

## **CONSTITUTION OF THE JOINT MATHEMATICAL COUNCIL OF THE UNITED KINGDOM**

### **1. NAME**

The Council shall be called the 'Joint Mathematical Council of the United Kingdom'.

### **2. OBJECTS OF THE COUNCIL**

The objects of the Council shall be to promote communication between the Participating Societies and to *promote mathematics and the improvement of the teaching of mathematics at all levels.*

### **3. PARTICIPATING SOCIETIES**

The Council shall have power to admit as Participating Societies those bodies for whom the advancement of mathematics or the improvement of the teaching of mathematics is of particular concern.

### **4. MEMBERSHIP**

4.1 The Council shall consist of the representatives of the Participating Societies, the co-opted members and the officers. Each Participating Society shall be invited to appoint one representative to Council.

4.2 The Council shall have power to co-opt individual members to a number not exceeding one half of the total number of Participating Societies of the Council.

4.3 The Council shall have power to admit a society as an Observing Society. Such a society may send an observer to meetings of the Council but shall have no voting rights.

4.4 Each representative shall hold office for one calendar year but shall be eligible for re-appointment by the appropriate Participating Society.

4.5 A co-opted member shall hold office until the end of the next Annual General Meeting. A co-opted member shall not normally be eligible for co-option during a fifth consecutive year. A co-opted member shall have no voting rights.

4.6 Each participating Society shall notify the Council by the time of the Annual General Meeting the name of their representative for the following year.

### **5. SUBSCRIPTIONS**

5.1 Each participating or observing society shall pay an annual subscription to cover administrative costs and other working expenses.

5.2 Council shall agree the rates of subscriptions annually at the AGM.

### **6. EXECUTIVE COMMITTEE AND OFFICERS**

6.1 There shall be an Executive Committee consisting of the Officers and two other members of Council who shall be representatives of Participating Societies and who shall be elected at the Annual General Meeting. In addition, the Executive Committee may co-opt up to two further members who shall be representatives of Participating Societies. Co-opted members shall serve until the end of the next Annual General Meeting.

6.2 The Officers shall comprise a Chair, an Honorary Secretary and an Honorary Treasurer. Officers will not count as co-opted members, and if a representative of a Society is elected as an officer, that Society should nominate a replacement.

6.3 The election for members of the Executive Committee will take place annually at the Annual General Meeting. The successful nominees will take office from the end of the Annual General Meeting and will hold office until the next such Meeting. In the event of a casual vacancy arising, including the case of an elected or co-opted member of the Executive Committee ceasing to be a representative of a

Participating Society, the Executive Committee will have the power of further co-option.

- 6.4 Formal nominations for election to the Executive Committee will be called for by no later than the end of August and must be received by no later than the second Friday in October. Existing elected members may be re-nominated.
- 6.5 Nominations for election to the Executive Committee must consist of confirmation that the nominee is willing to stand, a short CV (not more than one page of A4) and a short statement by the nominee of what he or she would bring to the post (also not more than one page of A4). A nomination must be made by a Participating Society and must be formal, in writing and from the appropriate Committee or authorised person representing the Participating Society. A Participating Society may not support more than two nominees. Nominees must be the expected representatives of Participating Societies for the ensuing year.
- 6.6 The Executive Secretary will have general responsibility for organisation of the election, including receipt of nominations and acting as Returning Officer. In the event of JMC not having the services of an Executive Secretary, the JMC Executive will make appropriate other arrangements in respect of the duties that have been assigned to the Executive Secretary.
- 6.7 The election will be by secret ballot. Each Participating Society will have two votes, to be cast by the representative present at the meeting (or, if no representative is able to attend, to be advised formally by email to the Executive Secretary at least one week in advance). It is for each Society to decide how its votes are determined. In addition, the current Chair, Secretary and Treasurer of the JMC will each have two votes. The two nominees with the greatest numbers of votes will win. In the event of a tie, the Chair will have up to two further and casting votes.
- 6.8 The term of office of the Chair shall not normally be more than three years.
- 6.9 The Secretary shall be responsible for issuing notices of meetings, keeping minutes of the proceedings of the Executive Committee and of the Council and preparing the Annual Report.
- 6.10 The Treasurer shall be responsible for the preparation and presentation of the annual accounts.
- 6.11 The Treasurer of one of the Participating Societies shall be asked to audit the accounts.
- 6.12 The Executive Committee shall be empowered to conduct business and be responsible to Council for its actions. *However, the Executive Committee shall be expected to consult on decisions and statements before taking action – using e-mail or other means as appropriate.*
- 6.13 The Chair shall be empowered to invite visitors to meetings of the Council.

## **7. ELECTION OF THE CHAIR**

- 7.1 In January of any year when the post of Chair is to become vacant, the secretary will write to each participating society asking for nominations, in addition to any nominations by the Executive Committee.
- 7.2 Nominations for the new Chair shall reach the Secretary by 30 April before the Annual General Meeting at the end of which the new Chair is to take office. In the case of the need for a ballot the Secretary will send voting papers out to all Participating Societies with instruction for them to be returned for counting on 1 October by two officers of the Executive. In addition, the current Chair, Secretary and Treasurer of the JMC will each have one vote, to be returned for counting on the same basis. The nominee with the greatest number of votes will win. In the event of a tie, the current Chair will have a second and casting vote. The Chair designate will be alerted to the result and invited to attend the Annual General Meeting.
- 7.3 In the event of the Chair becoming unavailable, the Executive Committee shall nominate one of its members to be the acting Chair.

## **8. ELECTION OF SECRETARY AND TREASURER**

- 8.1 The Secretary and Treasurer will be elected for 3-year terms. A regular 3-year cycle will be maintained consisting of election of the Chair in one year, followed by election of the Secretary in the next and then by election of the Treasurer.
- 8.2 The Secretary and Treasurer will be eligible to be re-elected for one further consecutive term but then be ineligible for one term.
- 8.3 The election will be carried out at a Council meeting held no later than the end of June. The names of all nominees will be circulated with the agenda for this meeting. The successful nominee will take office from the end of the subsequent Annual General Meeting.
- 8.4 A forthcoming election will be announced at the Council meeting previous to that mentioned in 8.3. Formal nominations will be called for by no later than the end of March and must be received by no later than the end of April. In the event of the meeting mentioned in 8.3 being held before the start of June, formal nominations will be called for no later than two months in advance of this meeting and must be received no later than one month in advance.
- 8.5 Nominations must consist of confirmation that the nominee is willing to stand, a short CV (not more than one page of A4) and a short statement by the nominee of what he or she would bring to the post (also not more than one page of A4). A nominee must have the support of two Participating Societies, so as to give indication of breadth of support for an Officer who is to serve the entire Council. This support must be formal, in writing and from the appropriate Committee or authorised person representing the Participating Society. A Participating Society may not support more than one nominee.
- 8.6 Any person is eligible for nomination. If a successful nominee is a representative of a Participating Society or an Observing Society, he or she must cease to be that representative.
- 8.7 The Executive Secretary will have general responsibility for organisation of the election, including receipt of nominations and acting as Returning Officer. In the event of JMC not having the services of an Executive Secretary, the JMC Executive will make appropriate other arrangements in respect of the duties that have been assigned to the Executive Secretary.
- 8.8 The election will be by secret ballot. Each Participating Society will have one vote, to be cast by the representative present at the meeting (or, if no representative is able to attend, to be advised formally by email to the Executive Secretary at least one week in advance). It is for each Society to decide how its vote is determined. In addition, the current Chair, Secretary and Treasurer of the JMC will each have one vote. The nominee with the greatest number of votes will win. In the event of a tie, the Chair will have a second and casting vote.
- 8.9 In the event of a vacancy occurring in either Office during a term, the Executive Committee will appoint a replacement for the remainder of the term. This will not count as an elected term of office.

## **9. MEETINGS**

- 9.1 A meeting of the Council shall be called at any time by decision of the Chair or by a resolution of a majority of the members of the Executive Committee, or by a request signed by two-thirds of the members of the Council and sent in writing to the Secretary.
- 9.2 The Council shall hold at least two meetings per year, one of which will be consecutive with the Annual General Meeting.
- 9.3 At least one third of the membership of the Council shall constitute a quorum at any meeting.
- 9.4 A Participating Society shall be entitled to send a deputy for a representative who may be unable to attend a particular meeting. Such deputies shall be regarded in all ways as representatives.
- 9.5 Not less than twenty-eight days' notice shall be given in writing of any meeting of the Council, and an

Agenda paper shall be sent by the Secretary to all members and observers to reach them not less than seven days before the date of the meeting.

## **10. ANNUAL GENERAL MEETING**

10.1 The Council shall hold an Annual General Meeting in November or December each year.

10.2 At the Annual General Meeting the Council shall:

- (a) receive a report on its activities during the previous calendar year;
- (b) approve the list of Participating Societies and Observing Societies;
- (c) approve a Revenue account for the year ending 30 September and a Balance Sheet showing the state of all funds under the control of the Council at the end of September last;
- (d) announce formally the result of the election of whichever of Chair, Secretary and Treasurer has taken place during the year just ended, the new office holder taking office from the end of the Annual General Meeting;
- (e) elect an Executive Committee to conduct the day-to-day business of the Council from the end of that meeting to the Annual General Meeting next following;
- (f) appoint or re-appoint co-opted members;
- (g) conduct any other business.

10.3 Copies of the Annual Report and Accounts received by the council shall, if adopted by them, be circulated to all Participating Societies and to all Observing Societies within two months of the Annual General Meeting in question.

## **11. ALTERATION OF THE CONSTITUTION**

The Council shall have power to change this Constitution provided that:

- (a) any motion of annulling, altering or adding to any section shall be considered at an Annual General Meeting or a meeting called specially for that purpose;
- (b) notice of such a motion shall be given, together with the notice convening the meeting, not less than one month before the date of the meeting;
- (c) the terms of the motion shall be given in full in that notice;
- (d) the motion shall be supported by two-thirds of the members present and voting at the meeting concerned.

## **12. REGULATIONS**

12.1 The Council shall have power to make Regulations as to matters not provided for in this Constitution and to vary such Regulations.

12.2 Any action taken under 12.1 above shall be reported at the next meeting of Council and in the next Annual Report (see 10.2 above).

*The current Regulations are copied below.*

December 1997 / June 1999 / May 2010 / November 2011 / February 2012 / November 2014