

CONSTITUTION

Hoosier Association of Mathematics Teacher Educators

Article I – Name

The name of this non-profit association shall be Hoosier Association of Mathematics Teacher Educators, hereinafter referred to as HAMTE.

Article II – Affiliations

HAMTE is the State of Indiana affiliate of AMTE, the Association of Mathematics Teacher Educators. HAMTE may affiliate with other organizations, subject to the approval of a majority of those HAMTE members voting. Voting shall be by either electronic or paper ballot. The ballot shall be accompanied by statements supporting affiliation and non-affiliation.

Article III - Purposes and Goals

HAMTE's mission is to promote the improvement of mathematics teacher education in all its aspects. HAMTE members are persons working in institutions of higher education, whether in education, mathematics, or other related departments, as well as in pre-K through 12 and other settings.

The Goals of HAMTE are to:

1. promote ongoing professional growth of mathematics teacher educators;
2. promote communication and collaboration among those involved in mathematics teacher education;
3. promote effective mathematics teacher education programs and practices;
4. promote recognition of the ever-increasing impact of technology on mathematics teacher education;
5. promote research and other scholarly endeavors related to mathematics teacher education;
6. advocate for effective policies and practices related to mathematics teacher education at all levels both within and beyond the State of Indiana; and
7. advocate for equitable practices, including efforts to support and increase the diversity of mathematics teachers and mathematics teacher educators.

Article IV – Membership

Section 1: Types of Membership

- A. Regular Membership shall be open to all individuals who are interested in the goals of HAMTE as stated in Article III. A person shall become a Regular Member in good standing upon receipt of a completed application and designated dues.
- B. Institutional Membership shall be open to all organizations that are interested in

the goals of HAMTE as stated in Article III. An organization shall become an institutional member in good standing upon receipt of a completed application and designated dues.

- C. Student Membership shall be open to all individuals who are interested in the goals of HAMTE as stated in Article III, who have not received a doctorate, and are currently enrolled in a college or university.
- D. Emeritus Membership shall be open to all retired educators who are interested in the goals of HAMTE as stated in Article III.

Section 2: Privileges of Members

- A. Regular, Student, and Emeritus 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.
- B. 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. A member may resign by submitting a letter of resignation to any or all of the members of the Board of Directors. Such resignation shall be effective upon receipt or upon a date specified in the letter of resignation.
- B. Membership shall be terminated upon the non-payment of dues. The Board will determine a grace period, not to exceed three months, wherein a member can renew his/her membership without loss of membership privileges.

Article V - Elected Officers and Duties

Section 1: Officers

The elected officers of HAMTE shall consist of President, Secretary, Treasurer, President-Elect or Immediate Past President (only one will be serving at any given time – see Article V, Section 8), and Newsletter Editor.

Section 2: Duties of President

The President shall ensure that the affairs of HAMTE are conducted in accordance with this Constitution, Bylaws, and policies of HAMTE; shall be the presiding officer at the annual business meeting, Board of Directors meetings and any special meetings; shall call special meetings as provided for in Section VII-2 of this Constitution; shall coordinate the activities of standing committees; and shall provide leadership for the attainment of the goals of HAMTE.

Section 3: Duties of 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 during his/her term of office 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 to the President during the year following the Immediate Past President's term of office as President of HAMTE. 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: Secretary

The Secretary shall record and maintain a file of the minutes of official meetings of the Association and its Board of Directors and shall be responsible for the correspondence of the Association, including maintaining an updated membership list.

Section 6: Treasurer

The Treasurer shall ensure that all revenues and expenditures of HAMTE conform with the Constitution, Bylaws, and policies of the HAMTE; shall be responsible for maintaining records of all monies received and paid in the name of the Association; shall maintain the Association's non-profit status; shall transact the financial affairs of the Association upon recommendation of the Board of Directors; and shall prepare financial reports to be presented at the meetings of the Board of Directors and prepare an annual report to be presented at HAMTE's annual business meeting.

Section 7: Newsletter Editor

The Newsletter Editor shall publish and distribute a regular newsletter to the HAMTE membership. The purpose of the newsletter will be to promote the goals of HAMTE. The Board of Directors will make decisions about the frequency of the newsletter.

Section 8: Term of Office

The terms of office for the Board of Directors shall be three years for the Secretary, Treasurer, and Newsletter Editor; one year for the President-Elect and Immediate Past President; and two years for the 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 HAMTE shall assume office at the end of the annual meeting at which their election is announced and may serve only one consecutive term in a specific office.

Section 9: Vacancies

When a vacancy on the Board of Directors occurs, the remaining Board of Directors shall designate an individual to fill the position for the remainder of the term of office for all Board members other than the President.

Article VI – Organization

Section 1: Board of Directors

The Board of Directors shall consist of the President, Secretary, Treasurer,

President-Elect or Immediate Past President, and Newsletter Editor, and shall be the policy-making body of HAMTE.

Section 2: Standing Committees

There shall be standing committees of HAMTE as provided in the Bylaws of the Association. All such committees should have aims consistent with HAMTE goals and purposes. The President of HAMTE with the approval of the Board of Directors shall appoint standing committee members and chairpersons.

The Nominations and Election Committee shall be a two-member standing committee of the Association. One member will be appointed each year for a two-year term.

Section 3: Representatives to Affiliated Organizations

The Board of Directors shall appoint a member in good standing to be the representative to the Organizations to which HAMTE is affiliated. The representative must also be a member of the affiliated organization. The term of the representative shall be two years and may be renewed.

Article VII – Meetings

Section 1: Annual Business Meeting

HAMTE shall hold an Annual Business Meeting as specified in the Bylaws of the Association. This meeting will be open to all members.

Section 2: Special Meetings

Special Meetings of the Association shall be called by the President at the direction of the Board of Directors or upon petition of 20% of the membership.

Section 3: Board of Directors

The Board of Directors shall meet at least annually, with additional meetings called by the President as necessary.

Section 4: Parliamentary Procedure

Roberts' Rules of Order Newly Revised shall prevail at all Association meetings, except as provided for in the Bylaws.

Section 5: Quorum

Quorum for the Annual Business Meeting and/or Special Meetings of the Association shall be the members present (either in person or via technology). The members shall be notified of the time and place of a meeting at least 30 days prior to the annual meeting or any special meeting. 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 and Election Committee

The President shall appoint and the Board of Directors shall approve a Nominations and Election Committee as specified in Article VI.

Section 2: Elections

Members of the Board of Directors shall be elected by ballot of the membership prior to the Annual Business Meeting.

The President-Elect shall begin his/her term of office in even-numbered years.

The Secretary, Treasurer, and Newsletter Editor shall be elected every three years. Terms shall be staggered so one of the three offices is filled each year.

The members of the Board of Directors will assume office at the end of the Annual Business Meeting at which their election is announced.

Article IX – Referendum

All formal actions taken by the Board of Directors shall be subject to a referendum 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 the voting 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 membership within 30 days of the reconsideration. If a majority of the regular members of HAMTE 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.

- A. Any member(s) may propose amendments.
- B. Proposed amendments shall be submitted to the Board of Directors two months prior to the Annual Business Meeting. A proposed amendment endorsed by 20% of the Regular, Student, and Emeritus Members present at the Annual Business Meeting shall be considered at the meeting.

- C. The Board of Directors shall present for discussion all proposed Constitutional amendments at the Annual Business Meeting. Proposed Constitutional amendments receiving a majority vote of the Regular, Student, and Emeritus Members present at the Annual Meeting shall be submitted to the membership for ratification by ballot (traditional mail or electronic) within 60 days of the Annual Business Meeting and shall take effect when approved by a two-thirds majority of those Regular, Student, and Emeritus Members in good standing who vote.

Article XI - Ratification of the Constitution

This Constitution is ratified when it is approved by 60% of the Regular, Student, and Emeritus Members in good standing who vote.

Article XII - Dissolution of HAMTE

This Association may be dissolved only at an Annual Business Meeting. Notification of the intention to dissolve the Association shall be sent to all members in good standing prior to the meeting. The resolution for dissolution shall be discussed at the Annual Business Meeting. If the resolution to dissolve the Association is approved by more than 50% of the Regular, Student, and Emeritus Members in good standing who vote at the Annual Business Meeting, then HAMTE shall be dissolved.

Upon any such dissolution of the Association, all its property remaining after satisfaction of all its obligations shall be distributed to one or more nonprofit funds, foundations, or corporations which is organized and operated exclusively for educational purposes and has established its 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 HAMTE is decided.

Article XIII - Internal Revenue Code

This association qualifies for 501(c) (3) status under the Internal Revenue Code. As such, this association 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, the association shall not undertake any 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

Hoosier Association of Mathematics Teacher Educators

Article I – Membership

Section 1: Application for Membership

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

Section 2: Dues

The amount of the annual dues for regular HAMTE members shall be established by the Board of Directors subject to approval by a simple majority of those Regular, Student, and Emeritus Members in good standing voting at the Annual Business Meeting. Dues for Student and Emeritus members shall be 50% of regular member dues. Dues for Institutional Membership for not-for-profit organizations shall be 250% of regular member dues. Dues for Institutional Membership for for-profit organizations shall be 500% of regular member dues. Reduced dues may be provided for special cases to be determined on an individual basis by the Board of Directors. The fiscal year for the Association shall be from July 1 through June 30.

Section 3: Disqualification

Any member delinquent in payment of dues for a period determined by the Board shall have her/his HAMTE membership terminated.

Article II – Organization

Section 1: Standing Committees

Standing committees of HAMTE and their chairpersons shall be appointed by the Board of Directors.

Section 2: Special Committees and Task Forces

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

Section 3: HAMTE Headquarters

The HAMTE headquarters, mailing address, and bank shall be determined by the Board of Directors.

Section 4: HAMTE Meeting Planning

The Board of Directors shall organize the Annual Business Meeting and any additional HAMTE meetings on an as-needed basis.

Section 5: Board of Directors

The elected officers (President, President-Elect or Immediate Past President, Secretary, Treasurer, and Newsletter Editor) serve as voting members of the Board.

Article III – Meetings

Section 1: Annual Business Meeting

There shall be one Annual Business Meeting. All members shall receive notice of the Annual Business Meeting at least 30 days in advance.

Section 2: Special Meetings

Special Meetings of HAMTE shall be announced to the membership at least 30 days in advance. 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 in good standing to serve as candidates for members of the Board of Directors, and shall prepare a slate of nominees for positions on the Board of Directors.

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, Student, or Emeritus member in good standing may be suggested for nomination by another member of HAMTE. All such suggestions for nomination shall be received by the Chairperson of the Nominations and Election Committee 60 days prior to the annual meeting.

Section 3: Elections

A ballot shall be mailed to each member annually, at least 30 days prior to the Annual Business Meeting. Ballots may be either electronic or paper. The ballot will contain at least a brief biography of each candidate. The election results shall be announced at the Annual Business Meeting.

Article V - Amendments to the Bylaws

The Bylaws may be amended by the following procedure:

Any member(s) may propose amendments. Proposed amendments shall be submitted to the Board of Directors by 60 days prior to the Annual Business Meeting. 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 members present at a Business Meeting shall be submitted to the membership for ratification by ballot (traditional mail or electronic) within 60 days of the Business Meeting and shall take effect when approved by a majority of those Members in good standing who vote.