

EXTRACTION AND PROCESSING MATERIALS DIVISION BYLAWS

ARTICLE I Name and Objectives

Section 1

The name of this technical division shall be the Extraction and Processing Division, hereinafter referred to as "EPD". The EPD shall function under the jurisdiction of the Board of Directors of The Minerals, Metals and Materials Society, hereinafter referred to as "TMS".

Section 2

The following technical committees are chartered under the jurisdiction of the EPD. The EPD, however, could amend the names of these technical committees, as well as expand and/or delete committees in response to changing needs of the membership. Joint and bridge committees under the EPD would also need approval by the associated division(s) prior to any committee change taking place.

1. Additive Manufacturing Committee (bridge committee)
2. Energy Committee (joint with LMD)
3. Hydrometallurgy and Electrometallurgy Committee
4. Materials Characterization Committee
5. Process Technology and Modeling Committee (joint with MPMD)
6. Pyrometallurgy Committee
7. Recycling and Environmental Technologies Committee (joint with LMD)

The EPD council can evaluate each (technical) committee about meeting their organizational and programming responsibilities. Upon approval by the Council, a technical committee not fulfilling its responsibilities, or not following its own bylaws, can be placed on probation, reorganized or dissolved.

In addition, the EPD Council shall appoint representatives to the following functional committees:

1. Content Development and Dissemination Committee
2. Education Committee
3. Industrial Advisory Committee
4. Membership and Student Development Committee
5. Professional Development Committee
6. Program Committee (two or more representatives)
7. Public and Governmental Affairs Committee

The EPD also chooses voting members for the following functions:

1. Nominations and Awards Committee Chair
2. International Liaison
3. Senior Advisors

All appointments will be made by the EPD chair.

Section 3

The EPD shall carry out and promote the mission of TMS as a group of worldwide professionals dedicated to the development, dissemination and application of scientific and engineering knowledge related to the extraction and processing of materials. In support of this mission, the EPD will:

1. Provide a forum for the interchange of ideas among extraction and processing professionals from industry, academia, and government in the broadest sense, via programming excellence in regional, national and international activities.
2. Recruit qualified new members to TMS through technical meetings and continuing education activities.
3. Provide leadership and a strong presence at the TMS Annual Meeting and other TMS meetings with EPD programs
4. Increase the international visibility and stature of the EPD.
5. Publish books, proceedings and other publications to disseminate knowledge derived from meetings, seminars, continuing education and symposia organized under the auspices of the EPD.
6. Enhance public awareness of the metals industry and the importance of metals, minerals and materials to an enhanced standard of living.
7. Seek out and develop mutually beneficial interactions with professional societies worldwide.
8. Contribute to TMS society-wide strategic initiatives to achieve these objectives.

ARTICLE II

Limitations and Dissolutions

Section 1

The bylaws and activities of the EPD shall conform to the bylaws and regulations of TMS.

Section 2

Advocacy conducted on behalf of TMS is coordinated by the Public and Governmental Affairs Committee. The EPD does not engage in any political or legislative advocacy activities and defers any requests to do so to the Public and Governmental Affairs Committee.

ARTICLE III

Membership

Section 1

Membership shall be limited to persons who are members of TMS and who are actively engaged in professional pursuits that lie within the scope of the EPD. If at any time an EPD member allows their membership with TMS to lapse, they will be subject to removal from the EPD.

ARTICLE IV

Composition

Section 1

The EPD shall be led by a chair, vice chair and past chair. The chair will be elected for a three-year term, vice chair for a three-year term and the past chair will hold a three-year term immediately following their term as chair. The beginning and expiration of all terms of office will coincide with the TMS Annual Meeting. The Vice Chair Nomination Policy and Process is attached as Attachment A.

The chair shall represent the EPD on the TMS Board of Directors. He/she may, at any time, appoint subcommittees and/or ad hoc committees for special projects, planning or other purposes.

The vice chair shall act on behalf of the EPD chair if he/she becomes unable to attend a meeting. He/she shall also assist the EPD chair by performing duties as assigned.

Section 2

Chairs (Liaison for the Additive Manufacturing Committee) of the technical committees mentioned in Article 1, Section 2 shall automatically be voting members of the EPD Council. Each technical committee under the EPD shall elect its chair according to its own committee bylaws. However, the committee bylaws must conform to the bylaws of the EPD and be approved by the EPD Council. It shall be the responsibility of the chairs of the technical committees to attend each EPD Council meeting. If attendance is not possible, then it shall be the responsibility of the committee chair to appoint an alternate (traditionally the committee vice chair) to attend the meeting and vote on his/her behalf.

Section 3

EPD representatives to functional committees and special members, as mentioned in Article 1, Section 2, are voting members of the EPD Council and shall serve a three-year term.

Section 4

TMS shall appoint a staff liaison to the EPD Council. This staff person will be a non-voting member.

Section 5

Failure by any EPD Council member to participate in meetings or follow TMS or EPD policies and procedures may be cause for replacement of the Council member during their term.

ARTICLE V Elections

Section 1

To maintain continuity, the vice chair shall normally be the next chair of the EPD Council. However, the chair-elect must be duly elected by the TMS membership, according to the process outlined in Section 3.6 of the TMS Bylaws, to serve as chair of a TMS technical division.

ARTICLE VI Meetings

Section 1

The EPD shall hold a Council meeting during the TMS Annual Meeting and additional meetings throughout the year via teleconference, webcasts or in person as deemed necessary by the chair. Quorum at any meeting or online vote shall consist of 50% of the EPD Council members.

ARTICLE VII Honors and Professional Recognition

Section 1

The chair of the EPD Nominations and Awards Committee is appointed by the EPD Council chair and will hold a three-year term, the beginning and expiration of which will coincide with the TMS Annual Meeting. This committee chair with the help of the technical committee chairs shall then invite four to six members of EPD's technical committees, to choose the recipients of these awards.

Section 2

The EPD Council, through its Nominations and Awards Committee, is responsible for the selection of recipients for the following division awards, and future awards which it may establish:

- EPD Distinguished Lecturer Award
- EPD Distinguished Service Award
- EPD Nagy El-Kaddah Award for Best Paper in MHD in Material Processing (with help from the creator of the award, Thinium Natarajan)
- EPD Science Award
- EPD Technology Award
- EPD Young Leaders Professional Development Award
- EPD Student Scholarship

If no nominations are received for the Distinguished Lecturer or the Distinguished Service Awards, the EPD chair has the option of submitting a nominee for the consideration by the Nomination and Awards Committee.

The Nominations and Awards Committee is also responsible for choosing the speaker for the EPD/MPMD Awards Luncheon, which is held each year during the TMS Annual Meeting. The EPD will alternate this duty yearly with the MPMD.

Section 3

The EPD Council, through the EPD chair, is responsible for the selection of recipients for the following division awards, and future awards which it may establish:

- EPD Student Travel Grant
- EPD conference registration waivers

Section 4

The technical committees are responsible for the selection of recipients for the following committee awards, and future awards which they may establish with approval from the EPD Council:

- EPD Pyrometallurgy Best Paper Award
- EPD/LMD Energy Best Paper Award – Professional
- EPD/LMD Energy Best Paper Award – Student
- LMD/EPD Subject Award – Recycling
- EPD/LMD Recycling and Environmental Technologies Poster Awards
- EPD Material Characterization Best Paper Awards
- EPD Material Characterization Poster Awards

Section 5

The EPD Council also jointly sponsors the AIME James Douglas Gold Medal. The award committee consists of three SME MPD representatives and three TMS EPD representatives (vice chair, past chair and Nominations and Awards Committee chair). The senior representative from the lead society serves as committee chair during that society's lead year. Bylaws may be amended by TMS and SME through the AIME Board of Directors.

Section 6

As noted in Section 1 above, the Nominations and Awards Committee also selects the recipients of the EPD Young Leaders Professional Development Award each year.

To help Young Leaders become involved in TMS, they may attend the EPD Council meeting held during the TMS Annual Meeting in the year of their award. In addition, the EPD vice chair will serve as the Young Leader mentor in order to help maximize the benefit of the experience for both the Young Leader and the EPD.

Section 7

The EPD Nominations and Awards Committee should also be active in submitting nominations for deserving EPD members for TMS society-wide awards such as Fellow, Educator, etc. The Nominations and Award Committee Chair should work with the Senior Advisors in supporting Fellow nominations and with the Technical Committee Chairs in identifying candidates for TMS or AIME awards. It should be kept in mind the progression of EPD Members from EPD-level awards to lower-level TMS awards and then to the upper TMS-level or AIME-level awards such as Fellow or AIME James Douglas Gold Award.

ARTICLE VIII

Budget

Section 1

An operations budget for EPD activities will be developed consistent with the TMS Technical Division Funding Policy. This policy is designed to provide the TMS technical divisions with the resources needed to effectively develop and administer programs given the Society's available resources. The EPD chair has the authority to draw upon these funds as defined in the EPD budget. The EPD budget is developed by the chair and then approved by the TMS Financial Planning Committee and Board of Directors annually.

ARTICLE IX
EPD Relationships & Memorandums of Understanding (MOUs)

Section 1

The North American Extractive Metallurgy Council (NAEMC) is designed to improve communication and collaboration between extractive metallurgy members of TMS, SME, and MetSoc. Each society has three voting members. The TMS members are the EPD Chair (as society lead), the International Liaison, and one more member selected at large by the EPD Chair. The Chair and International Liaison terms are three-year terms. The at-large member can be a one- to three-year term.

Section 2

The EPD uses MOU's to share conferences between other societies including Copper, Lead-Zinc, Nickel-Cobalt, Electrometallurgy, Hydrometallurgy, and Extraction. These MOU's are confirmed at the TMS Board of Directors' level. EPD will follow these MOU's and suggest modifications if needed.

As part of these conferences, a TMS lead is needed for host years and a TMS representative is needed for those conferences hosted by another society. The EPD Chair will work with former conference IOC's and committees and the pertinent technical committee chairs to select the TMS representative and/or lead. The conference lead organizes the conference based on the pertinent MOU with access to TMS staff for assistance. The lead makes selections of any committee members, though the EPD Chair may suggest members. Good practice would be to identify and train future leadership by active participation on these organizing/programming committees.

ARTICLE X
Amendments and Implementation

Section 1

These bylaws may be amended, by modification or addition, to ensure effective operation. Such amendments require an affirmative vote of at least two-thirds of the EPD Council members in order to be presented to the TMS Board of Directors for approval.

Section 2

These bylaws shall be reviewed each year. Any changes will become effective immediately upon approval by the TMS Board of Directors.

ATTACHMENT A

Technical Division Councils Vice Chair Nomination Process Policy Approved by the TDC – October 8, 2017

The Vice Chair of a Technical Division Council is to serve for a period of three years in anticipation of a subsequent three-year term as Chair of the Council, the latter being subject to the nomination and election process which is in place for this particular position (TMS Bylaws, Section 3.6).

NOMINATIONS

Three months prior to the TMS Annual Meeting (if the current chair's term will be ending), the Council Chair will solicit nominations from the members of TMS, the Council (including the current Chair, Vice Chair, and Past Chair), and their technical committees. Nominations (including self-nominations) will be submitted to TMS staff by a pre-determined deadline date. All nominations would then be sent to the Council Chair at least one month prior to the Council meeting. Nomination forms should include a one-page statement on behalf of the nominee, outlining his/her profession and field, as well as the relevant leadership competences and experience (both in general terms and with particular reference to TMS and the respective Council) and with due reference to the selection criteria for the position.

Upon closing for nominations by the pre-determined deadline date, the nomination forms received will be distributed among the voting members of the Council on a confidential basis (by staff). If there are no nominations submitted, the Council Chair, with the help of the Vice Chair and Past Chair, will jointly forward one or more nominees.

SELECTION

Voting will be conducted at a Council meeting, or if desired or necessary, by electronic ballot at least two weeks prior to the Council meeting. The results would then be announced at the Council meeting.

During the respective Council meeting at the ensuing TMS Annual Meeting, the candidate(s) will be introduced by the chair on the basis of the nomination forms.

If there are multiple candidates, there may be a discussion (in the absence of the nominees) among the current voting Council members (those not present can notify the Chair of their preference prior to the meeting in writing) and subsequent ballot will be held under the jurisdiction of the Chair. Any voting member who is also a nominee will be excluded from the vote. Upon counting the votes by the Chair, or his/her delegate, the new Vice Chair will be announced. Appointment will be by majority vote; if there is a tie between two or more candidates, the current Vice Chair's vote will prevail. If there is a single candidate only, he/she will be appointed by acclamation.