

Council for Math Majors Bylaws

Section I: Name. These bylaws establish the Council for Math Majors at the Massachusetts Institute of Technology, hereafter known as CoMM or “the organization.” If the members of CoMM move to update this name in order to better match the goals of the organization, this must be done through the voting process described in Article VI.

Section II: Purpose. This organization aims to amplify undergraduate issues and concerns and to come up with solutions to identified problems to improve the accessibility, community, and experience for undergraduates in Course 18.

Section III.a Membership Definitions.

Member-at-large: selected from the undergraduate math department by way of application, interview, and selection process. An application form with short-answer questions should be approved by CoMM organizers and sent out to the entire undergraduate math community.

Section III.b: Membership.

Excepting CoMM executive leadership, whose selection process will be detailed in Section IV, we will here present membership criteria and the selection process for delegated members and members-at-large, the two of which together constitute the general members of CoMM.

Member Eligibility. All members of CoMM must be undergraduate students enrolled at the Massachusetts Institute of Technology during the time of their application.

Member at-large selection. The member at-large selection procedure is subject to the description of the organizers.

Terms Limits. All CoMM positions last for 1 calendar year.

Renewing Terms. No CoMM member is guaranteed to retain their seat for more than one term. However, they may reapply as many times as they like, so long as they are eligible during the time of their application. Existing CoMM members are subject to a separate, reapplication process as determined by the Organizers of CoMM.

Section IV: Internal Structure and Leadership.

CoMM shall be broken up into a number of subcouncils as determined by the organizers. Each subcouncil shall have at least one subcouncil lead.

Organizer(s): Oversee all CoMM operations, including overall direction of CoMM, scheduling meetings, appointing the future organizer, appointing subcomm leads, leading meetings, and

making sure relationships with faculty continue. The organizers are responsible for shaping the direction and space for CoMM in the math department.

Subcouncil Lead: Oversee operations within a particular subcouncil. A subcouncil lead is responsible for making sure that projects within a particular council are being worked on week to week and that the subcouncil is moving in a productive direction.

General Member: Responsible for joining at least one subcouncil and actively participating in projects.

Treasurer: Plans and oversees the CoMM budget to allocate to different subcouncils or social events. Handles reimbursements through the math department.

CoMMunicator: Takes minutes at all CoMM meetings. Ensures that any actionables are recorded under [things CoMM has done](#).

Publicity: Manages any social media. Makes and prints posters for any events.

Webmaster: Manages the CoMM website. Update the website with current members, current projects, and upcoming events.

Selection of Internal Leadership. At any given point, there must be at least one Organizer and at most two Organizers of CoMM. **The organizer(s) of the previous term chose the successor(s).** The newly appointed organizer(s) then appoint new subcouncil leads from amongst the General Members at their own discretion. The organizers will also choose the treasurer, CoMMunicator, publicity, and webmaster

Length of term. Sub-council leads, treasurer, CoMMunicator, publicity, and webmaster are all semester long appointments.

Section V: Meetings.

The schedule and content of meetings will be determined at the Organizers and/or subcouncil leads' discretion .

Section VI: Conduct.

All CoMMs are expected to act respectfully and equitably at all times when they are representing CoMM. In particular,

1. CoMM members shall treat all members of the MIT community with dignity and respect, regardless of factors including but not limited to: race, age, gender and sexual identity, nationality, graduation year, and religion.

2. CoMM members shall not disclose information determined to be classified or private information about CoMM, neither during their terms on CoMM nor thereafter.
3. CoMM members shall not seek to damage CoMM relationships with outside institutions including but not limited to: Math Department faculty, School of Science Administration, other student organizations, and the undergraduate math population.
4. CoMM members must adhere to the time and work commitment as determined by CoMM leadership.

Section VII: Member Removal.

Grounds for Removal. Any member of CoMM who acts out of accordings with Section VI consistently and knowingly may be removed. Any member of CoMM may start a removal process against any other member. The member who initiated the removal will not suffer any consequences or differential treatment regardless of the outcome of the removal proceedings.

Removal Proceedings. To start a removal, a member of CoMM may bring up a motion to remove at an all-CoMM meeting. The member initiating removal must explain which member they believe has committed removable offenses and describe the places in these bylaws which were broken. The Organizer(s) of CoMM will oversee removal proceedings, unless they are being removed, in which case the subcouncil lead with the longest total tenure on CoMM will oversee the removal. In the event that there are two Organizers and one of them is being investigated, the subcouncil lead with the longest total tenure on CoMM will oversee the removal and will still oversee the removal proceedings. If there are two subcouncil leads with the longest total tenure on CoMM, the member with the older class year will oversee removal. In case of a similar class year, the older member by calendar year will oversee removal proceedings.

The meeting to discuss the removal of the member will be held at the next CoMM general meeting. At the meeting, the member must (again) present a case for why they believe that the offending CoMM is worthy of removal. The accused CoMM member will be given time to discuss why they feel they should not be removed directly following the accusation. Within 14 days following the original accusation, all of CoMM must convene to vote on the removal. At this meeting, all members of CoMM will be given the opportunity to either give arguments for or against removal. Following the meeting, all CoMMs are required to vote on removal, under the 3 options of *Remove*, *Do not remove*, and *Abstain*.

The accused CoMM member will be removed if *Remove* received a supermajority (that is, two-thirds or greater of the vote). Note: *Do not remove* and *Abstain* are not different in their effect on the result of the vote; a vote not received from a member will be recorded as *Abstain*.

Post removal. Once a CoMM has been removed, they will be relieved of their duties on CoMM, and will not be allowed to rejoin CoMM for a one year period. As long as the removed CoMM is a student, they are welcome at public CoMM events.

Section VIII: Amendments.

Amendment Proposal. All members of the general body may propose amendments to these bylaws.

Procedures. Any proposed amendment to the constitution should be presented at a general body meeting. Discussion of the proposed amendment can only commence if the meeting meets quorum (at least sixty percent of members in attendance).

Voting. All voting (besides that for removal) will be conducted via a secure online voting platform or paper ballots counted by an organizer and one general member who didn't propose the amendment. The ballot will be released no less than 1 hour following a meeting which reaches quorum and includes a discussion of the amendment. Should a ballot feature more than two options, the vote will be done by a two-round vote, where in the first round members cast multiple votes indicating all of the options they approve of. The two options with the highest overall approval will proceed to a runoff vote. Members will have a 24-hour period from the time the ballot is released to cast their vote. Votes will be tallied by CoMM executives. The proposed amendment will pass if there is at least a two-thirds majority among received ballots and a one-half majority among CoMM members.

Section IX: Budget

Creating the budget

The semester budget must be determined by the treasurer by the 6th week of classes. The only exception is money taken out of the budget for recruitment or other early semester activities. Limited to \$350.

The official budget should be approved by the organizers and presented at an all CoMM meeting for feedback and approval

Any future changes to the budget over \$100 must be re-presented to CoMM for feedback and approval.

Voting on the budget

Budget votes should have quorum present but only need a simple majority to pass.