MATERIAL ADVANTAGE STUDENT PROGRAM AGREEMENT

The American Ceramic Society (hereafter ACerS), ASM International (hereafter ASM), Association for Iron and Steel Technology (hereafter AIST), and The Minerals, Metals & Materials Society (hereafter TMS) hereby agree to continue to jointly own, operate, and grow the Material Advantage Student Program under the following conditions:

1) Student Program

   a) Intent
      ACerS, ASM, AIST and TMS (hereafter referred collectively to “Partnering Societies”) understand the importance of sustained progress in the understanding and development of advanced materials. The Material Advantage Student Program, including Student Membership and Student Chapters, is intended to support student members in the pursuit of careers in materials science and engineering. Partnering Societies pledge to undertake and provide service, benefit, and support programs, at minimal or no cost, that will equip students for a lifetime of technical and professional excellence.

   b) Objective
      To ensure the future of the materials science and engineering and related professions by facilitating and supporting the education and career development of student engineers and scientists.

   c) Undergraduate Students
      The Material Advantage program is each Society’s sole undergraduate student membership category and undergraduate student program and Material Advantage Student Chapters are each Partnering Society’s sole undergraduate student chapters in the United States and anywhere else in the world.

   d) Graduate Students
      The Material Advantage program serves graduate students; however, each Partnering Society may offer its own “Society Specific” graduate student membership category and program for graduate students in the engineering and scientific disciplines that the Society represents.

      Members of a Society Specific graduate student program are not required to become members of the Material Advantage program. However, they may opt to pay dues to become a Material Advantage member.

   e) Conversion to Professional Society Membership
      Following graduation, it is the goal of each Partner Society that Material Advantage student members will continue their membership in the Partner Societies by applying for professional membership status in each society.
f) **Relationship to Individual Societies**
It is agreed that for the term of this agreement, all qualifying undergraduate student members will be accepted for membership only as Material Advantage student members, and that all future student chapters at post-secondary institutions, will be chartered as Material Advantage student chapters.

The Material Advantage Student Program is intended to be a unique program, separate from and in addition to those ACerS, AIST, ASM and TMS student membership and chapter programs that do not meet the criteria of the Material Advantage Student Program (e.g., student member programs at high schools, Society Specific Graduate Student Programs). These separate Partnering Societies’ programs will be administered, maintained and developed by their respective parent societies and are not subject to this agreement.

g) **Material Advantage Decision-Making**
The Partner Societies (represented by their Executive Directors/Managing Directors) will work to reach consensus on any policy changes. In the event that the parties cannot reach consensus on a particular course of action, a vote shall be taken with each party having one vote and a simple majority will determine the course of action. In the event of a tie, the motion is not acted upon. Voting may be by telephone or email if all Partner Societies are present and in agreement.

h) **Resolving Disputes**
If a Partner Society is in breach of this agreement, resolution will be obtained by the above Decision-Making Clause. The offending Partner will be notified in writing of the conflict by an Executive/Managing Director of a Partner Society and a vote will be held to determine a course of action. If a Partner Society habitually disregards this agreement and continually operates in breach of contract even after a vote has been taken to resolve the issue, certain sanctions may be placed on the dissenting organization. Sanctions can only be applied by a majority vote by the non-dissenting Partner Societies. In the event of a tie, see Material Advantage Decision-Making (1.g).

2) **Material Advantage Committee (MAC)**

The Material Advantage Committee (MAC) is volunteer-based and consists of four members from each Partner Society. Each Society will designate a staff liaison to the MAC.

The MAC is an advisory committee charged with identifying improvements to the Material Advantage Student Program on a routine basis. The MAC may recommend policy changes to the Partner Societies for their consideration and approval (See Attachment A for the Material Advantage Committee Bylaws).
3) **Administration and Communication**

a) **Administrative Society Assignments**
   For the term of this Agreement the Material Advantage Student Program administrative society assignments are as follows:

   - Material Advantage Student Membership Administration: TMS
   - Material Advantage Student Chapter Administration: ASM
   - Material Advantage Student Special Program Administration and Website maintenance: ACerS
   - Material Advantage Marketing and Promotion: AIST

b) **Annual Budget**
   Partner Societies will cooperatively prepare an annual operating budget for the Material Advantage Student Program. This budget will be agreed upon and approved by the Executive Directors of the Partner Societies before October 31 of calendar year and will include those expenses incurred in the administration of the Material Advantage Student Program, as outlined in this Agreement. Each society pays for expenses, as indicated by the budget, then is reimbursed at the end of the year. Travel expenses and other out-of-pocket expenses to administer an approved Material Advantage program may be included in the annual budget and will be reimbursable if approved by the Partner Societies. Some expenses, such as those at MS&T, are under a separate budget. Individual partner societies are responsible for costs of society-specific events. Any expenses incurred beyond the operating budget will be the responsibility of the administering society unless all societies have submitted a written statement of approval for the additional expense.

c) **Communication Standards**
   To ensure that the Material Advantage Student Program and all Partner Societies are promoted through publicly recognizable and consistent communication when produced and distributed from each society’s headquarters office, the following standards shall be adhered to:

   i. **Program Name and Description** – In all places where the Material Advantage Student Program is discussed, the program name should appear as follows: “Material Advantage Student Program,” or specifically “Material Advantage Student Chapters,” or “Material Advantage Student Members.”

   ii. **Promotion and Recruitment** – The Partner Societies will work to clearly communicate to universities or individuals about the Material Advantage Student Program. All promotion and recruitment initiatives and activities should be coordinated and administered by the Partner Societies to reduce redundancy, ensure a unified message, and promote cost effectiveness.
iii. **Logo** – All promotion and mass communications regarding the Material Advantage Student Program should prominently display the Material Advantage Student Program logo and the logos of all societies in a balanced and equal fashion where applicable.

iv. **Mailings** – Communication to the Material Advantage Student Chapters and/or membership shall be coordinated by the Partner Societies to eliminate any excessive or potentially conflicting information from being distributed. For specific e-mail communication to students and general use of the database, see Communication Plan (Attachment B). Via an opt-in mechanism on the membership application and dues renewal form, Material Advantage Members will be provided an option to receive additional mailings from any selected Partner Society at the discretion of that Partner Society.

v. **Material Advantage Sponsored Events** – Events that are sponsored and/or funded by Material Advantage should include equal exposure for all partners (society-specific logo items, literature, promotional items, etc. are prohibited unless agreed to in advance by Partner Societies).

4) **Student Membership**

a) **Eligibility**

i. **Material Advantage Student Membership Eligibility** – Any currently enrolled post-secondary student, majoring in the field of materials science and any other related engineering or scientific discipline (including metallurgical, mechanical, electrical, and chemical, etc.) is eligible for Material Advantage Student Membership.

ii. **Membership Approval** – A confirmation email is sent to each new student member acknowledging their application and confirming their admission into the Material Advantage Student Program. Member cards will be available electronically or physical cards will be sent to students upon request.

iii. **Membership Within a Student Chapter** – All students attending a university where a student chapter has been established are automatically a member of that student chapter. Students may only be a member of the chapter that is affiliated with their university. Students who are enrolled at universities without chapters may do joint programming with established chapters but cannot become members with said chapters.

b) **Membership Dues**

Each year before July 1 the MAC will review and recommend any changes to the current Membership Dues, Chapter Rebates, and/or Student Chapter start-up allowance
for the Partner Societies to approve (See Attachment C for current Dues, Rebates and Allowances Schedule).

i. **Membership Dues Revenue** – The total revenue from the membership dues shall be assessed from January 1 through December 31 of each year.

ii. **Membership Year** – The Material Advantage Student Membership year runs January 1 through December 31. New member dues are based on the following schedule: Applications submitted January – July; prevailing dues for the current calendar year. Applications submitted August – December; prevailing dues for the remainder of the current calendar year and the entire following year. In succeeding years, all student members will be billed membership dues beginning in September of the following year.

iii. **Chapter Membership Rebate** – A per-student chapter rebate is sent to qualifying, active student chapters annually. The qualifying membership rebates are determined by the number of paid (i.e., “active”) Material Advantage student members within the chapter as of January 1 of each year. The chapter rebates will be calculated and distributed to qualifying chapters by the Student Chapter administrator (ASM). Checks shall be mailed to the chapters on or before February 1st.

iv. **Membership Dues Revenue Distribution** – Membership revenue will be split equally amongst the Partner Societies once all agreed upon student program expenses, and the chapter membership rebates are deducted from the total revenue received. The Student Membership administrator (TMS) shall rebate the other Partner Societies for its share of the student membership dues. All revenue and expense transactions shall be finalized by December 31 each year and the transfer of funds to the other societies shall be completed by January 31.

5) **Joint Society Responsibilities**

a) **Promotions** - The Partner Societies will share the costs equally for producing and distributing promotional materials, prize money, awards and other Student Program activities as agreed to during the budgeting process. All promotions will be coordinated and agreed upon by the Partner Societies.

b) **Benefits and Services** - Student Membership benefits, to be determined by each Partner Society, will include but are not limited to:
   - Membership in a Material Advantage student chapter if one has been established at their university.
   - Each Partner Society’s flagship magazine/journal will be available at all times in electronic format, and can be mailed at the discretion of each organization.
   - Discounted conference registration fees at the discretion of each organization.
   - Discounted rate on publications.
   - Information on career/internship opportunities.
   - Scholarship opportunities.
• Student contests and competitions.
• Annual Chapter Leadership Workshop.

6) Administrative Society Responsibilities

Material Advantage is jointly operated by the Partner Societies. Administrative responsibilities are divided among the Partner Societies as follows:

a) The Student Membership administrator (TMS) has the responsibility of sharing current and accurate data with the other Partner Societies on a routine and timely basis. Student member downloads are available to partner societies on a daily-basis and are updated every 24-hours. TMS will provide monthly and yearly stats to the Material Advantage Committee on an as-needed basis. TMS will also be responsible for maintaining the student database and managing the yearly dues invoice cycle.

b) The Student Chapter administrator (ASM) will provide regular reports on active student chapters, chapter faculty advisor information, chapter award winners, chapter rebate payments and copies of chapter annual reports upon request. ASM will maintain a spreadsheet of both active and dormant chapters, including contact information, for marketing purposes.

c) The Student Special Programs administrator (ACeRS) will provide pre-program development updates and opportunities for input, program implementation plans and budgets, and post-program reports on participation, program evaluation and recommendations for improvement. ACeRS is also responsible for maintaining and updating the Material Advantage web site.

d) The Material Advantage Marketing administrator (AIST) will promote the Material Advantage Student Program to students and universities with and without a Student Chapter. AIST is responsible for the Material Advantage Newsletter including design, edit and electronic distribution, and the design and production of promotional materials (brochures, etc.). In addition, AIST will create and maintain the Material Advantage marketing plan (developed with input from the partner staff liaisons regarding specific goals and the types of information needed) and an annual activity report.

7) Student Chapters

a) Eligibility

i. Student Chapter Eligibility – Student Chapters are formed at post-secondary institutions upon application for a student chapter charter, initiated by student members or faculty. All Partner Societies shall grant the charter upon approval.

ii. Conditional Chapter Approval – It is the understanding that the student chapter petition will be conditionally approved under the following circumstances:
• With the support of a faculty member who is willing to serve as faculty advisor (All Material Advantage Faculty Advisors are given a complimentary membership in all partner societies).
• After the formal petition is signed and submitted by a minimum of 15 student members and the appointed faculty advisor. Petitions submitted with less than 15 student members will be reviewed on an individual basis.

iii. Final Chapter Approval – Final chapter approval is granted after all Partner Societies have formally approved the petition.

b) Administrative Responsibilities

i. Responsibility – The Student Chapter administrator (ASM) will serve as the collection and distribution point for all student chapter records as listed below. ASM has the responsibility of sharing current and accurate data with the other Partner Societies on a routine and timely basis in the method agreed to at the start of each year. Specific responsibilities include but are not limited to:
  • Providing monthly chapter roster updates to the other Partner Societies upon request;
  • Production, update and distribution of the Student Chapter Handbook;
  • Processing of new petitions through all Partner Society Boards;
  • Collection of chapter Annual Reports and Bylaws;
  • Coordination of chapter Bylaw changes;
  • Collection of chapter officer and faculty advisor lists and updates.

ii. New Chapters – Upon conditional chapter approval, the Student Chapter administrator (ASM) will forward the student chapter a start-up allowance check.

iii. Supplies – The Student Membership administrator (TMS) is responsible for provision of stationary and supplies, which display the logos of all societies, and use of these materials for all communication with student members.

iv. Website – ACerS is responsible for maintaining a current and accurate list of student chapters on the Material Advantage website.

c) Benefits and Services

Material Advantage Student Chapter benefits and services will include but are not limited to the following:
• Participation in the Chapter of Excellence Program.
• Participation in competition programs.
• Regular mailings to update faculty and students on individual and cooperative society activities, including upcoming conferences, workshops, publications and student contests.
• Assistance from Partner Society staff in generating chapter activity and participation.
• Active student chapters will receive financial support through rebates based upon
  the number of affiliated student members.
• Chapter travel grants for MS&T and individual partner annual meetings.

8) Society Relationship

a) Meetings
The staff liaisons of the Partner Societies will meet twice yearly—once at MS&T in
addition to the Material Advantage Committee meeting and one time each summer in
person or by teleconference to hold a strategic planning meeting (including marketing
tactics). The purpose of such meetings will be to review existing procedures,
agreements and budget proposals and to look for refinements in the Material Advantage
Student Program.

b) Activities and Programs
As part of the Agreement, the Partner Societies will sponsor activities and programs that
benefit Material Advantage student members and chapters, alternating the administrative
responsibilities of such. Three such examples are:

i. Student Activities – Each society may host a Material Advantage student program in
   conjunction with its own society Annual Meeting. All Material Advantage students
   may be invited to participate. Student Activities may include but are not limited to:
   • Career Forum and Job Fair
   • Student/Faculty Mixer
   • Student Lounge/Career Corner
   • Roundtable Dinner/Reception

ii. Student Contests and Competitions – ACerS will coordinate the annual contests and
    special programming to be held at co-sponsored Material Advantage events.

iii. Chapters of Excellence Awards Program – To recognize and reward outstanding
    achievement by Material Advantage student chapters, the Partner Societies sponsor
    the annual Chapter of Excellence Awards. The Student Chapter administrator (ASM)
    will coordinate this program, and winners will be chosen by a selection Committee
    composed of professional members from all four societies. The awards will be
    presented annually, at MS&T where all Partner Societies are represented. All active
    Material Advantage student chapters are eligible to participate in this competition.

c) Other Cooperative Activities
Activities not covered under the Material Advantage Student Program agreement, but in
which all Partner Societies are involved, should be termed “cooperative.” Cooperative
programs, usually initiated by one society, then co-sponsored by the others, require
formal approval by all Partner Societies to become a part of the Material Advantage
Student Program Agreement.

d) Individual Society Activities and Programs
All Partner Societies agree that in addition to the Material Advantage Student Program activities, there may also be a desire for individual societies to hold their own events/create their own programming. Before creating new undergraduate student programming/activities, the initiating society will bring this activity to the attention of the other partners so that they are aware of the addition/change. These new programs must not overlap any programming currently being offered by Material Advantage.

e) **New Partners**
Outside organizations that are interested in exploring partnership in the Material Advantage Program should direct a “letter of interest” to one of the Partner Society’s Executive Directors/Managing Directors. If the Partner Societies vote to approve a new partner a new Material Advantage agreement will be devised.

9) **Approval and Term**

This agreement will supersede any existing Material Advantage agreements among the Partner Societies and will become effective and remain in effect for three years from the date of signing. The Partner Societies will review the agreement every three years and renew it for successive three-year periods unless one or more of the Partner Societies notifies the others, in writing, of the intent to renegotiate or discontinue this agreement. A party or parties wishing to discontinue this agreement must give one-year notice to the other Partner Societies.

This agreement represents the entire understanding of the parties with respect to its subject matter. This agreement may be amended only by written instrument executed by all parties. Changes to the attachments to this agreement may be made without changes to the agreement (i.e. Dues, Rebates and Allowance Schedule) with the approval of the Executive Directors of the Partner Societies.

The Agreement has been agreed to by the following:

Jim Robinson  
Executive Director, TMS  
7/24/17

Bill Mahoney  
Managing Director, ASM  
6/1/17

Charlie Spahr  
Executive Director, ACerS  
6/22/17

Ronald E. Ashburn  
Executive Director, AIST  
29 June 2017
Attachment A

Name: The Material Advantage Committee (MAC)

Purpose: The MAC shall work with the Material Advantage Student Members and the Partner Societies. The Committee will be responsible for identifying the needs of the Material Advantage Student Program, suggesting and coordinating student activities, and providing administrative oversight. The Committee may recommend changes to student activities, dues, responsibilities, etc. for review and approval by the Partner Societies.

The Committee will support the communication, coordination and implementation of the key tactics and strategies in regards to Material Advantage Student Membership and Chapter growth.

Executive Communications: Formal recommendations of the MAC to the Partner Societies should bear the signatures of all Partner Society representatives and/or the signature of the MAC chairperson where applicable.

Procedures: Prior to each meeting an orientation will take place to acclimate new members to the committee, its purpose and structure. This can also be provided as a Power Point presentation on the committee Home Page.

Structure: The MAC will be made up of 16 members, consisting of 4 volunteer members from ACerS, AIST, ASM and TMS.

Term of Office: The Vice Chair will be appointed for a term of 3 years, rotating to Chair for 1 year and Past Chair for 1 year. The Chairperson and Vice Chairperson will rotate between a member of ASM, a member of TMS, a member of AIST and a member of ACerS. The, Vice Chair will be elected at the Fall MS&T meeting, and the Chair and Past Chair simultaneously confirmed. Committee members interested in serving as Vice Chair should notify the Chair prior to MS&T. Each society will determine the tenure of their representatives. The committee (and Partner society) may extend officer terms by consensus.

Meetings: The MAC will meet in person at least once annually at MS&T. Additional meetings may be held as needed. Attendance via teleconference to any meeting is acceptable. A meeting will be considered official only if attended by at least the MAC Chair and one volunteer representative from each Partner Society along with their staff liaisons.

Staff Liaisons: The MAC will be supported by four, non-voting, staff liaisons, consisting of one from each Partner Society. The staff liaison from the MAC Chair’s society will serve as the staff administrator for the committee during that individual’s term. Duties include arranging conference calls and meetings at MS&T, updating/distributing the committee roster, and preparing meeting agendas and minutes for any proceedings their Chair presides over. The staff administrator will rotate in succession with the committee chair.
Attachment B

Material Advantage Electronic Communication Plan

**History** – The following plan was established by the Material Advantage Committee on March 30, 2007, to keep students informed of all Material Advantage news, and information from each partner, in an organized, and controlled manner.

**Plan** - All electronic communications with the Material Advantage student members should not exceed:
- The Material Advantage Newsletter issued monthly as determined by the MA staff liaisons. All information regarding student activities at MS&T will be included in this newsletter along with all Material Advantage Chapter information.
- Each partner may send two monthly notices of their choosing (electronic journal online notice, scholarship deadline, etc.)
- Each partner may send monthly, as needed, one mini-newsletter to the students with all information specific to students and that partner’s student events, promotions, contests, scholarships, scholarship winners, conferences, etc. The exception would be e-mail communications from local chapters and/or sections to students in their respective areas, about their local events. The following schedule shall be established; ACerS – week one, AIST – week two, ASM – week three, TMS – week four. Partners are free to switch weeks during any given month if agreed between staff liaisons.
- Individual partners may begin marketing professional membership to graduating students two (2) months prior to their anticipated graduation date.

Unless a Material Advantage Member opts in to receiving additional communications from a specific Partner Society, no additional e-mails will be sent to the Material Advantage members from the direct Material Advantage partners, including affiliate organizations and foundations, except local chapter and section e-mails. Any additional e-mail communications to the students must be agreed upon by all four partners or based on the expressed request of the Material Advantage Member. This agreement does not limit e-mails to the faculty advisors or the chapter chairs.

In addition, the Material Advantage membership database, in whole or part, shall not be released to any organization without written consent from all four partners.

One staff representative from each partner shall have a membership to Material Advantage to assist in the monitoring of this initiative and to continue to provide quality service to the membership.
Attachment C
Dues, Rebates and Allowance Schedule

1. Membership Dues

Upon recommendation from the MAC the Partner Societies will review and approve/disapprove any changes to membership dues on an annual basis.

The current student membership dues are $30 per student per year.

Developing Countries: In an effort to recognize that potential student members may reside in economically-challenged areas of the world, the Material Advantage Student Program will offer a reduced membership rate. Economically-challenged countries will be determined by the World Bank criteria.

The current member dues for students from these countries are $15 per student per year.

2. Chapter Rebates

A per-student chapter rebate is sent to qualifying, active student chapters annually. The qualifying membership rebates are determined by the number of paid Material Advantage student members within the chapter as of January of each year.

The rebate amount will be based on the number of paid (e.g., “active”) student members in each chapter as of January 1 each year. Checks shall be mailed to the chapters on or before February 1st.

Upon recommendation from the MAC the Partner Societies will review and approve/disapprove any changes to rebates on an annual basis.

The current chapter rebate is $5.00 per student member per year.

3. New Chapters

Student chapters are formed at post-secondary institutions upon application for a student chapter charter, initiated by student members or faculty. Final chapter approval is granted after the Partner Societies have formally approved the petition.

Upon conditional chapter approval, the Student Chapter administrative society (ASM) will forward the student chapter a start-up allowance check.

The current allowance check is in the amount of $150.