



## PROGRAM COMMITTEE BYLAWS

### **Purpose Statement**

The committee will plan, coordinate, execute, monitor and support short (1-2 year) and long-term (3-10 year) TMS programming in the technical areas encompassed by the five technical divisions of the Society. It reviews programming policy and recommends appropriate changes to the TMS Board of Directors. This is responsible for the technical gridding of the TMS Annual and MS&T Meetings to include committee-sponsored symposia, general abstract papers, poster sessions, international symposia, and hot topic programming.

### **Procedures**

The committee will consider at its periodic meetings TMS programming plans, policies and procedures to verify that those presently being considered or operable are relevant and timely; and to develop new plans, policies and procedures where needed; and to review recently completed programs to determine how programming can be improved. Each division representative(s) shall prepare a report for each meeting summarizing their programs, plans, activities and results.

### **Structure**

This committee will consist of the following:

- Committee Chair who is the TMS Programming Director serving on the TMS Board of Directors.
- Five division programming representatives (minimum of one per division; maximum of three per division)
- Additional at-large division representatives may be included at the discretion of the Program Chair.
- Two programming liaisons for MS&T.

### **Term of Office**

Chair: 3 years  
Members: 3 years

## **Meeting Schedule**

The committee meets twice annually as a minimum; once at the TMS Annual Meeting, and once in the Fall. Those committee members involved in the technical program gridding of the TMS Annual and MS&T Meetings, to include committee-sponsored symposia, general abstract papers, poster sessions, international symposia and hot topic programming, shall meet shortly following the general abstract deadline for these two meetings (April 15 for the MS&T Meeting and August 15 for the Annual Meeting). Additional meetings may be called at the discretion of the Chair.

Revised and approved by BOD July 24, 2016

Reviewed by EC May 19, 2010

Approved by BOD on August 13, 2009

Main/Exchange/Governance/TMSAdministrative&PolicyManual/ProgramCommitteeBylaws