

Article 1 - Name

Women in Mathematics, Statistics, and Computational Engineering (WiMSCE)

Article 2 - Purpose

WiMSCE is a student and faculty group established with the aim of retaining graduate women in higher education by providing opportunities to interact with their peers and mentors across the ICME, Mathematics, and Statistics departments. The group has chosen these fields as they have a particularly low proportion of women. Further, WiMSCE connects members to speakers via lectures spanning academia and industry in the computational sciences, and professional skill coaching with a focus on gender. These types of events will serve to provide WiMSCE members with knowledge and guidance pertaining to professional opportunities and personal challenges faced both during and after graduate school.

Article 3 - Activities and Scope

To achieve the purpose of WiMSCE, the group will plan both informative and networking events, including career advancement and skill development workshops (e.g. negotiation workshops, panel discussions with perspectives from industry, technical presentation practices), invited speaker seminars addressing personal and professional issues faced by women in industry and academia, networking events with professionals and fellow graduate students, social events (e.g. lunches, hikes), and campus advocacy or outreach.

We intend to host a minimum of three events per quarter, which will be open to any interested members of the Stanford community.

Article 4 - Membership Requirements

Membership is broadly open to all current Stanford affiliates and is composed of the subcategories of affiliate members and members-at-large.

Affiliate membership is open to all interested in the activities of the Association. Affiliate members, however, do not partake in the decision making process and cannot receive any of the club's funding. Those members who are also currently enrolled Stanford

students are eligible for election processes, including voting for and running for leadership.

Currently enrolled Stanford students are considered members-at-large by either attending or planning at least one WiMSCE event per quarter, for at least two consecutive quarters. These members are also eligible for election processes, including voting for and running for leadership.

Article 5 – Leadership Structure/Officers

5A: Positions

The Leadership comprises of the officers listed as follows:

- Co-Presidents: One co-president responsible for external communication, such as to visiting speakers or other groups involved with WiMSCE events. One co-president responsible for internal communication, such as with the staff of the ICME, Statistics, and Math departments (2 people).
- Financial Officer: Responsible for controlling the organization's finances, including but not limited to budgeting, managing a bank account, and handling reimbursements (1 person).
- Secretary: Responsible for taking minutes at meetings and writing publicity notices for WiMSCE events (1 person).
- Communications Chair: Responsible for publicizing events (through emails, Slack and/or social media) and maintaining the WiMSCE website (1 person).
- Events Committee Members: Responsible for coordination of WiMSCE events and speakers (unlimited).
- Outreach Committee Members: Responsible for new member recruitment each fall, collaboration with other women's groups and external outreach opportunities (unlimited).

5B: Elections

The Co-Presidents, Financial Officer, Secretary, and Communications Chair will be elected from the member body each spring quarter for the following academic year through a majority vote. No individual may hold multiple of these positions at the same time. Each of these positions has a 2-term limit (where one term is one year).

Nominations will be accepted for all positions from the beginning of the Spring quarter until the elections begin in the middle of the quarter (people are allowed to nominate themselves, but no one may run for multiple conflicting positions at once).

Elections for the roles of Co-Presidents, Financial Officer, Secretary, and Communications Chair will be held over a week-long period where members can vote through an online survey that will be emailed to the WiMSCE mailing list. The individual with the greatest number of votes will be given the position.

Nominations for committee members will be reviewed by a selection committee consisting of the current officers (not including any whose nominations are being discussed); there is no term limit for serving as a committee member.

5C: Officer Removal

If an officer in Leadership does not fulfill her/his duties, any officer can propose a vote for recall. This must be seconded by at least one other member of the leadership. The officer in question will then have a period of one week to address the issues raised. At this point, a vote is performed by the Leadership. If the majority of the Leadership members agree, the offending officer is removed from their position. The now vacant position will be filled as detailed in section 5D.

5D: Officer Vacancies

If an officer needs to step down in the middle of the term for any reason, the position will be filled immediately. The vacant position will then be refilled in a special election following the election process in 5B.

Article 6 – Decision-Making Process

The Association meets approximately once per month, subject to availability. These meetings are open to any member of the Association, but attendance by Leadership officers is highly encouraged barring extenuating circumstances. All events and policies are discussed and planned by the Leadership in a democratic manner. Suggestions and requests from any member are taken into consideration by the Leadership at all times. If there is disagreement over any particular decision it will be decided by a majority vote of the present members-at-large.

WiMSCE works closely with the Institute for Computational & Mathematical Engineering (ICME), which has historically helped in sustaining funding and providing room space for events, and by making introductions to speakers through pre-existing departmental connections. The ICME staff and faculty defer to the WiMSCE members-at-large regarding the events that are held and determining the funding necessary for each.

Article 7 - Dissolution of Organization

Should the Association be dissolved, all funds and property shall be transferred to the Institute of Computational & Mathematical Engineering (ICME).

Article 8 - Procedure to Amend Constitution

Any WiMSCE member can propose changes to the Constitution. The constitution can only be amended by the Leadership if a consensus is reached through a unanimous vote. After a proposal is made, the Leadership should vote on the amendment in a timely fashion.