



PROFESSIONAL REGISTRATION COMMITTEE BYLAWS

Purpose Statement:

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

- Manage the Metallurgical and Materials PE Exam Process through the committee structure
- Liaise with NCEES, NCEES-POLC, and NSPE
- Prepare and review Metallurgical and Materials Engineering PE Exam items
- Support administration of the Metallurgical and Materials Engineering PE Exam through assembly, pre-testing and post-test evaluation of the exam, development of study guides and sample questions, and implementation of periodic Professional Activities and Knowledge Studies, as required by NCEES exam development practices, to ensure the exam is relevant to current engineering practice.
- Monitor the FE registration process to support and encourage PE licensure in Metallurgical and Materials Engineering

Committee Structure:

The voting membership of the committee shall consist of a Chair, Vice Chair, Past Chair, TMS Board Director of Professional Development, and TMS members-at-large functioning as PE Exam item writers and/or reviewers. The TMS Board Director of Professional Development will serve as the liaison between this committee and the TMS Board of Directors. In addition, the NCEES Exam Development Engineer may serve as a liaison between NCEES and the committee. No minimum or maximum number of committee members is required, however, voting membership of the committee shall be limited to the TMS Board of Director of Professional Development and persons who have achieved the PE designation, are members of TMS, and annually agree to serve as an officer, item writer, and/or reviewer. Licensed professional engineers who are not members of TMS, but are members of other relevant technical societies (ACerS, for example), may serve as item writers/reviewers and as non-voting members of the committee.

Item writers/reviewers are strongly encouraged to attend a meeting or workshop at least once every two years. New members should be annually recruited from a listing supplied by relevant state engineering boards or NCEES of candidates successfully passing the Metallurgical and Materials engineering exam. Admission of new members shall be subject to the review and approval of the chair.

Term of Office:

Chair:	2 years, membership in TMS required.
Vice Chair:	2 years, membership in TMS required.
Past Chair:	2 years, membership in TMS required.
Voting Member:	5 years, membership in TMS required, required annual commitment of service, term can be renewed on an unlimited basis.

Meeting Schedule:

The committee shall meet at least twice yearly to conduct administrative business; typically at the TMS Annual Meeting, scheduled in the spring, and MS&T, which is usually scheduled in the fall. Item Writing Workshops will be scheduled at an appropriate frequency and in appropriate locations usually coinciding with the TMS Annual Meeting and MS&T.