



## ACCREDITATION COMMITTEE BYLAWS

### **Purpose Statement**

In keeping with the goals of the TMS Strategic Management Plan this committee shall:

1. Provide members to serve on the various commissions of ABET and the ABET Board of Delegates on behalf of the Society.
2. Maintain current program criteria to be used by ABET in accreditation of materials programs at academic institutions.
3. Recruit, instruct and evaluate qualified ABET evaluators for materials and metallurgical area programs assigned to the Society. A recommended list is to be submitted to the Society Board of Directors one to two times a year.
4. Coordinate with other materials societies in developing policies and procedures that will improve the accreditation process for materials science and engineering academic programs.
5. Coordinate with other materials societies on program evaluator and observer assignments, training schedules and sites, development and maintenance of training materials, and provision of qualified ABET trainers.
6. Coordinate with the American Ceramic Society the periodic review of ceramic and materials ABET program criteria and jointly submit changes to ABET.

### **Committee Structure**

Membership in the Accreditation Committee is limited to those individuals directly involved in the accreditation activities of TMS as program evaluators, ABET commission members, ABET Board of Directors, or ABET Board of Delegates. Membership in The Minerals, Metals & Materials Society is strongly encouraged. For situations when special technical expertise is necessary to meet the needs of the Committee, case-by-case consideration will be recommended for the TMS Board of Directors to approve an Associate Membership (electronic only) for the nominee. This committee is represented to the TMS Board of Directors by the Professional Development Director who serves on this committee as an *ex officio* voting member.

### **Committee Officers**

Chair\*: Senior TMS member of the ABET Engineering Accreditation Commission (EAC)

Vice Chair: Next senior member of the EAC

Past Chair: The most recent chair of the committee

Accreditation Committee Member Term of Office, 5 years, can be renewed

ABET Engineering Accreditation Commission (EAC) Terms of Office: 5 year maximum; reappointed annually; membership in TMS is required.

- \* An exception may be made to the term length of the chair position to ensure a two year term minimum. The exception allows the extension of a maximum of one year to the term of a chair if his/her EAC term expires before a two year committee chair term is completed. In this case the chair may serve one year as committee chair while not the senior member of the EAC.

### **Meeting Schedule**

The Committee shall meet twice yearly: at the Annual and Fall meetings of the Society. Additional meetings may be called as deemed necessary by the Chair. Program evaluators must participate in a training session every two years to maintain eligibility to participate.

### **Subcommittee: TMS/ABET Leadership Group**

The TMS/ABET Leadership Group shall serve as a subcommittee of the Accreditation Committee.

### **Purpose Statement**

1. This subcommittee shall review accreditation reports prepared by TMS program evaluators for the purpose of ensuring consistent, meaningful, and proper ABET evaluations of programs for which TMS is responsible.
2. This subcommittee will elect nominees to represent TMS as members and alternates on the various ABET commissions and the TMS representative to the ABET Board of Delegates.
3. This subcommittee shall designate trainers for accreditation training sessions.

### **Subcommittee Structure**

This subcommittee shall consist of the TMS representatives and alternates to the various ABET commissions, and the representative to the ABET Board of Delegates. Participation on the TMS/ABET Leadership Group requires membership in TMS. The officers and chairs of this subcommittee are the same as those of the Accreditation Committee Meeting Schedule

This subcommittee shall meet in person at the Annual Meeting or by conference call to review the draft statements submitted by the TMS ABET program evaluators. This subcommittee shall also meet in conjunction with the Annual ABET Commission Meeting to evaluate the final statements on proposed accreditation actions for materials and similarly named programs.