



## **TMS SEVEN SPRINGS INTERNATIONAL SYMPOSIUM COMMITTEE BYLAWS**

### **I. PURPOSE STATEMENT:**

The TMS Seven Springs International Symposium Committee (also referred to as “the Committee”) is made up of individual TMS members from various industrial companies, institutions, and universities that make, use, sell or study materials used in high-temperature, high-strength applications. The Committee’s function is twofold:

- Organize the quadrennial International Symposium on Superalloys Symposium (also referred to as “the Symposium”) and its associated proceedings. The Symposium is an opportunity for the exchange of technical papers on the design, processing, repair, refurbishment, utilization, testing and behavior of high-temperature materials. The Proceedings documents this exchange.
- Support the TMS Foundation in the stewardship of the Superalloys Fund within the TMS Foundation and make recommendations on distributions from that fund. The purpose of the Superalloys Fund is to promote the dissemination of knowledge on high-temperature materials and to encourage students to study high-temperature materials science and engineering.

The Committee shall be guided in the scope of its efforts as defined by these bylaws and by the overall mission of TMS.

### **II. STRUCTURE:**

The Committee exists within TMS under the auspices of the TMS International Affairs Committee. The Committee will consist of up to nine members, all of whom have voting privileges:

- Committee Chair (Technical Content Focal)
- Past Chair (Logistics Focal)
- General Members (up to seven)
- Secretary (also considered a General Member)
- Banquet and Awards Chair (also considered a General Member)

#### **Eligibility for Membership**

Committee membership comprises TMS members representing a diversity of industrial companies, agencies, universities, institutes, or any organizations that actively participate in the

production, use, sale, or study of high-temperature, high-strength materials. Geographic diversity is a consideration as well.

### **Responsibilities of Committee Members**

*Committee Chair:* Provides leadership of the Committee and facilitates the committee in the pursuit of its tasks. The Committee Chair periodically updates the TMS International Affairs Committee as to progress in the organization of the Symposium and what opportunities may exist for greater involvement by TMS in the international high-temperature materials community. The Committee Chair gives focused priority to maintaining the technical content and standards of the Symposium, including the overall technical program and also the selection and coordination of conference keynote technical presentation.

*Past Chair:* Assists the Committee Chair by providing input and guidance into sustaining the Symposium amenities, format, and traditions through knowledge of the prior Symposium. Gives focused priority to working with TMS staff on Symposium logistics and arrangements.

*Secretary:* One General Member may serve as Secretary. Alternatively, the Committee Chair may fulfill these responsibilities. The Secretary is responsible for the timely issuance of accurate minutes of meetings and other secretarial duties that may be assigned by the Committee Chair. In the absence of the Committee Chair, the Secretary may fulfill the duties of the Committee Chair.

*Banquet and Awards Chair:* One General Member may be designated as Banquet and Awards Chair; Alternatively, the Committee Chair or the Past Chair may fulfill these responsibilities. The Banquet and Awards Chair is responsible for leading the selection of a Best Paper and a Best Poster at the Conference. The Banquet and Awards Chair will select a sub-group of either current committee members or available past Symposium Chairs to select the Best Paper and the Best Poster. The Banquet and Awards Chair is also responsible for leading the selection of the Dedicattee, and leading the recommendations to the TMS Foundation for the Superalloys Scholarship student winners. The Banquet and Awards Chair is also responsible for proposing a Dedicattee Banquet plan and participants and coordinating the execution of that plan with TMS staff.

### **Selection of Members**

*Committee Chair:* Before the final day of the Symposium, the Committee shall select the Committee Chair for the next Symposium. This appointment is subject to approval by the TMS International Affairs Committee. The new Committee Chair will assume his/her responsibilities at the following year's TMS Annual Meeting and Exhibition.

*General Members:* The Committee Chair selects the General Members to constitute the Committee. The Committee will usually include the Past Chair of the prior symposium for continuity from event to event. Other members of the Committee may be given the additional responsibilities of the Secretary and Banquet and Awards Chair. Committee members will be selected with a general goal of balancing industry, academic, government agency, and geographical location.

## **Terms of Members**

All Committee members serve from the time of their appointment through the conclusion of the Symposium that they were assembled to organize. It is recommended that committee members serve one term corresponding with one Symposium with the exception of the Overall Committee Chair, who may serve in a subsequent term as Past Chair for the following Symposium

In the event of a vacancy within the Committee, the Committee Chair will appoint a replacement in the event of a vacancy of the Secretary, the Award Chair, or a General Member. If the Committee Chair position becomes vacant, the Committee will elect a new Committee Chair, subject to the approval of the TMS International Affairs Committee.

## **III. Committee Meetings and Voting:**

Meetings of the Committee shall be called by the Committee Chair.

The presence of at least a simple majority of the total number of Committee members constitutes a quorum. A Committee member must be present at a meeting to cast a vote during that meeting. Typically, the Committee Chair does not vote. In the case of a tie vote, the Committee Chair shall have the deciding vote.

Motions are passed by a simple majority except for decisions that amend the Committee Bylaws. Votes that impact the Committee Bylaws require a two-thirds majority to pass. At the discretion of the Committee Chair, email voting may be conducted.

For parliamentary issues not covered by the Committee Bylaws or TMS Bylaws, *Robert's Rules of Order* should be consulted.

## **IV. Committee Responsibilities**

### Symposium Organization

The Committee selects the theme or topics on which the Symposium may focus.

The Committee members solicit abstracts for the Symposium.

The Committee reviews and accepts papers from the submitted abstracts.

The Committee edits and/or corrects submitted papers for publication in the Symposium Proceedings.

The Committee works with TMS staff to organize the selected papers into sessions.

The Committee selects session chairs and keynote speakers.

The Committee can select an individual to whom to dedicate the Symposium. This honoree is to be someone who has made outstanding contributions to the high temperature, superalloy, and/or

gas turbine or energy industry. These contributions should have been predominately of a technical nature on the basis of his/her own work, rather than for corporate or managerial achievements. The prevailing custom is to select an individual who has reached, or is about to reach retirement.

The Committee provides advice to TMS staff in conducting the Symposium, with the shared goal of preserving the traditional amenities, format, and standards of excellence of the Seven Springs Superalloys Symposium (See Appendix A: International Symposium on Superalloys Symposium Traditions)

#### TMS Foundation Input

At its initiative or at the request of the TMS Foundation Board of Trustees, the Committee will annually provide input as to if and how awards from the Superalloys Fund within the TMS Foundation should be disbursed.

Recommendations concerning disbursements from the TMS Foundation Superalloys Fund should focus on recognizing qualified young people with scholarships, supporting teacher camps focused on materials education, and other educationally oriented goals.

The Committee endeavors to grow the TMS Foundation Superalloys Fund by encouraging donations to the fund.

The advice from the Committee should be provided in such a manner as to assure that the disbursements from the Superalloys Fund are issued in a manner that enables the long-term sustainability of the Superalloys Fund.

### **APPENDIX A: INTERNATIONAL SYMPOSIUM ON SUPERALLOYS SYMPOSIUM TRADITIONS**

At the time of the Committee's transition from an independent organization into a committee of TMS, the traditions of the Symposium included, but were not limited to, the following.

- Early Fall Symposium timing (typically 5 days in September between 9-25)
- Symposium held at Seven Springs Resort in Champion, Pennsylvania
- Single-session format with high quality audio/visual oral and interactive poster arrangements
- Printed proceedings provided to attendees upon arrival
- Travel assistance to student presenters
- Reduced registration rate for student attendees
- Morning and evening sessions with afternoon's free for leisure activities
- Social events such as the Sunday night keynote mixer, Tuesday dedicatee banquet, Monday evening mixer, and shared dinners on Monday and Wednesday nights
- Registration gift

At the time of the transition, TMS leadership agreed that the traditions of the Symposium are important elements of the Symposium long-term success and culture. The Committee recognizes

that propagation of these traditions individually and collectively depends on developing a budget for each Symposium that satisfies then-current meeting performance expectations set by the TMS Board of Directors. The Committee allows that, over time, it may wish to make changes to Symposium traditions based on evolving circumstances. The Committee will consider changes to the Symposium dynamically in the conduct of the Symposium so as to help assure that the Symposium best satisfies the Committee's mission to organize a high-quality event and to satisfy TMS meeting performance criteria.