

SIAM Activity Group on
The Mathematical Aspects of Materials Science
Rules of Procedure

These RULES OF PROCEDURE (hereinafter called "RULES") apply to the SIAM Activity Group on Mathematical Aspects of Materials Science. The SIAM Activity Group (hereinafter called "SIAG") to which these RULES apply is formed under the aegis of the Society for Industrial and Applied Mathematics (hereinafter called "SIAM"), and shall operate according to the bylaws of SIAM. The SIAG shall not affiliate with any other organization without first obtaining the written approvals of the SIAM president and the chairman of the SIAM board. No provisions of these RULES shall be construed so as to contradict the bylaws of SIAM.

Article I: Purpose

It is the purpose of the SIAM Activity Group on Mathematical Aspects of Materials Science to bring together mathematicians, engineers and scientists interested in the application of analysis and computation to problems in materials science. Because of the unifying nature of mathematics, the SIAG will serve as a meeting point for mathematicians, engineers and scientists from all areas of computational and materials science, thus fostering cross-fertilization between fields, and from diverse venues such as academia, industry and the national laboratories. In this manner, the SIAG will provide a unique opportunity for interaction between fields that would be greatly diminished in its absence. Within the framework of SIAM, the SIAG will conduct activities that implement its purposes.

Article II: Activities

The SIAG on Mathematical Aspects of Materials Science is expected to:

1. Organize minisymposia at the SIAM Annual Meeting in years where there is no SIAG conference.
2. At least once every five years either organize a track of at least six minisymposia at the SIAM Annual Meeting or have an activity group meeting held jointly with the annual meeting. The VP for Programs and the VP at Large will coordinate the scheduling with the SIAG chair.
3. Organize the SIAM Conference on Mathematical Aspects of Materials Science series, with conferences taking place every three or four years. The chairs of the conference organizing committee shall be the program director and the chairperson of the SIAG or their designees.

Article III: Membership

Membership in the SIAG shall be open to any SIAM member, but to no others.

Article IV: Officers

Section 1. There shall be a chairperson, vice-chairperson, secretary, and program director, all of whom shall be regular members in good standing of the SIAG. The SIAG shall hold an election to fill those offices every three years beginning in 2010.¹ Elections will follow standard SIAM Activity Group practices. In particular, at least two candidates must be nominated for each office and the nomination process must provide the opportunity for any modest-sized group of SIAG members to nominate candidates. On the initial formation of the SIAG, the SIAM President shall appoint a slate of officers with the approval of the SIAM Council.

Section 2. The SIAG chairperson shall preside at the meetings of the SIAG, coordinate the annual report to the SIAM Council, and represent the SIAG at meetings of the SIAG chairs. In the absence of the chairperson, the line of succession is the vice-chairperson, secretary, and program director.

¹ Current plan is for the first slate of officers to serve through 2010. If the SIAG holds a meeting in 2010, the nominating committee could be announced then, at its business meeting.

Section 3. The secretary of the SIAG shall keep a record of the affairs of the SIAG, handle correspondence, and submit the reports of SIAG activities required in ARTICLE VI. The secretary is responsible for the production and distribution of SIAG newsletters and for insuring that the information about the SIAG on the SIAM website is correct.

Section 4. The program director will have responsibility for SIAG conferences and programs, including participation in the SIAM Annual Meeting. The program director will coordinate these activities with the chairperson who has overall responsibility for the direction of the SIAG. The program director will serve as the conference organizer or delegate such responsibilities to an individual approved by the chair and other officers.

Section 5. The Advisory Board will provide advice to the officers on important activity group issues. These issues include, but are not limited to, the scientific structure of SIAG meetings and the SIAG website.

Article V: Prizes and Awards

The SIAG shall not present awards or prizes.

Article VI: Reporting

The SIAG will submit a short yearly report on its activities by e-mail to the VP at Large at least one month before the SIAM annual meeting.

Article VII: Period of Operation and Renewal

Each period of activity of the SIAG will be three years. The SIAG shall apply to the Council and Board for renewal seven months prior to the end of each three-year period of activity. The application for renewal shall describe how the SIAG will continue to complement SIAM activities and describe its support of the functions indicated in its RULES. The renewal application shall be based on the SIAM Board and Council Guidelines for the Renewal and Termination of Activity Groups.

Article VIII: Termination

In the event that the activity level of the SIAG is below expectations in any three-year period herein designated, the SIAG shall be considered terminated at the end of that three year period and any continuation of the SIAG's activities will be contingent on the establishment of a new SIAG according to the practices established for the initiation of a SIAG.

Article IX: Publications

With the approval of the appropriate managing editor, the SIAG may have articles and news columns in SIAM News and on special occasions, a portion of a SIAM journal may be devoted to topics suggested, organized, and/or prepared by the SIAG.

Article X: Fees

No yearly membership fee will be assessed to members of the SIAG at the time of payment of annual SIAM dues, aside from the standard fees assessed by SIAM for SIAG membership.

Article XI: Contracts

No officer or member of the SIAG may apply for a grant to support SIAG activities or enter into any contract to support such activities or to provide services without specific approval in writing by the president and either the treasurer of SIAM or the managing director acting on behalf of the treasurer. No SIAG or any officer or representative thereof shall have any authority to contract debts for, pledge the credit of, or in any way bind SIAM.

Article XII: Funds for Support

Requests for funds to support SIAG activities may be made in writing to the treasurer of SIAM. A loan or grant to the SIAG in the amount of \$200 or less can be made by the treasurer. Only one such loan or grant may be made to the SIAG during any fiscal year. Other loans or financial grants to the SIAG shall be approved by the board. All requests for funds shall be substantiated by a proposed budget for expenditures. All distributions of said funds shall be in the form of disbursements from SIAM, which disbursements shall be made on receipt of substantiating vouchers.

Article XIII: Changes

Changes to these RULES may be made at any time by the SIAM Council and SIAM Board of Trustees on the recommendation of the SIAM President. Changes to these RULES may be made by the SIAG with the approval of the Council and the Board.

Amendments

Approved by the SIAM Council, July 10, 2008 and the SIAM Board of Trustees, July 12, 2008.