

Constitution of the International Community of Teachers of Mathematical Modelling and Applications (ICTMA)

Preamble

The International Community of Teachers of Mathematical Modelling and Applications is an organisation that exists to promote Applications and Modelling in all areas of mathematics education - primary and secondary schools, colleges and universities.

The ICTMA Community, through its membership, research and other activities, is recognised as The International Study Group for the Teaching of Mathematical Modelling and Applications (ICTMA) by its affiliation to the International Commission on Mathematical Instruction (ICMI).

ICTMA is an inclusive community that is open to all who wish to engage with the teaching and learning of mathematical modelling and applications.

Constitution

1. The Community shall consist of people who are Members.
2. There are two forms of membership – *regular* members and *eligible* members.
3. Membership of ICTMA (both *regular* and *eligible*) is activated by attendance at an ICTMA Conference. Membership remains active until an individual resigns or ceases to participate in ICTMA activities; indicated by non-attendance at three successive conferences. All members will have access to the ICTMA website and newsletter.
4. A member is eligible for election to the International Executive Committee (IEC) if, under normal circumstances, they have attended at least two of the last three ICTMA conferences (*eligible* member). A current ICTMA conference is considered to be one of the last three ICTMA conferences. Only *eligible* members may nominate others, and be nominated themselves to the office of President, and to membership of the IEC.
5. There shall be a President of the Community. The duration of office for the President shall normally be four years, with the period of office commencing at the end of an ICTMA conference and finishing at the end of the ICTMA conference held four years later. The President will not normally be eligible for immediate re-election. The President shall Chair and coordinate the work of the IEC. This includes providing a vision for the development of the community, assigning portfolios to members of the IEC, and supporting their work.
6. The International Executive Committee shall comprise of:
 - the President
 - the Chief Organisers of the last two ICTMA conferences* and the next ICTMA conference
 - three elected *eligible* members
 - up to three *eligible* members co-opted by the IEC

* Where relevant a current ICTMA conference is deemed to be the most recent of the last two ICTMA conferences.

7. A General Meeting of the Community shall be held at each ICTMA conference. The principal business of the General Meeting shall be to elect *eligible* members to the IEC and to discuss matters pertaining to the mission of the community.

8. Elections for President and/or IEC members will take place at the General Meeting held at a convenient time during an ICTMA Conference. Voting will be by ballot using proportional representation with a single transferable vote system. If the conference takes place virtually, the General Meeting will also be convened in the same manner. All members who have registered for the conference, can participate in the General Meeting – this holds for both face to face and virtual meetings.

9. Nominations for Elected Members of the IEC must be proposed and seconded by *eligible* members. The nominee must agree to the nomination. Nominations must be placed on the Conference noticeboard at least 24 hours before the General Meeting. Provision will be made to meet this requirement in another way if the conference is held virtually.

10. Each member of the IEC shall manage a portfolio related to the activities of ICTMA. Portfolios include:

- Registrar – responsible for maintaining the List of Members (*regular* and *eligible members*) and managing procedures for conducting elections.
- Secretary – responsible for procedures associated with IEC meetings and ICTMA General Meetings, including keeping minutes.
- Communications – responsible for developing and maintaining ICTMA website and email list.
- Newsletter – responsible for the development and distribution of a regular newsletter. The IEC member responsible for the newsletter will be supported by the co-opted members of the Committee.
- Awards – The President will be responsible nominating a selection committee, and managing procedures associated with the confirmation of awards.

11. Nomination of co-opted *eligible* members should provide balance to the IEC – including gender, geography and demography.

12. The duration of office for Elected Members shall normally be four years (commencing at the end of an ICTMA conference). Elected members are eligible for re-election for only one further period of four years.

13. The nomination and invitation of Co-opted Members shall take place at the first meeting of the IEC after the General Meeting. This will provide opportunity to balance the membership (as per Article 10) of the IEC as Elected Members will have been confirmed.

14. Proposals for holding ICTMA conferences will be submitted in response to a call circulated by the IEC. The IEC will then select Organisers for the next conference from submitted proposals, taking into account quality, geography, and costs.

15. The Chief Organiser of an ICTMA conference shall chair the local Organising Committee and preside over the conference.

16. The IEC will appoint an Editorial Team for a book comprising of selected chapters based on presentations at an ICTMA conference. The Editorial Team will normally comprise of:

- the President

- a Continuing Editor who shall previously have been a member of the Editorial Team
- the Chief Organiser of the current ICTMA conference
- one Member who has served on the current Local Organising Committee or another experienced member of the ICTMA community.

17. Motions to amend the constitution must be submitted to the Registrar at least four weeks before an ICTMA conference. The motion must be supported by at least ten eligible members in writing. Motions will be debated at the General Meeting held at the next conference. Eligible members, in attendance at the conference, will vote on the motion put to the General Meeting. The passing of motion for amendment will require a 2/3 majority. If passed, amendments will come into effect immediately.

18. This Constitution was drafted by the Executive Committee in 1998, and approved by many members who were consulted via e-mail. It was amended at the General Meeting held at ICTMA 10 in Beijing, August 2001, and again at the General Meeting held at ICTMA 13 in Bloomington, July 2007. The constitution was discussed at ICTMA21 in Awaji in 2023.