CIRGET Statutes and Regulations

CIRGET is an interuniversity research centre based at the Université du Québec à Montréal (UQAM) and one of the thirteen research laboratories of the Centre de recherches mathématiques (CRM).

1. Members

The Centre comprises four categories of members: regular members, emeritus members, associate members, and junior members.

(a) Regular Members

Regular members are professors affiliated with one of the CRM member universities whose research focuses primarily on geometry and topology are eligible to become regular members.

Regular members participate in the Centre's scientific activities, attend meetings of the Scientific Committee, and have voting rights.

(b) Distinguished Fellow Members

Distinguished Fellow members are retired former regular members of CIRGET who have made exceptional contributions to mathematical research in geometry and topology, as well as to the development of the Centre throughout their careers.

Distinguished Fellow members contribute to promoting excellence in geometry and topology, advise the CIRGET Steering Committee as needed, and actively participate in the Centre's scientific life. They attend meetings of the Scientific Committee and have voting rights.

(c) Associate Members

Associate members are tenured professors, colleagues from partner institutions, and research associates whose research focuses primarily on geometry and topology are eligible to become associate members.

Associate members participate in the Centre's scientific activities and may attend meetings of the Scientific Committee, but they do not have voting rights.

(d) Junior Members

Junior members comprise all graduate students and postdoctoral fellows working under the supervision of a regular or associate member of the Centre.

The list of junior members is updated annually. Junior members are invited to participate in the Centre's scientific activities but do not attend meetings of the Scientific Committee and do not have voting rights.

2. Voting Rights and Decision-Making Procedures

Decisions concerning the Centre's regulations, membership admissions, annual budget, and any other matter that the Director or a group of members considers appropriate to submit to a vote are made by majority vote, according to the following procedures.

2.1 Votes on Matters Other Than Membership Admissions

(a) Votes Held at a Meeting

A quorum is reached when 50% of voting members participate in the vote. A motion is adopted if it receives a simple majority of the votes cast, provided that the quorum requirement is met.

(b) Votes Held by Email

A motion is adopted if it receives the support of a simple majority of all voting members. The consultation email must specify the motion submitted for a vote and the deadline for submitting responses.

2.2 Votes on the Admission of New Regular, Distinguished Fellow, and Associate Members

The admission of new regular, distinguished fellow, and associate members requires the support of at least two-thirds of all voting members.

2.3 Nomination of New Regular, Distinguished Fellow, and Associate Members

(a) Procedure for Regular and Associate Members

Candidates for regular or associate membership in CIRGET must be nominated by a voting member. The application dossier must include a curriculum vitae (CV) and three research papers. Admission is decided in accordance with the procedures set out in Section 2.2.

(b) Procedure for Distinguished Fellow Members

Candidates for distinguished fellow membership in CIRGET must be nominated by at least two voting members. The application dossier must include a jointly signed

nomination letter, the candidate's CV, and at least two additional letters of recommendation addressed to the Director of CIRGET.

The Steering Committee reviews applications for distinguished fellow membership and determines whether they may be submitted to a vote. The approved applications and supporting documents are then submitted to all voting members. Admission is decided in accordance with the procedures set out in Section 2.2.

2.4 Withdrawal and Termination of Membership

Any member who is no longer affiliated with one of the CRM member universities may be removed from the Centre's membership list after a period of 12 months, subject to the approval of the Steering Committee. The member concerned must be notified.

Any member may also voluntarily request to withdraw from the Centre.

3. Governance of the Centre

3.1 Centre Director

(a) Eligibility

Any regular member of the Centre is eligible to serve as Director. A nomination for the position of Director must be submitted by a voting member.

(b) Term of Office and Appointment

Elections for the position of Director are held every three years and are organized by the UQAM Secretary of Governing Bodies.

The Director is elected by the voting members and appointed by the UQAM Board of Directors, upon the recommendation of the UQAM Commission des études (Academic Council).

The Director's term of office is three years and may be renewed.

(c) Responsibilities

The Director's responsibilities include:

i. Representing the Centre in its communications with the leadership and administration of UQAM, the leadership and administration of the CRM, and external organizations.

ii. Serving ex officio on the Research Committee of UQAM's Faculty of Science.

iii. Overseeing the day-to-day management of the Centre's funds and personnel.

iv. Ensuring the effective management of the Centre's ongoing scientific and administrative activities.

v. Defining the Centre's general directions and priorities for the allocation of its funds, following consultation with voting members.

vi. Ensuring the fair and balanced use of the Centre's resources, with due consideration for its members and participating universities, in order to maximize the scientific benefits for all members.

vii. Submitting any significant matters concerning the Centre's operations to voting members for discussion and consideration.

viii. Convening meetings as needed to discuss the Centre's strategic directions, policies, and planning.

4. CIRGET Committees

4.1 Steering Committee

The Steering Committee is composed of the Director and one regular member representing each of the universities with which regular members are affiliated.

Its primary responsibility is to provide guidance on annual budgets. It also conducts an initial assessment of applications for distinguished fellow membership and advises the Director on various matters concerning the Centre's activities and development.

The Committee meets at least once a year. It may also be consulted by email, as needed, on specific matters.

4.2 Executive Committee

The Executive Committee consists of the Director and two regular CIRGET members affiliated with UQAM. Its members are appointed by the Steering Committee upon the recommendation of the director.

Its mandate is to assist the Director with the day-to-day management of the Centre.

4.3 Scientific Committee

The Scientific Committee consists of the assembly of the Centre's voting members. It is responsible for matters relating to the Centre's scientific direction.

The Committee meets at least once a year.

4.4 CIRGET Junior Committee

The CIRGET Junior Committee organizes the CIRGET Junior seminar, as well as other scientific activities intended for the Centre's junior members.

The Centre's leadership consults the Committee on matters concerning junior members.