

# CAMEROON WOMEN IN MATHEMATICS ASSOCIATION (CAWOMA)

## CONSTITUTION

### ARTICLE 1: INTRODUCTION

Mathematics is considered as the mother of all Science and Technology. In order to contribute to increasing the skills of the human capital capacity of the African continent it is critical to realise the importance of promoting Mathematics amongst the African population. However the number of Mathematicians in Africa is small and moreover the proportion of women in Mathematics is extremely low. For this reason the Cameroon Women in Mathematics Association (CAWOMA) was formed to contribute to the development of Mathematics and women in Mathematics.

### ARTICLE 2: Establishment

2.1 Cameroon Women in Mathematics Association (CAWOMA) is an association whose main aim is to promote women in Mathematics in Africa and promote Mathematics among young girls and women in Cameroon.

2.2 CAWOMA is a non-profit, international, non-governmental organization.

#### **2.3 The purposes of CAWOMA are:**

2.3.1 To encourage Cameroon women to take up and continue their studies in Mathematics and to promote Mathematics among women.

2.3.2 To support Cameroon women with or desiring careers in research in Mathematics or Mathematics related fields.

2.3.3 To provide a meeting place for these women.

- 2.3.4 To foster international scientific communications among Cameroon women within and across fields in Mathematics.
- 2.3.5 To promote equal opportunities and equal treatment of women and men in the Cameroonian Mathematical community.
- 2.3.6 To increase access of Cameroon women to socio-economic benefits of Mathematics.
- 2.3.7 To increase access of Cameroon women in Mathematics to grants.
- 2.3.8 To provide mentorship of Cameroon female students in primary, secondary and tertiary institutions both at the undergraduate and post graduate levels.
- 2.3.9 To promote the participation of CAWOMA in the development of Cameroon.
- 2.3.10 To cooperate with groups and organizations with similar goals.
- 2.3.11 To promote cooperation and exchange of ideas in Mathematics research and the teaching of Mathematics.
- 2.3.12 To stimulate communication amongst women in Mathematics in Cameroon;
- 2.3.13 To organize research seminars and colloquia in Mathematics in Africa;
- 2.3.14 To promote visits to Cameroon of eminent women and men, in Mathematics, from other continents and to organize inter-departmental visits and exchange visits;
- 2.3.15 To promote visits to African countries of eminent women and men in Mathematics from Africa and African diaspora.
- 2.3.16 To seek and maintain contacts with other Mathematics associations within and outside Africa, provided that the objectives and purposes of such other associations are consistent with the objectives and purposes CAWOMA;
- 2.3.17 To produce a research and information publication and any other publications deemed to be of value in the promotion of the above objectives;
- 2.3.18 To endow prizes and awards to students who excel in Mathematics;
- 2.3.19 To carry out, do or transact any act, scheme or enterprise calculated to further the objectives of the Association.

## **ARTICLE 3: ACTIVITIES**

To achieve its objectives, CAWOMA

Alinea 1

3.1 may organize meetings, workshops, conferences, courses and seminars, arrange negotiations, disseminate a newsletter and other material related to its aims emphasizing the involvement of women.

3.2 operate as a publisher, prepare proposals and motions, make statements, award grants and prizes, and represent its membership.

3.3 may, according to the situation, act directly or co-operate with individuals or bodies having similar aims, and set up subordinate bodies for special tasks.

3.4 will enhance opportunities and participation of members in international conferences, workshops, short courses and Postdoctoral fellowships.

3.5 will take initiatives for young girls to continue with their studies in Mathematics.

3.6 will promote outreach Mathematical programmes or sessions to promote Mathematics in schools.

### **Alinea 2: REGISTRATION OR EXCLUSION OF MEMBERS:**

3.7 Any ordinary or honorary member may resign his/her membership by notice in writing to the President.

3.8 A member is excluded from the association if :

3.8.1 The General Assembly may at its discretion exclude from membership of the Association any ordinary member

3.8.2 if the subscription payable to the Association by such ordinary member shall be unpaid six months after same shall have become due and payable

3.8.3 if in the opinion of the General Assembly, the continued membership of such person would be detrimental to the interest of the Association or to

the furtherance of its aims or both.

### **Alinea 3: MEMBERSHIP**

The Association shall consist of Ordinary members, Honorary members and supporting members.

Annexe 1: Ordinary membership is open to:

3.9 Any woman working in Cameroon or in Africa for Cameroon or for Africa and who supports the purpose of the Association, in particular.

3.10 Practicing women researchers, teachers and learners of Mathematics in Educational institutions.

3.11 Women who are interested in or concerned with the researching, teaching, learning of Mathematics, or with its application in Government, Commerce or Industry.

3.12 Organizations concerned with Mathematics and its applications.

### **Annexe 2: Honorary Membership:**

3.13.1 the donors

3.13.2 An honorary member shall have all the privileges of an ordinary member but shall not be liable to pay any subscription to the Association.

3.13.3 The Association at a General Assembly may resolve, by ordinary resolution, that the Council may admit to honorary membership of the Association any person (individual or organization) who has rendered a singular service to the Association or to any of the aims which the Association is formed to promote.

3.14 Members are approved and dismissed by the General Assembly.

3.15 The Association can have women or men as supporting members.

3.16 Supporting members pay dues and receive relevant information but do not have the

right to vote.

#### **Alinea 4 : REGISTER OF MEMBERS**

A register of members shall be kept and individual membership certificates provided. The following particulars shall be entered in the register.

3.17.1 The names and addresses of members .

3.17.2 The date on which each person was entered in the register as a member.

3.17.3 Subscriptions paid by each member annually.

#### **ARTICLE 4 : SUBSCRIPTION**

4.1 Ordinary members shall pay such annual subscriptions, as the members in general Assembly shall determine, by ordinary resolution from time to time.

4.2 The subscription shall be due and payable on admission to membership and thereafter, on the first day of January each year or such other date as the resolution shall provide.

4.3 A different subscription may be prescribed in the case of corporate bodies admitted to membership, or in the case of any person admitted to membership, or representing any institution, or as a full member of any recognized subject.

4.4 The registration fee shall be determined by General Assembly from time to time.

#### **ARTICLE 5: ORGAN**

5.1 The organ of the association with decision making power is the General Assembly.

5.2 The standing committee is the main executive organ.

## **ARTICLE 6: Decision Making**

Decisions are made by simple majority vote of the General Assembly unless the constitution Requires a qualified majority. The requirement of qualified majority is at least 2/3 of the votes cast by paid up members.

## **ARTICLE 7: The General Meeting and The General Assembly**

The main tool for implementing the Association statutory goals is the general meeting.

CAWOMA will have a general meeting at least once every year.

The general assembly is held every year during the general meeting. It is the responsibility of the standing committee to announce the General Assembly. The announcement is done with the assistance of the coordinators at least six months in advance in a letter sent to each member or by e-mail or by an announcement in an appropriate newsletter. Two thirds of the members shall constitute a quorum for a General Assembly.

### **The General Assembly:**

7.1 is open to members and guests.

7.2 elects the Officers.

7.3 approves new members and elects honorary members.

7.4 decides on removal of members by qualified majority.

7.5 decides on registration and annual dues.

7.6 accepts the minutes of the previous general assembly.

7.7 receives the auditors' reports, confirms the financial statements and discharges those concerned from liability.

7.8 chooses the time and place for the next general meeting from possibilities proposed as specified by the by-laws, and a local person who will choose a group to

be responsible for the practical and financial arrangements.

7.9 sets up commissions for specific issues.

7.10 decides on changes of the constitution by qualified majority requirement which is at least 2/3 of the votes cast.

7.11 may solicit opinion of the membership by a mail vote at any time.

7.12 decides on by-laws, the changing of which requires a qualified majority.

If the standing committee decides so, the vote on some decisions proposed at the General Assembly can be organized electronically for members who cannot attend. Texts proposed to the electronic vote have to be sent two weeks before the General Assembly.

#### **ARTICLE 8: The Extraordinary General Assembly**

An extraordinary general assembly can be called by giving six weeks notice by e-mail or in writing to all members. The reason for such a meeting must be clearly specified in writing.

#### **ARTICLE 9: The Officers**

The Officers of the Association shall be the President, the Vice President, the Secretary, the Vice Secretary, the Treasurer, the Coordinator for Research, the Coordinator for Primary and Secondary Education, the Financial Secretary, the Human Relation Officer, Publicity and Information Officer.

9.1 The Officers of the Association shall be elected at the General Meeting by a secret ballot.

9.2 For the purpose of election, the General Assembly shall appoint a Returning Officer and two Supporters who should not be seeking election to the General Assembly.

9.3 Any woman either at the general meeting or otherwise involve in CAWOMA can also propose members.

9.4 General Assembly members take office upon election for two (2)

years. A member may be eligible for another term of office but no member shall serve at the same post for more than two consecutive terms.

9.5 The Officers compose the standing committee.

## **ARTICLE 10: DUTIES OF THE OFFICERS:**

### **10.1 President**

10.1.1 Shall preside over all meetings of the Officers and the General Assembly;

10.1.2 act as the Chief Executive of the Association;

10.1.3 be a signatory to the Accounts of the Association;

10.1.4 be the convener of all meetings of the General Assembly

### **10.2 Vice- President Shall**

10.2.1 gather and pass on information to the President.

10.2.2 perform such other duties as may be assigned by the

President or General Assembly, such as, acting in the

absence of the President and being the director of the

Workshop/Conference Committee;

### **10.3 Secretary shall**

10.3.1 take down minutes at all General Assemblies ;

10.3.2 present an annual report on the activities of the association;

10.3.3 attend to all correspondences on behalf of the association;

10.3.4 be a signatory to the accounts of the association;

10.3.5 ensures that newly appointed members be informed

and receive the relevant documents.

10.3.6 perform other duties as may be assigned to her by the President or General Assembly.

### **10.4 Vice Secretary shall**

10.4.1 act in the absence of the Secretary;

10.4.2 be the secretary to the Workshop/Conference committee;



10.4.3 keep an up-to-date register of members of the association;

10.4.4 perform any other duties that may be assigned by the President, the Secretary or the General Assembly.

10.5 **Treasurer** shall

10.5.1 be the Trustee of the accounts of the association;

10.5.2 ensure the regularity of all accounting operations of the association;

10.5.3 present an annual audited financial statement to the General Assembly and members of the association;

10.5.4 be a signatory to the accounts of the association;

10.5.5 perform such duties as may be assigned by the President or General Assembly.

10.6 **Publicity and Information Officer** shall

10.6.1 be responsible for the visibility of the association and all its activities;

10.6.2 be actively involved in the sourcing of funds for the association;

10.6.3 perform such duties as may be assigned by the President or General Assembly;

10.6.4 be responsible for the creation and updating of the website.

10.7 **Coordinator for Research** : shall

10.7.1 defines the main lines of research ;

10.7.2 sets objectives and research schedule ;

10.7.3 organizes scientific meetings ;

10.7.4 will lead the research through seminars, conferences and symposia in the coordinating actions of the leaders of specialty research unit.

10.7.5 **Leader of specialty research unit** : shall

Each specialty of mathematics is assigned a research cell leader who will promote research in this specialty.

10.8 **Coordinator for Primary and Secondary Education** : shall

10.8.1 encourages teachers to research ;

10.8.2 improve the quality of mathematics education ;

10.9 **Human Relation Officer** : shall

10.9.1 be responsible for public relations ;

10.9.2 establish contact with the different structures and partners.

## **ARTICLE 11: STANDING COMMITTEE MEETING**

11.1 The Officers shall meet from time to time to implement decisions of the General Assembly. These meetings can take place fully or partially by audio or video conferences.

11.2 The Officers shall meet and take decisions on behalf of the General Assembly in emergency situations. Such a decision(s) should be communicated to all members of the General Assembly as soon as they are taken, for the approval at the next General Assembly Meeting.

11.3 Committees for specific purposes, for example finances or local organization, may be set up as and when necessary by the general assembly.

## **ARTICLE 12: FINANCE**

12.1 The financial resources of the Association shall be as follows:

12.1.1 Annual membership fee;

12.1.2 Subsidies from any organization;

12.1.3 Donations, gifts, grants and legacies accepted by the Association;

12.1.4 Interest and revenue from its assets;

12.1.5 Royalties/Profits from Publications.

12.2 A current banking account shall be held in the name of the Association. The President, Secretary and Treasurer are the sole signatories for the account with the approval of the standing committee.

12.3 The Bank signatory for withdrawals can either be done by the President and the

treasurer or the President and the secretary

12.4 The Association's financial year shall be from 1st January of each year to 31st December. Its accounts shall be audited by a body appointed by the General Assembly and copies of the balance sheet circulated to members before the General Assembly.

12.5 The association may raise funds for purposes connected to its aims by selling mathematical or similar material and it can own property and shares.

### **ARTICLE 13: Dissolving of the Association**

In the event of the Association being dissolved or abolished, any assets remaining after discharge of all debts shall be transferred to a legal body having aims similar to those of the Association.

### **ARTICLE 14: THE LOGO**

The General Assembly shall be empowered to adopt a common LOGO for use by the Association and shall provide for the Association the safe custody thereof.

The LOGO shall only be used by authority of the General Assembly, or a committee of the General Assembly authorized by the General Assembly on their behalf, and whichever instrument to which the LOGO shall be affixed shall be signed by a member of the General Assembly and shall be countersigned by the President or secretary.

### **ARTICLE 15: AMENDMENTS TO THE CONSTITUTION**

15.1 Amendments to the Constitution can only be made at the General Assembly.

15.2 Amendments must be proposed by one and seconded by another ordinary member of the Association; amendments must be received by the Secretary in writing at least two (2) months before the General Assembly at which it is to be tabled.

15.3 Notice of proposed amendments shall be made available by the Secretary to all members of the Association at least two (2) days before the General Assembly.

15.4 Voting on amendments is by members present. An amendment is carried if at least two thirds of the total votes cast are in favor of it.

15.5 The General Assembly can undertake a general review of the constitution from time to time.

15.6 Such a constitution shall be valid if it is voted open by members at a General Assembly and carried by at least two thirds of the total votes cast.

#### **ARTICLE 16 :**

The committee of CAWOMA should have members from the French and English speaking parts of Cameroon.

#### **ARTICLE 17: ADOPTION OF CONSTITUTION:**

This constitution was adopted on the 19 of July in the year 2016.