



**TMS Division-Sponsored Honorary Symposia Policy**  
**(Approved June 21, 2013)**  
**(Amended December 31, 2014)**  
**(Amended February 5, 2018)**  
**(Amended October 26, 2020)**

The purpose of TMS division-sponsored honorary symposia is to recognize and honor the exceptional contributions of TMS members in a wide variety of professional endeavors. This policy addresses honorary symposia sponsored for the following meetings, each held annually:

1. TMS Annual Meeting: Each division may sponsor and conduct one honorary symposium (five total).
2. Materials Science & Technology (MS&T): TMS, via division sponsorship, may conduct one symposium overall.

This document outlines the procedure for proposing and selecting a division-sponsored honorary symposium for each meeting.

**HONOREE REQUIREMENTS:**

An honorary symposium may honor one or more persons. To be considered for a division-sponsored honorary symposium, the honoree(s) must have documented evidence that they have shown a sustained commitment to TMS via continuous membership for the past 5 years, or 20 years membership over the course of their career.

The TMS Technical Divisions & Executive Administrator (TMS Administrator) shall confirm that the honoree meets the membership criteria.

**NOMINATION PROCESS:**

For each division, the nomination process begins at the technical committee level and must start at a point in time that allows for division council and/or Technical Division Council (TDC) approval, as well as TMS Program Committee review in advance of the honorary symposium presentation.

A symposium organizer must be appointed from the technical committee to be the point of contact for the honorary symposium and to prepare the written proposal, which consists of the following documents (proposal forms are attached):

1. Honorary Symposium Proposal - Honoree Biographical Information
2. Honorary Symposium Proposal - Program Planning

The honorary symposium proposal is coordinated by the TMS Administrator who provides the application forms to the committee and tracks the application from its submittal by the technical committee organizer through the approval by the technical division/TDC and beyond. Completed proposals must be received by the TMS Administrator by November 30 in order that they are included in

the division council's agenda for approval at or before the upcoming meeting held during the TMS Annual Meeting. These proposals will be for symposia to be presented one year out from the TMS Annual Meeting and approximately 18 months out from the MS&T meeting date, i.e.:

1. TMS2022 applications will be submitted to the Administrator by November 30, 2020 and presented to the division council for approval at their meeting held during TMS2021.
2. MS&T22 applications will follow the exact procedure as above, but will include an additional review by the TDC (post Annual Meeting) of any proposals approved of by the division councils for MS&T.

#### APPROVAL PROCESS:

##### TMS Annual Meeting:

1. At or before an upcoming division council meeting, voting members of the division council will examine the supporting materials and select, at most, one of the submitted honorary symposium proposals through a council vote. If a tie vote or another extraordinary circumstance shall arise, then the TDC shall have the discretion to deal with unique cases or situations.
2. In the event that multiple proposals are submitted by any given council for the same year, and all five division councils have approved symposia, then the proposal(s) not selected by council vote may be considered for a sixth "at-large" honorary symposium slot. Any and all additional division council honorary symposium applications can then be submitted to the TDC for approval. In the event that there is an open slot in another division (no applications received/approved), then the council chair holding the additional application may ask that chair to use the open slot for their second proposal.
3. Once the symposium has been approved, the TMS Program Committee will review the content to ensure the relevance of the topic to the scope of the conference, as well as for purposes of optimum program planning. Members of the Program Committee will coordinate any recommended changes to the symposium content with the TMS Programming Manager and the symposium organizer.

##### MS&T:

1. At or before an upcoming division council meeting, voting members of the division council will examine the supporting materials and select, at most, one of the submitted honorary symposium proposals through a council vote. If a tie vote or another extraordinary circumstance shall arise, then the TDC shall have the discretion to deal with unique cases or situations.
2. The approved symposia are submitted to the TDC for review and one symposium will be selected to represent TMS at the meeting. This process is to be completed by May 31.

#### SYMPOSIUM NAME:

To assure a consistent format for each symposium and any subsequent publications, the following naming convention example (topic, division sponsor, honoree) should be used for all honorary symposia, i.e.:

*Progress towards Rational Materials Design in the Three Decades since the Invention of the Embedded Atom Method: An MPMD Symposium Honoring Michael Baskes*

#### CONFERENCE PROCEEDINGS:

For the TMS Annual Meeting only, and as with any technical symposium, an organizer has the option to pursue a stand-alone conference proceedings volume and will coordinate this via the standard TMS process.

EVENTS RELATED TO THE SYMPOSIUM:

For the TMS Annual Meeting only, and once approved, the TMS Administrator will review the proposal to coordinate any additional functions to be planned in conjunction with the symposium, i.e. a professional development course or social function with the TMS Programming and Events staff.

FOR THE HONOREE:

1. The TMS Administrator will provide a VIP registration form waiver form to the honoree for the meeting at which they will be honored.
2. TMS will provide a plaque for presentation to the honoree at the symposium.