



## **MATERIALS PROCESSING AND MANUFACTURING DIVISION BYLAWS**

### **ARTICLE I Name and Objective**

Section 1      The name of this technical division shall be the Materials Processing and Manufacturing Division, hereinafter referred to as “MPMD”. The MPMD 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 MPMD. The MPMD, however, may amend the names of these technical committees, as well as add and/or delete committees in response to changing needs of the membership. Changes to joint or bridge committees under the MPMD would also require approval by the associated division(s) prior to any committee change taking place.

1. Additive Manufacturing Committee (bridge committee)
2. Computational Materials Science and Engineering Committee
3. Integrated Computational Materials Engineering Committee
4. Nanomechanical Materials Behavior Committee
5. Phase Transformation Committee
6. Powder Materials Committee
7. Process Technology and Modeling Committee (joint with EPD)
8. Shaping and Forming Committee
9. Solidification Committee
10. Surface Engineering Committee

Technical committees not meeting their organizational and programming responsibilities can be evaluated by the MPMD Council. 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 MPMD Council chair shall appoint voting representatives to the following functional committees

1. Content Development and Dissemination Committee
2. Education Committee
3. Industrial Advisory Committee
4. Materials Innovation Committee\*
5. Membership and Student Development Committee
6. Professional Development Committee

7. Program Committee (three representatives and up to two members-at-large, at the discretion of the Council chair)
8. Public and Governmental Affairs Committee

and to the non-voting additional representative position of Nominations and Awards Committee chair.

\*The Materials Innovation Committee chair position shall be held by the Integrated Computational Materials Engineering (ICME) Committee chair.

Section 3 The MPMD 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 materials processing and manufacturing. In support of this mission, the MPMD will:

1. Provide a forum for the interchange of ideas among materials processing and manufacturing professionals from industry, academia, government, consulting and suppliers 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 where MPMD programs exist.
4. Increase the international visibility and stature of the MPMD.
5. Publish books, proceedings and other publications to disseminate knowledge derived from meetings, seminars, continuing education and symposia organized under the auspices of the MPMD.
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 society-wide strategic initiatives to achieve these objectives.

## **ARTICLE II Limitations and Dissolutions**

Section 1 The bylaws and activities of the MPMD 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 MPMD 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 MPMD. If at any time an

MPMD member allows their membership with TMS to lapse, they will be subject to removal from the MPMD.

**ARTICLE IV  
Composition**

Section 1      The MPMD shall be led by a chair, vice chair and past chair (also known as the Executive Committee) who are voting members of the Council. 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. These terms will commence and conclude the day after the close of the TMS Annual Meeting in the year designated.

The chair shall represent the MPMD on the TMS Board of Directors. They 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 MPMD chair, to include voting privileges, if they become unable to attend a meeting. The vice chair shall also assist the MPMD 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 MPMD Council. Each technical committee under the MPMD shall elect its chair according to its own committee bylaws. However, the committee bylaws must conform to the bylaws of the MPMD and be approved by the MPMD Council. It shall be the responsibility of the chairs of the technical committees to attend each MPMD 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 on their behalf. This representative of the chair shall have voting privileges, if required, during the meeting.

Section 3      MPMD representatives to functional committees, as mentioned in Article 1, Section 2, are voting members of the MPMD and shall serve a term length designated by the functional committee bylaws.

Section 4      TMS shall appoint a staff liaison to the MPMD Council. This staff person will be a non-voting member..

Section 5      If a Council member is unable to fulfill their appointed role/responsibilities, or does not follow TMS and/or Council policies and procedures, the member may be asked to step down from their Council position. If this situation occurs, the Council Executive Committee (chair, vice chair and past chair) must agree to the decision. The current Council chair can then appoint an individual to fill the position for the remainder of the departing of the Council member’s term.

**ARTICLE V  
Elections**

Section 1 To maintain continuity, the vice chair shall normally be the next chair of the MPMD 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. The Vice Chair Nomination Policy and Process is attached as Attachment A.

## **ARTICLE VI Meetings**

Section 1 The MPMD 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. A quorum at any meeting shall consist of 50% +1 of the MPMD Council voting members (which includes Executive Committee members), the same extending to ballot votes conducted via email.

## **ARTICLE VII Honors and Professional Recognition**

Section 1 The MPMD Council shall establish a Nominations and Awards Committee, which is responsible for the selection of recipients for the following division awards, and future awards which it may establish:

1. MPMD Distinguished Scientist/Engineer Award
2. MPMD Distinguished Service Award
3. MPMD Young Leaders Professional Development Award
4. MPMD Student Scholarship
5. MPMD Travel Grant

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. This MPMD committee will alternate this duty yearly with the EPD.

As noted in Article I, Section 2, the chair of the Nominations and Awards Committee is appointed by the MPMD Council chair and will hold a three-year term, the beginning and expiration of which will coincide with the TMS Annual Meeting. They are a voting member of the committee. This committee chair will then invite/appoint four to six technical committee vice chair members of the MPMD Council to serve a one-year term to choose the recipients of these awards.

Section 2 As noted in Section 1 above, the Nominations and Awards Committee selects the recipients of the MPMD Young Leaders Professional Development Award each year. To help the award recipients become involved in TMS, they may attend the MPMD Council meeting held during the TMS Annual Meeting in the year of their award. In addition, the MPMD 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 MPMD.

Section 3 The division should also be active in submitting nominations of deserving members for TMS Society and Young Professional awards.

**ARTICLE VIII**  
**Budget**

Section 1      An operations budget for MPMD 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 MPMD chair has the authority to draw upon these funds as defined in the MPMD budget. The MPMD budget is developed by the chair and then approved by the TMS Financial Planning Committee and Board of Directors annually.

**ARTICLE IX**  
**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 MPMD 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

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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, They will be appointed by acclamation.