



## ICIAM Bylaws

(as at 11 May 2013)

### 1. PURPOSE

- 1.1 The organization shall be called ICIAM as an abbreviation of “International Council for Industrial and Applied Mathematics”. Until 1999, it was known as CICIAM as an abbreviation of “Committee for International Conferences on Industrial and Applied Mathematics”.
- 1.2 The purpose of the organization is
  - to promote industrial and applied mathematics internationally;
  - to promote interactions between the member societies;
  - to promote the goals of these societies; and
  - to coordinate planning for periodic international meetings on industrial and applied mathematics.

### 2. BOARD

#### 2.1 Members of the Board

The ICIAM Board consists of:

- 2.1.1 The representatives designated by the member societies. The normal term for such a representative is 4 consecutive calendar years and should be at least two years.
- 2.1.2 The President and all other current Officers, who may or may not be designated representatives.
- 2.1.3 The Scientific Program<sup>1</sup> Committee (SPC) Chair and the Director (see item 6.1.2 below) of the next International Congress on Industrial and Applied Mathematics are *ex-officio* members of the Board.

#### 2.2 Voting rights of Members of the Board

- 2.2.1 A **Voting Member** of the Board is a representative of a full member society or an associate member society which has the right to vote and which has paid its current dues to ICIAM.
- 2.2.2 The President, even if not a voting member, has a tie-breaking vote.
- 2.2.3 A Board member can carry the votes of at most one society.

#### 2.3 Board Meetings

The Board will meet at least annually to conduct its business.

### 3. MEMBERSHIP

- 3.1 Application for membership is open to any society which is dedicated primarily or significantly to applied and/or industrial mathematics, supports the purposes of ICIAM, and admits individual members without discrimination.
- 3.2 There will be three levels of full membership for societies primarily dedicated to applied and/or industrial mathematics:

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<sup>1</sup>or ‘Programme’.

- (a) **Small societies.**  
Such societies must have at least 10 members<sup>2</sup>.  
Small societies may send one representative to Board meetings.  
Small societies have one vote.
- (b) **Medium societies.**  
Such societies must have at least 100 members<sup>2</sup>.  
Medium societies may send one representative to Board meetings.  
Medium societies have two votes.
- (c) **Large societies.**  
Such societies must have at least 1000 members<sup>2</sup>.  
Large societies may send two representatives to Board meetings.  
Large societies have four votes, which may be cast by one representative.

3.3 There will be two levels of associate membership for societies which are significantly, but not primarily, dedicated to applied and/or industrial mathematics. The following guidelines will be applied:

- (a) **Small associate societies.**  
Such societies have at least 10 members<sup>2</sup> dedicated to applied and/or industrial mathematics and at least 50 members<sup>2</sup> in total.  
Such societies may send one representative to the Board meetings, have one vote and otherwise have the same rights and duties as the small full member societies.
- (b) **Large associate societies.**  
Such societies have at least 500 members<sup>2</sup> dedicated to applied and/or industrial mathematics or a total number of at least 1000 members<sup>2</sup>.  
Such societies may send one representative to the Board meetings, have two votes, and otherwise have the same rights and duties as the medium full member societies.

3.4 Any qualified society may apply for membership by writing to the President of ICIAM. The applying society should provide information on its membership and submit a copy of its bylaws. The society should also indicate for which kind and level of membership it wishes to apply. Acceptance of the application will be determined by a majority of voting members of the Board.

3.5 At any time ICIAM may review the qualifications of any member society for continued membership.

#### 4. OFFICERS

4.1 The Officers shall consist of

- a President;
- a Secretary;
- a Treasurer;
- the Past-President or the President-Elect;
- and at most two (2) Officers at large.

4.2 The Officers are elected by the Board. In particular, the President-Elect should be elected by a secret ballot by a majority of votes.

4.3 Year of election and terms in office

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<sup>2</sup>Concerning membership of Societies, 'members' means individual members in good standing.

4.3.1 President-Elect, President and Past-President

The President-Elect is elected for a two-year term on years congruent to 1 mod 4. The President-elect takes over as President and the President becomes Past-President (for two years) in years congruent to 3 mod 4.

4.3.2 Secretary, Treasurer and Officers at large

Elections for all other Officers take place on years congruent to 3 mod 4. The term in office is 4 years and is renewable once.

4.3.3 Beginning of a term

Every term starts on 1st October of the election year.

4.4 **The President** directs the activities of the organization; she/he is the official representative of the organization and should take an active role in promoting the goals of ICIAM internationally. From time to time the President and/or the Board may appoint an *ad hoc* committee whose members need not be Board members.

4.5 **The Secretary** maintains the records of the organization in cooperation with the President and in accordance with the decisions made by the Board.

4.6 **The Treasurer** is responsible for the funds of the organization and annually presents a report on these funds to the Board.

4.7 Temporary prevention from fulfilling duties

(a) If the President is prevented from fulfilling his/her duties, the Past-President (first two years of President's office) or the President-Elect (final two years of President's office) shall temporarily take his/her place.

(b) If an Officer is temporarily incapable of fulfilling her/his duties, another Officer shall temporarily take over her/his responsibilities.

4.8 Permanent incapacity to fulfil duties or early resignation of an Officer

(a) If the Past-President resigns or is permanently incapable of performing her/his duties, she/he will not be replaced.

(b) If a permanent replacement for an Officer other than the Past-President is needed then an election shall take place at the next Board meeting.

The term of office is then as follows:

(i) Officers with a term of 4 years would generally serve the following terms:

If elected 3 years before a regular term would end, then the term is 3 years.

If elected 2 years before a regular term would end, then the term is 6 years.

If elected 1 year before a regular term would end, then the term is 5 years.

(ii) The President-Elect will have a term of 1 year.

4.9 Auditors

The Board annually appoints one cash auditor who, for a period of one year, audits the accounts and gives a report to the Board.

5. DUES AND FUNDS

5.1 The Board may set the membership dues at any time by majority vote.

Normally, the dues of the medium societies are half of those of the large societies, and the dues of the small societies one-third of those of the medium societies.

The dues of the large associate societies equal those of the medium societies, and the dues of the small associate societies those of the small societies.

- 5.2 All funds owned by ICIAM will be held by one or more of the member societies. They may be disbursed only with the approval of the ICIAM President and Treasurer.

## 6. ACTIVITIES

### 6.1 International Congresses on Industrial and Applied Mathematics (ICIAM)

#### 6.1.1 Year of the ICIAM Congress

The ICIAM Congress will be held on a quadrennial schedule in years equal to  $3 \pmod{4}$ .

#### 6.1.2 Host Institution

The Board will select a host organization and site for future ICIAM meetings based on proposals made in person to the Board by host organizations.

The proposal must include the name of the proposed “Congress Director” (the person with overall responsibility for the Congress, who will also serve as the point of contact with ICIAM).

The Board will select a site at least six years prior to the meeting.

The selection includes the selection of the Congress Director.

- 6.1.3 The selected host society/societies and the Congress Director will recommend an SPC Chair to the Board. The appointment must be approved by the Board five years prior to the congress. The option to have a substitute chair is allowed.

- 6.1.4 Four years prior to the congress, the Board, in consultation with the SPC Chair, will appoint members of the SPC. The Committee should be balanced with respect to geography, discipline and gender.

- 6.1.5 The list of invited speakers proposed by the SPC should be at the highest level of excellence, and should reflect the diversity of applied and industrial mathematics with respect to geography, discipline and gender. The list should be presented to the Board at the Board meeting 2 years prior to the congress. By vote, the Board may either reject the list or approve it in its entirety.

- 6.1.6 Other interaction between the ICIAM Congress and the ICIAM Council  
The interaction will be organized by the President of ICIAM and the Congress Director.

- 6.2 The Board may choose to sponsor other activities consistent with its purposes, including, but not limited to:

- awards at international meetings;
- additional international meetings on narrower topic areas;
- informal focus groups in areas of industrial and applied mathematics; and
- publications which foster its purposes.

### 6.3 Committees

#### 6.3.1 Creating a committee

The Board can decide by a majority vote to create a new committee, its name, remit, size, its chair, vice chair and its members. It can also decide on the dissolution of a committee.

#### 6.3.2 Terms in office of committee members

The terms of office in any function of a committee are 4 years and this can be renewed only once. [E.g. a regular member can serve 8 years, but can still become chair for another 8 years.]

## 7. BYLAW AMENDMENTS

7.1 Prior to any bylaw amendment, the proposed amendments must be sent to the senior Officer of each member society at least two months in advance of any action. The bylaws may then be amended by a 2/3 majority of all voting members present at a Board meeting. If the vote is taken by mail or e-mail ballot, it must be approved by a 2/3 majority of all votes that could possibly be cast. In the case of a mail or e-mail ballot, the voting is closed four months after the proposed changes to the bylaws have been circulated. In case of a vote by mail or e-mail, the four month period may not be chosen so that a Board meeting falls in this period.

The change will become effective only three months after the changed bylaws, along with a list of the votes of all Board members, have been provided to member societies and there are no objections to the voting procedures that have taken place.

*Approved by ICIAM in Sydney on 12 July 2003,  
with amendments approved by the ICIAM Board in Florence, 21 May 2005,  
with amendments approved by the ICIAM Board in Zürich, 21 July 2007,  
with amendments approved by the ICIAM Board in Kyoto, 2 June 2012,  
with amendments approved by the ICIAM Board in Beijing, 11 May 2013.*

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