Mu Alpha Theta

National Honor Society of the Two-Year College

Chapter Bylaws

State College of Florida
Manatee-Sarasota

Sigma Xi Chapter of Mu Alpha Theta
Bylaws

Of

Sigma Xi Chapter of Mu Alpha Theta

CHAPTER 1. Name of Chapter

The name of this chapter of Mu Alpha Theta shall be Sigma Xi Chapter of Mu Alpha Theta. Also to be known as MAT.

CHAPTER 2. Purpose

The purpose of Sigma Xi Chapter of Mu Alpha Theta at State College of Florida-Manatee-Sarasota shall be the promotion of scholarship in, and enjoyment and understanding of mathematics among qualified students of the college.

CHAPTER 3. Membership

Section 1. Members are classified as full or associate members.

A. Full members are State College of Florida-Manatee-Sarasota students. Two-year college students who were members of Mu Alpha Theta in high school are eligible for membership in the Sigma Xi Chapter of Mu Alpha Theta. Students are also eligible if they have had at least one mathematics course at or above the College Algebra/Precalculus level, MAC 1105, MAC 1140 or higher, a 3.0 GPA overall in all two-year college mathematics courses at or above the College Algebra/Precalculus level, and a 3.25 cumulative GPA in all courses. In addition, each candidate for membership must have completed 12 semester hours of associate degree course work, with a Grade Point Average of 3.25 on a 4.0 scale, and adhere to the school conduct code and possess recognized qualities of citizenship. Grades for courses completed at other institutions will be considered when determining membership eligibility. A cumulative Grade Point Average of 3.25 must be maintained to remain in good standing.

B. Associate members are high school students in grades 9 through 12, at the school where their permanent record resides, who have completed two semesters of algebra or their equivalent with distinction and who have completed, or are enrolled in, a semester of geometry or second-year algebra. Associate members do not pay the initiation fee. They are entitled to attend and be heard at meetings of the chapter, but are not entitled to vote on questions of national policy. Associate members planning to attend the National Convention, must be registered with the national office.

C. Members shall demonstrate ability to work with others and to conduct independent research, and shall possess qualities of industry, initiative, and reliability. No student will be denied membership on account of race, religion, color, creed, ethnicity, national origin, gender, sexual preference and/or physical disability.
D. Selection of members shall be made by the Admissions Committee composed of the sponsor and the officers of the chapter.

CHAPTER 4. Chapter Advisor

In addition to carrying out the duties as stated in the Mu Alpha Theta Bylaws, the chapter advisor shall be responsible for overseeing the completion and submission of member names and fees as well as the Chapter Annual Report to Headquarters. The advisor shall be officially appointed by the college administration and shall be a non-voting member of the chapter.

CHAPTER 5. Officers

Section 1. All officers must be members of Mu Alpha Theta, in good standing, have a Grade Point Average of 3.25 and must be currently enrolled at MCC.

Section 2. The Sigma Xi Chapter of Mu Alpha Theta shall have the following officers: President, Executive Vice President, Vice President for Social Activities, Vice President for Scientific Activities, Secretary, and Treasurer.

Section 3. The duties of the President shall be as follows:
   a. Presides over the Executive Board and all business meetings
   b. Votes only in case of a tie
   c. Serves as an ex-officio member on all committees
   d. Represents the organization at all times

Section 4. The duties of the Executive Vice President shall be as follows:
   a. Assists the President
   b. Represents the organization
   c. Assumes the responsibilities of the President in his/her absence
   d. Becomes acting President in the event the President is unable to fulfill his/her term until a new President is elected

Section 5. The duties of the Vice President for Social Activities shall be as follows:
   a. Assists the President
   b. Represents the organization
   c. Organize and publicize meetings/talks
   d. Maintain a file on those activities

Section 6. The duties of the Vice President for Scientific Activities shall be as follows:
   a. Assists the President
   b. Represents the organization
   c. Organize and publicize Math Olympics
   d. Recruits potential members for the team
   e. Maintain a file on those activities
Section 7. The duties of the Secretary shall be as follows:
   a. An assistant will be appointed by the President or voted on by the membership to take minutes and read minutes at meetings in the absence of the Secretary
   b. Take minutes of the meetings and read minutes of the prior meetings
   c. Maintain records of the meetings
   d. Maintain a file of chapter correspondence
   e. Work with the advisor to prepare the Annual Report to be sent to Headquarters each spring

Section 8. The duties of the Treasurer shall be as follows:
   a. Maintain a ledger for the chapter
   b. Receive all money and deposit it in the appropriate account
   c. Request expenditures through the advisor and the college system for approved activities
   d. Keep a set of books which shall be audited by the chapter advisor and notarized before the office is relinquished
   e. Provide a report of finances at each business meeting

Section 9. The duties of the VP for Public Relations shall be as follows:
   a. Assists the President
   b. Represents the organization
   c. Works with VP for Social Activities and VP for Scientific Activities
   d. Publicizes the club activities

Section 10. The duties of the VP for Fund Raising Activities shall be as follows:
   a. Assists the President
   b. Represents the organization
   c. Works with VP for Social Activities and VP for Scientific Activities
   d. Publicizes and organizes the fund raising activities

CHAPTER 6. Election of officers

Section 1. All candidates for office must be members of Sigma Xi Chapter of Mu Alpha Theta, in good standing.

Section 2. Elections are held in the first month of fall semester of each year.

Section 3. Officers shall take office at the beginning of the fall semester following the election unless the office is vacant. If the office is vacant, duties begin immediately.

Section 4. Nominations from the floor can be made at the same meeting as the election.

Section 5. A simple majority vote of the members present shall elect any officer.

Section 6. If an officer fails to uphold the duties of his/her office, the advisor may ask that officer to resign from the position.

Section 7. When an officer must resign an office, an election shall be held to fill the vacancy. Nominations shall be made from the floor and will be made at a
regularly scheduled meeting. Notice to all members of the election will be included in the notice for that meeting so that any member can attend and be nominated.

CHAPTER 7. Meetings

Section 1. The chapter shall meet regularly at a specified time that is agreeable to both the Admissions Committee and the school administration. The advisor shall be notified of the regularly scheduled times so members can be advised of the times. Notice to all members will be made of all meetings, and include any important agenda topics.

Section 2. Meetings are open to all interested persons.

Section 3. At regular meetings, the program shall consist of a mathematical presentation (e.g., talk, film, etc.), mathematical enrichment and recreational topics, as well as conducting any necessary chapter business.

Section 4. In all matters of conduct not specifically addressed in this constitution, the chapter shall be guided by Robert's Rules of Order.

Order of Business
a. Call to order
b. Roll call
c. Reading of the minutes
d. Treasurer’s report
e. Committee reports
f. Old business
g. New business
h. Announcements
i. Adjournment

CHAPTER 8. Finances

Section 1. Finances for this chapter will be raised by projects voted on by the membership.

Section 2. Payment of the National Membership fee must be received by the chapter treasurer before members can be member unless they have been waived pursuant to a hardship letter.

Section 3. All members must pay the local fee prior to membership.

Section 4. All members must pay the regional fee prior to membership.

Section 5. Financial records of the chapter shall be overseen by the advisor.
Sigma Xi Chapter of Mu Alpha Theta is committed to the elimination of discrimination based on gender, race, class, economic status, ethnic background, sexual orientation, age, physical ability, and cultural and religious backgrounds.