



TECHNICAL DIVISION COUNCIL BYLAWS

Purpose Statement:

The Technical Division Council (TDC) is a member group consisting of all technical division chairs and vice chairs. The Council provides a platform to information share about divisional activities, to coordinate and collaborate on common initiatives, and to discuss issues and topics that cross-cut the responsibilities of the technical divisions. The Council also responds to requests as issued by the Board of Directors, volunteer bodies, and staff. The Council acts in an advisory and coordinating capacity; it has no authority to impose decisions or recommendations on divisions either individually or collectively.

Duties:

In support of the Council's Purpose Statement, the Council members meet and communicate as necessary to assure consistent coordination, advice, and information sharing among division leaders. Specific duties include:

- Responding to requests from the Board of Directors.
- Considering challenges to divisions and developing advice and recommendations that may be considered by a division or divisions in addressing a challenge. This may include the development and proposal of new policies for consideration by the divisions.
- Sharing best practices and cautioning about worst practices.
- Identifying potential synergies among divisions.
- Working to reduce redundancies.
- Facilitating the negotiation of solutions if more honorary symposia are proposed than can be accommodated.

Composition:

Comprising a roster of all ex-officio members, the Council membership consists of all seated technical division chairs and all seated technical division vice chairs. The division chairs are the voting members of the Council.

For a one-year term, beginning at the end of one TMS Annual Meeting and Exhibition and continuing until the end of the next TMS Annual Meeting and Exhibition, a Council Chair is elected by the Council from a slate of candidates comprising the voting members of the Council. The voting process is managed by the seated Council Chair. Candidates for Council Chair may self-nominate or be nominated by another voting member of the Council.

The Council Chair is responsible for the following duties:

- Develop the agenda for Council meetings and lead these meetings.
- Schedule the Council meetings.
- Serve as a voting member of the TMS Executive Committee.
- Report on Council activities to the Board of Directors and other volunteer bodies as needed.

If the Council Chair is unable to fulfill a duty, the Council Chair will appoint one of the voting Council members to fulfill the duty on the Council Chair's behalf. If the Council Chair cannot complete the term as Council Chair, the Council Chair or a voting Council member appointed by the Council Chair will arrange an election to appoint a voting Council member to complete the remainder of the vacated term.

A voting Council Member may serve no more than two consecutive one-year terms as Council Chair.

The Council is supported in its work by a staff liaison.

Voting and Quorum:

The Council may make a decision by simple majority vote of a quorum. A quorum is a simple majority of voting Council members.

Meeting Schedule:

The TDC shall meet a minimum of two times per year in person, at the TMS Annual Meeting and Exhibition and the TMS Fall Meeting at MS&T. At the discretion of the Council Chair, additional meetings may be scheduled and held virtually.

Quorum:

At all meetings of the TDC, the presence of a majority of the current voting members shall constitute a quorum. In addition to those who are present in person at a meeting, members shall be deemed as present if they are able to participate via an available teleconference or virtual component.

If a vote is required on any active business of the TDC outside of an in-person or virtual meeting, an email ballot may be sent to all voting members with a majority vote needed to pass the matter at hand.

Council Actions:

The act of a majority of the voting members at a meeting shall be the act of the TDC.

If there is a voting tie on a TDC action, i.e. due to an abstention, the TDC chair will cast the tie-breaking vote.