XI: AMENDMENTS**

Any member of GCTM may propose changes in this constitution by sending the proposed changes to the President as least ninety (90) days prior to the annual business meeting. The Executive Committee must approve proposed changes prior to publication and vote. The proposed changes shall be published at least 30 days preceding the business meeting and must be approved by two-thirds of the members present at the annual business meeting.

## **Article XII: DISSOLUTION**

If, at any time, GCTM shall cease to carry out the purposes as herein stated, all assets and property held by it, whether in trust or otherwise, shall, after the payment of its liabilities, be paid over to an organization which has similar purposes and has established its tax-exempt status under Section 501 C (3) of the Internal Revenue Code as now enacted or as it may hereafter be amended, and such assets and property shall be applied exclusively for such charitable, scientific, and educational program.

