

BOARD OF DIRECTORS MEETING ♦ MINUTES ♦ Sunday, January 21, 2018
Hilton Daytona Beach Resort, Daytona Beach, Florida

Board Members Present:

Michael Alexander, President
Sylvia Johnson, President-elect
William Lee, Past President
Daniel Lease, Treasurer
Manoj Choudhary, Director, via phone
Kevin Fox, Director
Dana Goski, Director
Martin Harmer, Director
Lynnette Madsen, Director, via phone
Sanjay Mathur, Director
Martha Mecartney, Director
Greg Rohrer, Director

Board Members Absent:

Doreen Edwards, Director

Non-Voting Board Members Present:

David Johnson, Parliamentarian
Ashley Hilmas, PCSA Representative
Charlie Spahr, Executive Director

Others Present:

Tatsuki Ohji, President-elect Nominee
Victoria Christen, PCSA

Staff Present:

Eileen De Guire
Marcus Fish
Bill Janeri
Michael Johnson
Sue LaBute
Mark Mecklenborg
Kevin Thompson

Action Items	Responsible Party/Owner	Status
Lynnette Madsen requested that the Meetings Committee report be adjusted to reflect that the AVS practice mentioned on page 2 was not 'recent' so strike the word 'recently' from the report.	Mark M	Completed
The Meetings Committee update the best practice document, distribute it to the Board and provide an update at the May Board meeting.	Mark M	Completed
Lynnette requested that the minutes for the Multi-Society Diversity Council be posted on the governance page of ceramics.org.	Kevin T	Completed
Kevin Thompson and the Members Services committee will develop a time table to gauge volunteer commitment and will report at the May meeting.	Kevin T	In process
The sub-committee on Diversity and Inclusion recommended that the Board approve the inclusion of questions on gender and whether a nominee is from underrepresented groups or from outside the U.S. on all Nomination forms issued by the Nomination committee and Award Committees. After discussion, the Board suggests that the committee reconsider this action as they are not comfortable with asking any questions around gender.	Lynnette	Completed
Mike suggests discussing the gender question with the Division leaders at the October meeting.	Mike	Pending
Lynnette suggested changes to the International Chapters rules to delete the requirement that residence in the International Chapter geographic region be a prerequisite for membership in the Chapter as she would members to have the ability to join international chapters where they have collaborations, family ties, other roots, etc. David will prepare the necessary constitution revision.	David J	Will be discussed at the May Board meeting
David Johnson will prepare the necessary constitution revisions/updates to add the Humanitarian Activities Network.	David J	Completed
Greg Rohrer will identify two leaders for the HAN.	Greg R	In process

1.0 CALL TO ORDER AND OPENING STATEMENTS

President, Mike Alexander, welcomed everyone to Florida and called the meeting to order at 9:00 a.m. There were no additions to agenda.

2.0 APPROVAL OF CONSENT AGENDA

- **Approval of Previous Board Meeting Minutes**
October 7, 2017 and December 20, 2017

Approval of the minutes was deferred until the May meeting.

- **Acceptance of Committee Reports**

Action Item: Lynnette Madsen requested that the Meetings Committee report be adjusted to reflect that the AVS practice mentioned on page 2 was not 'recent' so strike the word 'recently' from the report.

Action Item: Request that the Meetings Committee update the best practice document, distribute it to the Board and provide an update at the May Board meeting.

On motion by Greg Rohrer, seconded by Martha Mecartney, the Board voted unanimously to approve the committee reports with the change to the Meetings Committee report.

3.0 INDIVIDUAL BOARD MEMBER

Board members provided updates of their ACerS related activities that have taken place since the last Board meeting in October.

Action Item: Lynnette requested that the minutes for the Multi-Society Diversity Council be posted on the governance page of ceramics.org.

4.0 PRESIDENT'S UPDATE

4.1 Advocacy Committee

Mike reported that one way to support the manufacturing members of the Society is discussions with U.S. legislators to promote and highlight what the Society does, explain the contribution to academia, government and industry and also the impact/domino effect that the Society faces with the 'shutdown' that is occurring at the moment.

4.2 Engagement with Division, Section and International Chapter Leaders

Mike reported that a Division leader's call with Board members and PCSA delegates was held January 11th with over 40 participants. Divisions are participating in the MS&T planning. Glad to report that the Bioceramics Division was approved and is up and running.

4.3 Younger members (BoD membership, GGRN/PCSA)

Mike commented that the PCSA is doing a great job, they are a very energetic and engaged group, and he would like to see their involvement expanded.

4.4 Industry (Corporate Partnership progress, Manufacturing Division)

Mike reported that there are 165 corporate partners/members, which is an increase of six members over last year – eight diamond and 10 sapphire. He suggested that we approach American tile manufactures for membership as there are many more in the U.S. now.

5.0 FINANCIAL UPDATE

5.1 Full Year Preliminary Results

Dan Lease reviewed the preliminary year- end financial results, reporting that ACerS is projected to end the year with a \$47K surplus, CPC with a negative \$187K, for a combined surplus of negative \$317K after expenses for CGIF are deducted. He noted that the CPC deficit primarily was driven by decreased product

sales and meetings, as well as decreased subscription and advertising sales. Plus the difficult transition to Mequoda impacted the results negatively as well. The good news is that 2018 results are off to a positive start.

5.2 2017 Investment Results and Major Fund Balances Update

Dan reported year-end cash and equivalents of \$9.1M, with growth on investments of \$1.2M. The investment portfolio saw a great return that helped the deficit on operations.

5.3 2018 Budget Review and Approval

Dan presented an overview of the 2018 budget and reviewed the process used to develop the budget. The preliminary budget was reviewed and approved by the Finance and Executive Committees in early December. Dan reviewed the major themes, the 2018 budget projects a deficit of \$156K. Capital investments are projected to increase 38.6% due to the investment in ACerS association management system and redesigned website.

On motion by Kevin Fox, seconded by Greg Rohrer, the Board voted unanimously to approve the 2018 Budget as recommended by the Finance Committee and presented.

6.0 PAST PRESIDENT'S UPDATE

6.1 Nominating Committee Update [slate will be approved during executive session].

Bill Lee reported that the slate of nominees for President-elect, Treasurer and Directors will be presented in executive session later in the meeting today. The Nominating Committee will work on populating the Principal Activity Committees in March for approval by the Board at the May meeting.

6.2 International (ECerS, PhD Prize)

Bill reported that Morgan Advanced Materials is sponsoring the Global Distinguished Doctoral dissertation Award. Seven applications were received for the inaugural award, which will be presented for the first time this year.

Bill met with ECerS president, Moritz von Witzleben, and Richard Brook, earlier this year in an effort to improve relations with ECerS. To keep the momentum going and communication open, a meeting is scheduled with ECerS and ACerS officers this week here in Daytona Beach.

7.0 PRESIDENT-ELECT'S UPDATE

7.1 Strategic Planning for Emerging Opportunities Committee (SPEO)

Sylvia Johnson updated that a survey was conducted of the GGRN members to gauge their preferred method of communication. The survey resulted in 44 responses out of 559 surveyed reporting that email was preferred, plus they desire targeted or technical training and financial support to attend conferences. Ashley Hilmas added that she probably receives seven emails a day from ACerS and would like for messaging to be consolidated, perhaps promoting upcoming event at meetings might be the best thing to target.

A member of the SPEO committee offered to donate funds to support student travel and inquired if ACerS or the Foundation could also make funds available. Sylvia will discuss this with CGIF and also might be a good publicity opportunity for the Foundation to promote an appeal for supporting students.

Action Item: Kevin Thompson and the Members Services committee will develop a time table to gauge volunteer commitment and will report at the May meeting.

Sylvia discussed the idea of starting a student journal, could be a learning experience, provide feedback to them. After discussion, should follow up with Virginia Tech Materials Council as they had published to see why only five volumes in 18 years. Find out what are the barriers, struggles, etc., and maybe they want to cooperate.

7.2 Objectives for 2018-2019

Sylvia outlined the goals that she plans to focus on during her presidency: Grow Society and maintain financial stability by volunteer involvement and recognition, continue engagement of young/new members, and value and relevance of membership. Approaches include make it easy and worthwhile to volunteer, communication, providing services of value, i.e., training, seminars, targeted talks, financial assistance, an MS&T that is responsive to members, humanitarian project, maintain inclusion of industry and manufacturing, global outreach and increase awareness of art side of Society to technical side and vice versa. Diversity and inclusion are integral to all parts of the Society and its operations.

8.0 SECTION RESTRUCTURING AND EXPANSION PROPOSAL

Mark Mecklenborg reviewed the proposal for restructuring and expanding U.S. Sections with the goals of:

- Increasing number of active local Sections
- Strengthening relationships among and between the Society's Sections
- More effectively engage our membership

He noted that through the years the ACerS Sections have decreased, with only two Sections using the supplemental funds, however, Northeast Ohio and Western New York have revitalized. Surveys show members are interested in activities on a local level. We need to make it easier for section in the U.S. to engage members. Five new sections will be initiated in 2018, and if successful, another five will be initiated in 2019.

On motion by Dana Goski, seconded by Dan Lease, the Board voted to approve the plan for redefining, restructuring and expanding the number of U.S. Sections as described in the proposal [Appendix A]. Motion carried with 11 votes in favor and one abstention.

9.0 DIVERSITY AND INCLUSION

In an effort for the Society to do a better job of creating and communicating a culture of diversity and inclusion the sub-committee on Diversity and Inclusion included three recommendations in their committee report for approval by the Board.

On motion by Sylvia Johnson, seconded by Martin Harmer, the Board voted unanimously to approve and implement two recommendations from the Sub-committee on Diversity & Inclusion and a third recommendation will be returned to the committee for further discussion:

1. To disseminate ACerS existing statement on diversity and inclusion through the Society, including to divisions and committees, and to reproduce the statement on Society forms that request support from the Board.
2. To require Committees and Divisions to report on the way in which they considered diversity and inclusion as part of their selection process. Meetings proposal, workshop proposals, and other requests for resources made by committees, divisions, and members should contain a statement regarding plans to impact diversity and inclusion in the Society.

Action Item: The sub-committee on Diversity and Inclusion recommended that the Board approve the inclusion of questions on gender and whether a nominee is from underrepresented groups or from outside the U.S. on all Nomination forms issued by the Nomination committee and Award Committees. After discussion, the Board suggests that the committee reconsider this action as they are not comfortable with asking any questions around gender.

Action Item: Mike suggests discussing the gender question with the Division leaders at the October meeting.

10.0 PRESIDENT'S COUNCIL OF STUDENT ADVISORS

PCSA Chair, Ashley Hilmas, provided an update of activities of the committees. Highlights included collaboration with YPN to program for the winter workshop, discussing ways to collaborate with MA and Keramos, and creating a database for Humanitarian projects.

11.0 EXECUTIVE DIRECTOR'S REPORT

11.1 Operations and CPC Update

Charlie reviewed the operations updates that were included in the advance materials and selected topics to highlight:

11.2 Functional Glass Manufacturing Initiative Consortium Development

Charlie updated that he visited the National Center for Manufacturing Sciences in Ann Arbor, Michigan in November with Eileen. Corporate-level memberships have been exchanged, which opens the door to conducting a "technology forum" with their consortium members with the goal of establishing a project. A phone meeting is scheduled with their leadership to determine "what next."

A workshop is being held in February with the Nexight Group to scope a prospective data science/glass & ceramic conference. Expect 20 attendees with balance between data, ceramic/glass and experts fluent in both.

11.3 ACerS Institute

Charlie updated that the project is moving a good bit slower than anticipated. The course that Carl Frahme is updating needs a lot of rework. Member Jim Shakleford from UC Davis has offered to help move the project to the next level. The potential cost is of concern, so he has deferred the purchase of an online learning platform until the content development process is better defined. Both Greg Rohrer and Bill Lee have experience in creating online courses and they found it to be an expensive process.

11.4 Journals Update

Charlie reported that all JACerS editor positions have been filled and the transition to the new publications schedule is complete. There are now 12 editors plus one editor-in-chief. Multiple author seminars have been scheduled, including one in China with Bill Fahrenholtz and H.T. Lin.

Charlie updated that we are engaging Wiley for a potential early renewal of the publishing agreement that is set to expire in 2020.

11.5 The 'New' MS&T

Charlie reported that after meeting with the Division leaders in Pittsburgh in October, a MS&T Division programming committee was formed with a meeting is scheduled to be held on February 13. Staff is meeting with the AIST and TMS staff teams on February 15 to discuss long term strategy following ASMs departure.

11.6 Museum

Charlie updated that ACerS owned approximately 2000-pieces in the Ross C. Purdy Museum of Ceramics collection and in a contemporary studio pottery collection. The museum was formally closed in 2002, and the majority of the pieces were awarded to the Mint Museum (Charlotte, NC) and the American Museum of Ceramic Art (Pomona, CA). In November 2007 the remaining (approximately 750 pieces) were de-accessioned by the ACerS Board of Directors and made available for auction, sale, etc.

Humler & Nolan (Cincinnati) has expressed interest in including 50-60 items for their Spring 2018 auction. Members will be given access to the auction.

11.7 HQ Relocation Update

Charlie reported that the construction of the office suite at 550 Polaris Parkway is on target to be completed by mid-April, with occupancy by May 1. Staff is working to sell or donate existed, unneeded furniture. We'll try to schedule a visit to the office during Annual Meeting/MS&T in October.

12.0 CERAMIC PUBLICATION COMPANY UPDATE

Bill Janeri reviewed the status and results of CPC. Now that the conversion to the new website (Mequoda) is complete, and many of the conversion issues have been sorted out, he is now able to start reviewing the data – daily sales, product sales, marketing efforts – and can report that sales are up. They have been able to

conduct segmented marketing in Europe and Asia, and as a result, are seeing improved sales in those regions. While the sales are not back to historical levels, he is seeing increases in number of products sold daily and number of orders daily. Both ICAN and CLAYflicks are averaging over six new members/subscribers per day. Bill noted that CPC is transitioning from an advertising-based business model to a subscription-based model, where revenue will eventually be predominantly driven by recurring subscriptions and memberships rather than display advertising.

The key initiatives for 2018 are to identify new marketing channels for current advertising base; add more new products and new *types* of products, while keeping expenses low; continue to engage with ICAN members to expand on the value they receive from their membership; and keep CLAYflicks “fresh” by frequently adding new and unique content.

Bill introduced the new Sights & Sounds video and previewed the one for Portland, Oregon. They will feature Pittsburgh next, which is the location of the 2018 NCECA conference.

Martha suggested that links be placed on CTT to give science members the ability to purchase products and learn about the art side of the business. Charlie added that a coupon code could be provided since there are separate databases for art and science members.

Kevin would like to have the Portland Sights & Sounds video made available to the science members prior to MS&T19 since it is taking place in Portland.

13.0 CERAMIC AND GLASS INDUSTRY FOUNDATION UPDATE

Marcus provided an update on the 2017 fundraising and programming activities. A total of \$273,000 was raised in 2017, the majority from major gifts. He noted that 100% of donations go to programming which is appealing to donors. He also reported that the \$1 million ACerS matching fund has been completely utilized. The current fund balance is \$1,997,000. Plans for 2018 include more emphasis on major and legacy giving, leveraging the Keramos network, and developing humanitarian projects. \$15K was allocated to humanitarian projects in 2018.

In May, scenarios for when to fund the Foundation will be presented. Could be all at once or in increments throughout the year.

The Foundation is seeking nominations for their Board of Trustees; any suggestions should be sent to Marcus.

14.0 HUMANITARIAN STRATEGY COMMITTEE REPORT

Greg Rohrer, chair of the Presidential Committee on Society Strategy on Humanitarian Issues, reported that the committee developed three principal recommendations:

1. Create a self-directed committee on this topic
2. Organize a workshop to promote humanitarian efforts at one of the society's meetings
3. Support activities to increase the number of members involved in humanitarian activities

The recommended structure is a self-directed committee - Humanitarian Activities Network (HAN), with two co-chairs; a steering committee with members determined by the HAN. Details are provided in the report [Appendix B].

Mike commended the committee for their excellent work.

Bill asked for a recommendation for the co-chairs of the HAN. Greg thinks the co-chairs could be Ian Nettleship and Clive Randall.

On motion by Sylvia Johnson, seconded by Bill Lee, the Board voted unanimously to approve the formation of the Humanitarian Activities Network.

Action Item: David Johnson will prepare the necessary constitution revisions/updates to add the Humanitarian Activities Network.

Action Item: Greg Rohrer will identify two leaders for the HAN.

15.0 PARLIAMENTARIAN REPORT [Appendix C]

15.1 Restructuring Sections

On motion by Kevin Fox, seconded by Dan Lease, the Board voted unanimously to approve revisions to the By-laws and Rules due to the Section Restructuring plan as described in the attachment with a correction in By-law Article BXI, Paragraph 1c – change the word ‘consider’ to ‘considered’ – and eliminate ‘United States’ from Rules Article RIII. Paragraph 3.

Action Item: Lynnette suggested changes to the International Chapters rules to delete the requirement that residence in the International Chapter geographic region be a pre-requisite for membership in the Chapter as she would members to have the ability to join international chapters where they have collaborations, family ties, other roots, etc. David will prepare the necessary constitution revision.

15.2 Elimination of the Sub-committee on Phase Equilibria Program

On motion by Martha Mecartney, seconded by Sanjay Mathur, the Board voted unanimously to approve the elimination of the Sub-committee on Phase Equilibria Program as described in the attachment.

15.3 Changes to the Fulrath Awards Selection Process

On motion by Martha Mecartney, seconded by Sylvia Johnson, the Board voted unanimously to approve the changes to the Fulrath Awards selection process as described in the attachment.

16.0 EXECUTIVE SESSION/ADDITIONAL ITEMS

On motion by Dan Lease, seconded by Sylvia Johnson, the Board voted to move into executive session. Invited to remain during the session were David Johnson, Charlie Spahr and Sue LaBute.

Note: Board member Manoj Choudhary departed the meeting (participated via telephone) prior to the executive session.

17.0 SOCIETY AWARDS - HONORARY MEMBERSHIP

Member, Arun Varshneya, presented a nomination package for to elect Oleg Mazurin an Honorary member of the Society.

In accordance with the Bylaws, a secret ballot was distributed and Oleg Mazurin was elected an Honorary Member of the Society with 11 votes in favor and one abstention.

18.0 NOMINATING COMMITTEE REPORT

Bill Lee reviewed the process used by the Nominating Committee and announced the slate of nominees. Martha questioned the diversity of the slate, Bill noted that the slate included one female and one international nominees. There were three female and three international candidates out of a slate of 11 nominees for Director.

On motion by Sylvia Johnson, seconded by Mike Alexander, the Board voted unanimously to approve Dana Goski as President-elect nominee of the Society for the term October 2019-October 2020.

Note: Board member Dana Goski was not present for the discussion, deliberation or vote, however, was present for the remaining slate.

On motion by Dan Lease, seconded by Dana Goski, the Board voted to approve Steve Houseman as Treasurer of the Society for the term October 2018-October 2020. Motion carried with 10 votes in favor and one abstention.

On motion by Sylvia Johnson, seconded by Kevin Fox, the Board voted to approve Mario Affatigato, John Kieffer and Jingyang Wang as Directors of the Society for the term October 2018-October 2021. Motion carried with 9 votes in favor and two abstentions.

19.0

[REDACTED]



20.0 ADDITIONAL ITEMS

Charlie announced that he will be retiring at the end of his current contract period, which will be at the end of the calendar year 2018. He noted that, while ACerS has always benefitted from a strong staff, the current staff, especially at the director-level, is the strongest group we have had in his tenure.

21.0 DISCONTINUE EXECUTIVE SESSION AND ADJOURNMENT

On motion by Dan Lease, seconded by Sanjay Mathur, the Board voted unanimously to adjourn the meeting.

BOARD OF DIRECTORS MEETINGS SCHEDULE (subject to change)

2018

Sunday, May 20	San Antonio, Texas	All day	(GOMD)
Saturday, October 13	Columbus, Ohio	All day	(MS&T)

2019

Saturday, January 26	Orlando, Florida	All day	(EAM)
Sunday, June 9	Boston, Massachusetts	All day	(ICG)
Saturday, September 28	Portland, Oregon	All day	(MS&T)

2020

Sunday, January 26	Daytona Beach, Florida	All day	(ICACC)
Spring/Summer TBD	TBD	All day	
Saturday, October 3	Pittsburgh, Pennsylvania	All day	(MS&T)

SECTION RESTRUCTURING AND EXPANSION PROPOSAL

DECEMBER 20, 2017

PROPOSED MOTION:

- To approve and implement the following plan for redefining, restructuring and expanding the number of U.S. Sections.
- To approve the attached changes to the Constitution (See Parliamentarian Report).

NOTE: The Member Services Committee unanimously recommended Board approval of this plan on November 14, 2017.

A. Summary of Restructuring Plan:

1. To restructure U.S. Sections so they are aligned with the policies and procedures of ACerS Divisions and International Chapters.
2. To redefine U.S. Section membership as a benefit of ACerS membership in which only ACerS members (e.g., Individual, Corporate, Lifetime, Distinguished Life, Emeritus, Associate, GGRN, and MA) who indicate they wish to be part of the Section are eligible for Section membership and to allow members who do not reside in a geographical area served by a Section to join a Section of their choice (*See Rules Article RIII Membership, paragraph 3*).
3. To eliminate from the ACerS Constitution references to "Affiliate Members" of a Section (*See By-Laws, Article BXI, Sections, paragraph c*).
4. To eliminate from the ACerS Constitution references to Section counselors (*See By-Laws, Article BXI, Sections, paragraph d*).
5. To clarify the minimum activity level of an active Section as follows:
Each ACerS Section will hold at least two technical, educational, or professional events a year. Such events may be lectures, plant tours, symposia, workshops, short courses, webinars, or other educational and professional events. Some events may also be organized with other professional societies or chapters/sections of other professional societies (*See Bylaw Article BXI Section, paragraph e*).
6. To establish an improved funding mechanism for Sections that replaces the collection of dues starting in 2019. Based on Section membership counts in August of each year, the Society will provide to each Section from Board Designated Reserves the following funding (amounts to be determined by the Board annually) to support the activities outlined above:
 - a. 12 to 50 members = \$500

b. 51 to 100 members = \$1,000

c. More than 100 members = \$1,500.

(See Rules Article RXI. Section, paragraph 2)

7. To assure that the maximum balance from ACerS allocated Section funds on January 1 of any year for any Section shall be no more than twice the allocation calculated on August 31 of the previous year for that Section. The Section funds are designed to ensure that the Sections are engaged in at least the minimum activities defined above *(See Rules Article RXI. Sections, paragraph 2)*.
8. To specify that funds raised by Sections from other sources (e.g., donations, award funds, past activities) will be accounted for separately by Sections and will not be subject to the above maximum. Sections that have or would like to establish scholarships and/or endowments should utilize The Ceramic and Glass Industry Foundation for management of such programs *(See Rules Article RXI. Sections, paragraph 3)*.
9. To eliminate the statement in the constitution about the Society providing funding to Sections for recruitment of members *(See Rules Article RXI. Sections, paragraph 2)*.

B. Summary of Section Expansion Plan:

1. To start and fund (from Board designated reserves) a pilot program to be implemented in 2018 and 2019 to actively expand the number of U.S. Sections that serve high concentrations of ACerS members in a specific region. The plan is to initiate five new sections in 2018-2019 to serve the needs of members in specified regions *(See Tier 1 New Sections, Attachment 2)*.
2. To evaluate the effectiveness of the new pilot Sections in 2019 and to launch a minimum of 5 additional new Sections in 2019-2020. *(See Tier 2 Sections, Attachment 2)*.
3. To consider launching Sections in other potential viable geographical areas *(See Tier 3 Sections, Attachment 2)*.

BACKGROUND INFORMATION

SECTION RESTRUCTURING AND EXPANSION PLAN

DECEMBER 20, 2017

There is little doubt that ACerS needs to develop a new strategy concerning U.S. Sections. What was once a thriving network of Sections (e.g., approximately 35 in 1987) has dwindled to 12 groups that range from a few that are newly-revitalized to several that are inactive and have only a few members. Clearly it is necessary to intentionally design a Sections program to maximize efficiency, build membership, and align with the Society's strategic plan.

This restructuring proposal is based on addressing two major challenges:

- the difficulty in finding volunteers to fill leadership positions in the Sections
- the need to provide membership benefits to ACerS members at the local level

This restructuring proposal will increase the number of active local Sections, to strengthen the relationships among and between the Society's Sections, and more effectively engage our membership through local programming.

A. Priorities and goals of Section restructuring include:

- Repositioning/defining Section membership as a benefit of ACerS membership.
- better serving the existing geographic concentrations of ACerS membership by actively
- Encouraging participation in volunteering, networking, and programming opportunities.

B. A review has taken place of all geographic areas of the United States to identify the most fertile ground for both existing and new Sections. Based on that review, over 30 areas of the U.S. have been identified as having significant numbers of ACerS members which could support a Section. These are listed in Attachment 1. To keep the restructuring manageable, the establishment of new Sections would take place over four to five years. Tier 1 includes 5 new Sections to be established in 2018-2019.

C. Funding from Board-designated reserves will replace dues collection for all new and existing Sections; ACerS will no longer collect dues on behalf of a Section. The funding to be provided by ACerS is based on Section membership:

- 12 to 50 members = \$500
- 51 to 100 members = \$1,000
- More than 100 members = \$1,500.

The goal is to eliminate Section dues entirely, but we will grandfather in current Sections if they need time to transition. Existing Sections will be encouraged to adopt the new structure for 2019; however, some Sections may have legitimate reasons to operate under previous rules through the end of 2020. In this case, Sections will be able to charge for events carried out on the Section level.

- D. The ACerS Constitution has been updated and will need to be approved by the Board to reflect the new program.
- E. Benefits to Sections
- Access to programming locally (e.g., educational events, social events), which is particularly pertinent for those members who don't travel outside their area
 - Local networking for job connections, business connections, and mentoring
 - Social network; connection to the community
 - Professional and personal development (that occurs in volunteering and through relationships)
 - Eliminates the hassle of collecting dues; automatic funding received from ACerS
 - Provides a much larger pool of potential volunteers and Section officers
- F. Benefits to ACerS
- Many more opportunities to recruit, train, and engage members across the U.S.
 - Provides a key local connection which leads to growth and development
 - Provides for stronger control over brand, logo, and value statement for members
 - Facilitates a more meaningful member experience which leads to increased member retention
 - Serves as an incubator for national volunteers and leaders (the Society's "farm team")

ACTION PLAN

- A. Introduced Section restructuring proposal to the Board in October 2017
- B. Mid November: Reviewed detailed plan with Member Services Committee for input. Committee recommended adoption by Board.
- C. Obtain Board approval at January 2018 meeting, including changes to the Constitution
- D. If the Board approves this plan, ACerS will communicate the changes to existing active Sections and work out any concerns that they may have. Here are some of the planned actions:
1. Contact each Section to identify current membership counts of each section. Identify Sections that are inactive or nearly inactive to determine if there is sufficient numbers and interest to make these Sections viable. This will be completed by January 15, 2018.
 2. Prepare letter from ACerS President that explains the changes adopted by the Board and send it to existing Section Leaders by February 15.
 3. Schedule teleconferences in February and March with the leaders of each existing active Section to discuss the changes and to discuss options if a Section wants to continue operating under the previous rules through 2020.
 4. ACerS staff will work with all of the Sections to help them meet the needs of their membership throughout the year.

E. Prepare for June 1, 2018 Tier One implementation:

- Central Ohio
- Dayton/Cincinnati/Northern Kentucky
- Northern Illinois/Southern Wisconsin
- Maryland/DC/Northern Virginia
- North Carolina

STATUS OF EXISTING SECTIONS

Existing Section	Members as of 11/09/2017	2017 Meetings (as of 11/09)
Central Pennsylvania	9	0
Eastern Washington	3	0
Florida	19	0
MI/NW Ohio	29	1
New England	59	0
New Mexico	14	0
Northern Ohio	29	2
Pittsburgh	39	1
San Diego	70 (self-reported)	2
Southwest	16	1
St. Louis	47	2
Western New York	54	3

POTENTIAL SECTION MEMBERSHIP OF TIER ONE (AS OF 11/09/2017)
BASED ON NUMBER OF EXISTING ACERS MEMBERS IN THOSE AREAS

New Section	Potential Membership
Central Ohio	175
Dayton/Cincinnati/Northern Kentucky	200
Northern Illinois/Southern Wisconsin	425
Maryland/DC/Northern Virginia	210
North Carolina	155

ANTICIPATED COSTS (BASED ON EXISTING MEMBERSHIP)

FUNDING FROM BOARD DESIGNATED RESERVES

First Year – Funding provided to Section in January 2019

Tier One New Sections	Expected Funding Amount	Maximum Funding Amount
Central Ohio	\$500.00	\$1,500.00
Dayton/Cincinnati/No. KY	\$500.00	\$1,500.00
Northern Illinois/So. WI	\$500.00	\$1,500.00
Maryland/DC/Northern VA	\$500.00	\$1,500.00
North Carolina	\$500.00	\$1,500.00
Existing Sections	Expected Funding Amount	Maximum Funding Amount
Central PA	\$500.00	\$1,500.00
Eastern WA	\$500.00	\$1,500.00
Florida	\$500.00	\$1,500.00
MI/Northwest Ohio	\$500.00	\$1,500.00
New England	\$1,000.00	\$1,500.00
New Mexico	\$500.00	\$1,500.00
Northern Ohio	\$500.00	\$1,500.00
Pittsburgh	\$500.00	\$1,500.00
San Diego	\$1,000.00	\$1,500.00
Southwest	\$500.00	\$1,500.00
St. Louis	\$500.00	\$1,500.00
Western New York	\$1,000.00	\$1,500.00
	\$10,000.00	\$25,500.00

ANTICIPATED COSTS (BASED ON EXISTING MEMBERSHIP)

FUNDING FROM BOARD DESIGNATED RESERVES

Second Year (2020)

We anticipate that a total of 18 to 22 Sections will be active as of the end of 2020. Total costs to fund these Sections in 2020 is \$10,500 to \$14,000 depending on the number of members in each active Section. The potential maximum amount is \$1,500 per Section or \$27,000 to \$33,000.

Attachment 1

Proposed Implementation of New Section Development – Three Tiers

(Number of ACerS members in region as of 12/8/2017)

First Tier:

(Year One – 2018-2019)

1. Central Ohio (164)
2. Dayton/Cincinnati/Northern Kentucky (123)
3. Wisconsin/Northern Illinois (402)
4. Maryland/DC/Northern Virginia (230)
5. North Carolina (151)

Second Tier:

(Year Two – 2019-2020)

6. South Carolina (147)
7. East Tennessee (162)
8. Phoenix/Tucson (108)
9. Colorado (197)
10. Western PA (291) (Potentially Merge Existing Sections Pittsburgh (39) and Central PA (8))
11. Southern California (436) Existing: San Diego (70 self-reported)

Third Tier:

(Implementation to be determined in 2020)

12. Northern New Jersey/New York City (175)
13. Philadelphia/Delaware/Southern NJ (251)
14. Northern California (218)
15. Indiana (142)
16. Georgia (157)
17. Central/Southern Virginia (100)
18. Central and Northern Alabama (100)
19. Utah (151)
20. St. Louis/Kansas City (187) Existing: St. Louis (49)
21. Boise (43)
22. Connecticut (104)
23. Florida (234) North FL? South FL? Existing: Florida (19)
24. Southwest → Rename Eastern Texas (Dallas/Ft. Worth, Austin/San Antonio, and Houston)

Existing Sections (no changes)

25. New England (67)
26. Eastern Washington (2) dissolve?
27. MI/Northwest Ohio (28)
28. New Mexico (16)
29. Northern Ohio (28)
30. Western New York (expand boundaries)

Recommendations from the Presidential Committee on Society Strategy on Humanitarian Issues

January 7rd, 2018

Committee Members:

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Greg Rohrer <gr20@andrew.cmu.edu> (Chair)

Introduction

The committee was initially formed in June of 2017 and prepared a report addressing specific questions posed by Bill Lee, the President of the American Ceramic Society at that time. The report was presented to the board at the October 2017 meeting. The board then asked the committee to make specific recommendations to be presented at the January board meeting. The committee met in December of 2017 to discuss the recommendations. These recommendations were finalized in January 2018. We have three principal recommendations:

1. Create a self-directed committee on this topic
2. Organize a workshop to promote humanitarian efforts at one of the society's meetings
3. Support activities to increase the number of members involved in humanitarian activities

Each recommendation is discussed in more detail below.

Recommendation 1: Create a self-directed committee on this topic

The Society's constitution allows the board to create "self-directed committees" to address topics that do not fall into any of the existing committees established in the constitution (see By-Laws Article BXIV.1.5 on p. 19). The only currently existing self-directed committee is the Young Professionals Network (for a description, see section V of the procedures manual, p. 40). To provide both the leadership and the interpersonal network needed to advance the society's interest in humanitarian issues, we recommend that the board create a "Humanitarian Activities Network" with the following characteristics:

1. Membership: The Humanitarian Activities Network (HAN) shall be a self-directed committee consisting of:
 - a) Self-selected members who wish to promote Humanitarian Activities.

b) Two co-chairs who will serve as the primary points of contact for inquiries, provide overall coordination of activities in close concert with ACerS staff, and be responsible for reporting on Humanitarian Activities to the Board on at least an annual basis.

c) Steering Committee: Members who are actively engaged in identifying and executing specific activities and tasks to further the goals of the HAN. At least one member should be on the board of GCIF.

2. Purpose: The HAN shall:

a) Provide a forum for Society members interested in humanitarian activities to receive guidance, share best practices, develop collaborations, and obtain support.

b) Promote the important role of ceramics and the American Ceramic Society in improving human health and well-being through, for example, access to affordable shelter and clean water.

c) Provide a forum at society meetings for education about, and promotion of, humanitarian activities.

d) Coordinate Society activities with similar efforts led by other professional engineering societies and non-governmental organizations.

e) Collaborate with the Presidential Council of Student Advisors (PCSA) to further humanitarian efforts.

f) Collaborate with ceramics and glass industry foundation (CGIF) to cultivate donors and support humanitarian projects.

3. Activities: The HAN steering committee shall define specific activities according to the current needs. Ongoing general duties of the network shall be:

a) Creating programming about humanitarian activities for at least one society meeting each year.

b) Develop a web site to promote successful activities, provide contact information, promote workshops and symposia, and provide guidance for members.

c) Coordinate with the Ceramic and Glass Industry Foundation to develop funding for projects.

d) Solicit and inspire proposals from Society members for humanitarian projects.

e) Other activities determined by the Steering Committee to further humanitarian activities.

4. Leadership selection:

a) One co-chair shall be appointed to a two-year term each year by the HAN steering committee. The appointment shall be effective at the Annual Meeting each year. Should one of these co-chairs vacate their position during their term, the same procedure will be used to fill the vacancy.

b) The steering committee shall be determined by the HAN co-chairs; at least one member should be on the CGIF board.

Recommendation 2: Organize a workshop to promote humanitarian efforts at one of the society's meetings

At some point in the future, after Society members have more experience, it will be possible to hold symposia on humanitarian activities. However, initially, the committee believes we should support educational workshops that will grow humanitarian efforts. Such workshops would involve an invited speaker or speakers with in depth experience in undertaking such projects. For example, there are three or four places in the developing world where factories have been created to make water filters. We could bring in one of the leaders of such an effort to describe their experience. As another idea, we could invite those society members who have already been involved in humanitarian projects to describe their experiences (there are several in the PCSA). There should also be a "how to" aspect to the workshop, where equipment is brought in to demonstrate making ceramic filters or bacterial testing techniques. Members could be taught how to use the equipment. This aspect may be best implemented at the expo or possibly the exhibition at the annual meeting. The programming for the workshop would be developed by the HAN.

Recommendation 3: Support activities to increase the number of members involved in humanitarian activities

We recommend three specific activities where some investment by the Society or the CGIF will have the effect of increasing humanitarian activities by Society members.

3.a. There are a limited number of members, mostly in the PCSA, that have relationships the non-governmental organizations such as Engineers Without Borders. For those that have connections already in place, competitive travel grants should be offered so that they can continue or expand their activities.

3.b. There appears to be a reserve of desire among the membership to participate in these activities, but much less experience. To develop the ideas, we recommend a contest where students would make a "pitch" (brief verbal proposal) for a project. The most feasible and well articulated proposals would be awarded a grant to further develop the idea to the point where it could compete for a travel grant (see 3.a). Those not selected would be given guidance to improve their pitch.

3.c. As mentioned as part of recommendation 2, bringing experienced leaders to a workshop would serve to educate the membership on practical challenges, solutions, and even "how to" issues. However, these leaders are likely not members of the Society and are likely to reside abroad. Therefore, their participation will likely require transportation costs and a minimum and possibly honoraria in addition to travel cost. Therefore, funding would be required to hold such a workshop.

3.d. ACerS should communicate and coordinate with recently initiated Humanitarian Engineering programs at several universities. ACerS could potentially create/connect/promote materials-related content for these new programs. The Society should explore the possibility of doing this in coordination with the University Materials Council.

The HAN would be responsible for organizing these activities and could team with CGIF to administer them.

Please respond to:
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DAVID W. JOHNSON, JR.
ACerS Board of Directors Parliamentarian

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email: David.Johnson@stevens.edu

December 15, 2017

To: The American Ceramic Society Board of Directors

Subject: Parliamentarian Report

This letter and the associated file on proposed revisions to the Constitution serve as my report for the forthcoming Board meeting on January 21, 2018 in Daytona Beach, Florida and the required 30 day notice for By-Law changes to the Constitution. There are several items where modifications to the Constitution are proposed. These proposed revisions are in track change mode on the attached file of revisions.

1. Restructuring Sections

Mark Mecklenborg, his staff, and the Member Services Committee are proposing changes to the Section structure. The details of these changes will be presented separately to the Board. In order to implement the changes proposed, there are indicated modifications to the following sections of the Constitution.

RULES ARTICLE RIII. MEMBERSHIP
BY-LAWS ARTICLE BXI. SECTIONS
RULES ARTICLE RXI. SECTIONS

2. Elimination of the Sub-Committee on Phase Equilibria Program

This has been a sub-committee reporting to the Committee on Publications. About 10 years ago, NIST took over the editorial responsibility for this program. Subsequently the only activity that this sub-committee engages in is to select the Spriggs Phase Equilibria awardee each year. Therefore, the Publications Committee advises that the Sub-Committee on Phase Equilibria Program be eliminated and that the Committee on the Richard and Patricia Spriggs Phase Equilibria Award be modified to reflect that. This would necessitate the changes indicated to the following sections of the Constitution and Procedures Manual.

RULES ARTICLE RXIV.2.C.1. SUB-COMMITTEE ON PHASE EQUILIBRIA PROGRAM
PROCEDURES MANUAL VII SOCIETY AWARDS, I. SPRIGGS PHASE EQUILIBRIA
AWARD

3. Changes to the Fulrath Award selection process

The Fulrath Award Committee has proposed changes to the award selection process. Briefly these changes will: 1) free the Committee from selecting a full slate of awardees if there are insufficient qualified nominees; 2) clarify some wording for awardee categories; and 3) define how the Committee will select a category for a nominee should that category change after nomination. Implementation requires the indicated changes to PROCEDURES MANUAL, VII. SOCIETY AWARDS, H. FULRATH, RICHARD M. AWARDS

I look forward to seeing you in Daytona Beach.

Respectfully submitted,

A handwritten signature in black ink that reads "David W. Johnson, Jr." The signature is written in a cursive style with a large initial 'D' and a prominent 'J'.

David W. Johnson, Jr.
ACerS Board of Directors Parliamentarian

RULES ARTICLE RIII. MEMBERSHIP

1. The Executive Director shall promptly advise all applicants for membership in the SOCIETY of the disposition of their applications. Where election by the Board of Directors is not required by the Constitution, By-Laws, or Rules of the SOCIETY, and the Executive Director believes the applicant not worthy of admission to membership, the Executive Director shall refer the application to the Board of Directors for final decision. The method of electing applicants to the several grades of membership shall be as follows:
 - a. Election of Distinguished Life Members shall be as provided in the By-Laws.
 - b. Election of Honorary Members shall be as provided below. Conferring of the grade of Honorary Member shall be made in person at the earliest Annual Meeting the candidate can attend unless the candidate has a compelling reason, acceptable to the President, for not being present.
 - i) A maximum of two Honorary Members may be elected annually unless the number of living Honorary Members be twenty or less. In that event, three Honorary Members may be elected annually.
 - ii) The Board shall consider candidates from petitions received from SOCIETY members or Board Members
 - iii) Election shall be by secret ballot from among those recommended to the Board by a two-thirds affirmative vote of votes cast at a Board of Directors Meeting.
 - iv) Travel expenses of the Honorary Member may be paid to attend the meeting at which the honor is bestowed. Reimbursement will be consistent with SOCIETY guidelines for such travel expense.
 - c. Nomination for elevation to the grade of Fellow shall be made on forms approved by the Board of Directors and made available through the office of the Executive Director. When properly executed and signed by at least seven Fellows or Members, the forms shall be forwarded to the Executive Director. Nominations may also include up to three additional letters of support each limited to one page in length. The nomination shall be accompanied by a letter from the first sponsor appearing on the form setting forth the nominee's qualifications.
 - d. The Executive Director shall annually automatically transfer all Fellows and Members to Emeritus status who have reached their 65th birthday and have been members of the SOCIETY continuously for at least 35 years. The Executive Director shall so notify them, and an appropriate new membership certificate will be presented to them.
 - e. The Executive Director shall annually automatically transfer all Student Members who no longer qualify as such to grade of Associate Member.
 - f. The Executive Director shall annually automatically transfer all Associate Members who have been in that grade for two years to the grade of Member.
 - g. Any member may petition the Board of Directors through the Executive Director to admit a group to the grade of Electronic Membership.
2. Student Members shall be managed by the 'Material Advantage Chapters' as defined in the written joint agreement executed among the American Ceramic Society, ASM International, TMS and, possibly, other materials societies.
3. Any member of the SOCIETY in the United States may opt to be a member of the Section in their geographical area without the payment of further dues. United States members who reside in areas not currently served by a Section may opt to become a member of a Section outside of their geographical area.

RULES ARTICLE RXIV.2.C.1. SUB-COMMITTEE ON PHASE EQUILIBRIA PROGRAM

- ~~2.C.1.a. The Sub-Committee on Phase Equilibria Program shall be a defined standing committee reporting to the Committee on Publications. The committee shall be comprised of:~~
- ~~1) No less than six members, two members shall be appointed by the President and approved by the Board of Directors each year for a term of three years.~~
 - ~~2) National Institute of Standards and Technology Representative~~
 - ~~3) The SOCIETY Executive Director, or designee, (ex officio)~~
 - ~~4) The NIST Editor-in-Chief (ex officio) and~~
 - ~~5) The ACerS Program Manager (ex officio)~~
 - ~~6) A Chair, appointed from the regular members, by the President for a term of one year~~
- ~~b. The duties of the committee shall be to:~~
- ~~1) Define, direct, and coordinate the SOCIETY'S technical efforts in the compilation, critical evaluation, and dissemination of phase equilibria data.~~
 - ~~2) Coordinate the efforts of the SOCIETY'S phase equilibria program with similar or joint programs with the National Institute of Standards and Technology and other organizations.~~
 - ~~3) Recommend to the Board of Directors how the output of the program should be produced, marketed and distributed, utilizing both current and future technologies.~~
 - ~~4) Review and recommend funding necessary for the program and organize and carry out any fund-raising campaigns needed to ensure success of the program.~~

CONSTITUTION ARTICLE XI. SECTIONS

1. The Board of Directors may authorize the establishment of Sections of the SOCIETY in the manner provided in the By-Laws.
2. Sections of the SOCIETY shall be groups organized to promote the purpose of the SOCIETY in particular and defined geographic areas.
3. Each Section shall have power to make such rules, elect such officers and conduct such business as it may deem proper, consistent with the Charter, the Constitution, By-Laws, and Rules of the SOCIETY.
4. In the event of the dissolution of a Section of the SOCIETY and the discharge of its debts and settlement of its affairs, any assets remaining shall be conveyed to the SOCIETY for the SOCIETY'S general purposes.

BY-LAWS ARTICLE BXI. SECTIONS

1. Sections, each carrying some distinguishing title prefixed to the words ". . . Section of The American Ceramic Society," may be authorized by the Board of Directors under the following conditions:
 - a. Application for permission to form a Section shall be made as provided in the Rules.
 - b. The charter of a Section may be temporarily suspended by the Board of Directors for cause, or withdrawn by the Board of Directors for cause after 60 day's notice to the chair of the said Section.
 - c. Members of the Section shall be active members of the SOCIETY, including Global Graduate Researcher Network and Material Advantage student members.~~with the exception of Student Members and Affiliate Members.~~ The Sections may establish a grade of membership to be known as "Distinguished Member of the Section of The American Ceramic Society" as a means of acknowledging outstanding service. Those chosen for this honor must be members of the SOCIETY. Non-members of the SOCIETY may be invited to attend Section functions but must be an ACerS member to be consider a Section Member.~~may become Affiliate Members of a Section, without the right to hold office or to vote on matters affecting the SOCIETY or its relations with the Sections.~~
 - d. The officers of a Section shall include at minimum a Chair, Secretary, and Treasurer,~~and Counselor.~~ ~~The Counselor shall be appointed by the Board of Directors and shall advise the Section in all matters pertaining to its relations with the SOCIETY.~~ The Counselor-Chair shall each year,~~prior to three months before the next Annual Meeting,~~ make an annual report to the Board of Directors, through the President of the SOCIETY, covering the activities of the Section during the previous year. The report shall include a financial statement for that year, number of meetings held, number of Members~~and Affiliate Members enrolled,~~ and such other information as is necessary to portray the work and status of the Member Services. The Counselor-Chair shall also forward a copy of the report to the chair of the Committee on Member Services. ~~The other officers~~Officers shall be elected annually by the Section and shall have the duties usually pertaining to such offices.
 - e. A section will hold at least two technical, educational, or professional events a year. Such events may be lectures, plant tours, symposia, workshops, short courses, webinars, or other educational and professional events. Some events may also be organized with other professional societies (or chapters/section of other professional societies).
2. A Section shall not expend funds of the SOCIETY not specifically advanced to it, or incur indebtedness in the name of the SOCIETY. Sections shall not access dues of its members. However, a~~A~~ Section may,~~however, charge members to participate in meetings, events, and other Section activities~~assess reasonable dues on its Members and Affiliate Members subject to review by the Board of Directors. Funds so raised shall be in the custody of the Treasurer of the Section and subject to withdrawal on authority of the proper officers, as provided in the rules of the Section.
3. The provisions of the Constitution, By-Laws, and Rules of the SOCIETY shall govern the procedure of all Sections, but no action or obligation of a Section shall be considered an action or obligation of the SOCIETY. The previous sentence shall be imprinted on any publication issued by a Section.
4. The Chair and the executive committee of each Section shall be responsible for the Editorial content of any publication of the Section.

RULES ARTICLE RXI. SECTIONS

1. ~~a.~~ Petitions requesting the organization of a Section shall be addressed to the Board of Directors, and shall be signed by at least ~~ten~~twelve Fellows, Distinguished Life, Senior/Emeritus, Lifetime, Individual Members, Associate Members, or Corporate Individual Members~~voters of Corporate Members~~ in good standing then living in the territory to be served thereby. The petition shall set forth the geographic boundaries of the territory the contemplated Section expects to serve.

- ~~b. The Counselors shall be appointed by the Board of Directors not later than December 31 and the terms of office shall start on the January first following and shall continue for a period of one year. A Counselor is eligible for reappointment by the Board of Directors.~~
2. Each Section of the SOCIETY will have a Section Fund allocated on an annual basis. Each Section will be allocated an amount specified by the Board of Directors for each regular Section member as of August 31 of the previous year. Sections may not accumulate Society provided funding. The maximum Section Fund balance from SOCIETY allocated Section Funds on January 1 of any year for any Section shall be no more than twice the allocation calculated on August 31 of the previous year for that Section. These SOCIETY allocated Section Funds shall be accounted for separately from any funds raised externally by a Section and such externally raised funds shall be exempt from any imposed maxima on the SOCIETY allocated Section Funds. The Section Funds are designed to strengthen the Section's plans for programming, membership and needs of their membership. The following outlines the rules for the use of these Section Funds recognizing all allowed uses and all prohibited uses are not listed.
- a. The Funds should be used in ways to support the purpose and strategic plan of ACerS.
- b. Typical uses of the Section Funds by the Sections are:
- i. Strategic planning
 - ii. Programming development including invited speakers' honoraria and expenses
 - iii. Promotion activities such as newsletters, mailings, postage, & membership drives
 - iv. Recruit new SOCIETY student members (GGRN and MA) or provide financial assistance to attend Section events
 - v. Publications
 - vi. "Out of pocket" expenses of Section Officers attending non-technical meetings such as those for Section planning.
- c. Funds may not be used for:
- i. Any purpose which violates local, state or federal laws
 - ii. Any purpose which is prohibited by the ACerS constitution or BOD established policies
 - iii. Open ended obligations (Requests should be for specific amounts for specific activities)
 - iv. Section officers "out of pocket" expenses attending technical meetings
- ~~Each year, the Executive Director shall advance to each Section a sum of money for each Section member brought in as a new SOCIETY member endorsed by a member of that Section during the previous calendar year. The amount to be paid shall be five dollars (\$5.00) for each Member and twenty five dollars (\$25.00) for each Corporate Member. Payment may be made only once for each new SOCIETY Member and may not be repeated in the event of resignation from the SOCIETY or a Section and subsequently rejoining. In case of dispute between Sections with regard to the Section affiliation of a new SOCIETY Member, the President shall be the final judge.~~
3. Funds raised by Sections from other sources (e.g., donations, award funds, past activities) will be accounted for separately and will not be subject to the above maximum. Sections that have or would like to establish scholarships and/or endowments should utilize The Ceramic and Glass Industry Foundation for management of such programs.
34. The Board of Directors shall make the final decision on questions of conflict between the rules of a Section and the Constitution, By-Laws, or Rules of the SOCIETY, after the Committee on Member Services, in cooperation with the ~~Counselor Chair~~ of the Section and the Parliamentarian, has reviewed the matter and made a recommendation thereon to the Board of Directors.

PROCEDURES MANUAL

VII. SOCIETY AWARDS

H. FULRATH, RICHARD M. AWARDS (Rules Article RXIII.7.K.)

Qualification: "individual under the age of 45 years, for demonstrating excellence in research and development of ceramic sciences and materials"

Certificate and a \$2000 travel award (to each of the two academic awardees)

Certificate and a \$1000 travel award (to each of the three industrial awardees)

1. The Committee on the Richard M. Fulrath Awards shall be a defined standing committee composed of five members of the SOCIETY, two of whom shall be Japanese and members of the Ceramic Society of Japan, all of whom have reached their 50th birthday prior to the current award year. From the calendar year 2000 and forward, all appointees to the Committee shall have previously been recognized with the Fulrath Award. This Committee shall be appointed by The Board of Directors of the SOCIETY upon recommendation of the President. The initial Committee shall be made of appointments with terms staggered from one to five

- years with the Japanese members being appointed for 2 and 4 year terms. Subsequently a single annual appointment with a term of five years shall be made. The senior American member shall serve as Chair. Committee members whose 5-year terms are ending shall not be eligible for immediate reappointment.
2. The duties of the Committee shall be to annually select ~~the up to~~ three Japanese awardees and ~~the up to~~ two American awardees so long as qualified nominees have been submitted and, subject to approval of the Board of Directors. The ~~three~~ Japanese ~~awardees~~ awardee categories shall ~~consist of~~ be one academic awardee and two industrial awardees, while the American ~~awardees~~ awardee categories shall ~~consist of~~ be one academic awardee and one industrial awardee. Industrial is defined to be non-academic and includes national laboratories employees, self employed individuals, etc. In the event an awardee transitions from industry to academia or vice versa, the committee will consider the official affiliation as that at the time of the nomination in the selection of the candidate.
 3. The procedures for identifying candidates and selecting the awardees are as follows:
 - a. The Richard M. Fulrath Award is to recognize outstanding academic and industrial ceramic engineers /scientists who are 45 years of age or younger at the time of the presentation of the award at the annual meeting banquet of the SOCIETY.
 - b. It is the responsibility of the Fulrath Committee to solicit and receive nominations of worthy candidates for consideration. There is no specific form to complete. A letter of nomination and a copy of the nominee's resume are sufficient. Nominations may either be sent to the Committee members, or to the Executive Director on the SOCIETY, who will forward them to the Committee. Nominations shall remain active for a period of 5 years or until the nominee reaches the age of 45 years, whichever is less.
 - c. On or about seven months prior to a forthcoming Annual Meeting of each year, the Committee chair shall send the materials regarding each nominee to the Committee members of consideration. The Japanese nominees and the American nominees shall be considered separately, as shall the academic and industrial awardees. For each category, each Committee member shall vote by rank ordering all of the nominees, with a ranking of 1 being the most qualified. The chair shall tally the votes and those candidates with the lowest totals shall be recommended to the Board of Directors not later than five months prior to the next Annual Meeting for approval. In the case of a tie vote, that candidate who is the eldest shall be recommended.
 - d. Each year at the annual meeting of the SOCIETY, the Committee shall have a formal breakfast meeting, at their own expense, to discuss the current candidates and potential future nominees.
 - e. The chair of the Committee shall notify the awardees of their selection, once they have been approved by the Board of Directors.
 - f. The Executive Director of the SOCIETY shall have award certificates prepared for presentation to the awardees at the following annual meeting banquet.
 4. The Richard M. Fulrath Awards shall consist of the following:
 - a. Each of the awardees shall receive a certificate at the annual meeting banquet of the SOCIETY. This certificate will epitomize the "Bridge Across the Pacific" that the award has come to symbolize since its inception in 1978.
 - b. Each academic awardee will receive \$2000 award and each industrial awardee will receive \$1000 to assist with their meeting travel expenses, and these awards apply to both Japanese and American awardees.
 5. The responsibilities of the Richard M. Fulrath Awardees will be as follows:
 - a. Attend the annual meeting of the SOCIETY and the banquet of that annual meeting to receive the award and certificate.
 - b. Participate in the Fulrath Symposium, a half day symposium at the annual meeting of the SOCIETY and present a 20-40 minute technical paper addressing the topical area for which they were recognized with the Fulrath Award.
 - c. The American academic and industrial awardees are expected to attend and present papers at the annual meeting of the Ceramic Society of Japan within 2 years upon receiving the Award. The American awardees are also expected to visit universities and industrial laboratories and present seminars as arranged by the Japanese Fulrath Memorial Association Committee.
 - d. To honorably promote technical and personal friendships between all Japanese and American professional ceramic engineers / scientists and encourage understanding between the diverse cultures surrounding the Pacific Rim.
 6. The Richard M. Fulrath Award Committee shall have the duty and responsibility to address any issues surrounding this award that are not specifically covered by these rules and to report those items to the SOCIETY Board of Directors at the next meeting of that Board.

I. SPRIGGS PHASE EQUILIBRIA AWARD

Qualification: "Most valuable contribution to phase stability relationships in ceramic-based systems literature during the calendar year prior to selection."

Certificate and honorarium

1. The Committee on the Richard and Patricia Spriggs Phase Equilibria Award ("the Spriggs Phase Equilibria Award") shall be a defined standing committee. ~~composed of the members of the Sub-Committee on Phase~~

~~Equilibria Program. The chair of the Sub-Committee on Phase Equilibria Program shall be the chair. The committee shall be comprised of:~~

- ~~a. No less than six members who have experience with research into and/or use of phase equilibrium diagrams. Two members shall be appointed by the President and approved by the Board of Directors each year for a term of three years.~~
- ~~b. The SOCIETY Executive Director, or designee, (ex officio).~~
- ~~c. The NIST Editor-in-Chief (ex officio)~~
- ~~d. A Chair, appointed from the regular members, by the President for a term of one year~~

2. The Committee shall each year, if any candidate be worthy, select a recipient of the Spriggs Phase Equilibria Award, subject to the approval of the Board of Directors.
 - a. The award shall be given to the author or authors who, in the judgment of the Committee, made the most valuable contribution to phase stability relationships in ceramic-based systems literature during the calendar year prior to the selection. For the purposes of this Committee, a phase equilibria article is defined as a paper, article, or report published in a technical or trade journal, or in a bulletin from a school, laboratory, technical bureau, or experimental station, or in a pamphlet or book form. It must be complete and readily available to the public.
 - b. The recipient shall be selected in the manner provided in Section e. below. Members of the Committee shall not be eligible as recipients during their term of appointment. Should a paper by a member be nominated for the Award, the nominee shall have the privilege of resigning. No recipient shall again be eligible for the Award.
 - c. A certificate containing a specific citation and an honorarium as defined in the Spriggs Phase Equilibria Award Endowment Fund section of this Manual shall be presented to the recipient by the President of the SOCIETY during the next Annual Meeting.
 - d. If the phase equilibria article selected has been written by more than one author, each shall receive a duplicate certificate and an equal share of the honorarium as defined in the Spriggs Phase Equilibria Award Endowment Fund section of this Manual.
 - e. Ten months before the next Annual Meeting, or shortly thereafter, the Award Committee chair shall ask each member of the Committee:
 - 1) Whether any technical article has been published in the previous calendar year that is worthy of consideration for the Award.
 - 2) If the answer to 1) is affirmative, it indicates a paper or papers which merit consideration.
 - 3) If the vote on 1) is unanimous in the negative, the President and secretary of the SOCIETY shall be so advised and no further action shall be required that year.
 - 4) If the vote on 1) is not unanimous in the negative, the chair shall submit the list of papers nominated, including the chair's own nominations (if any) under 2) to the Committee and request each member to indicate the member's first, second, and third choice of the papers nominated. The chair (also) shall cast a similar ballot.
 - f. The procedure then shall be as follows:
 - 1) If four of the five members of the Committee select as first choice the same article, such choice shall be final and the Award made on it.
 - 2) If there is no such agreement, the Chair shall score each first choice as three, each second choice as two, and each third choice as one and compute the total score for each nomination.
 - 3) The chair then shall select not more than five of the nominations securing the highest score and ask each other member of the Committee to indicate the member's first, second, and third choice of the selections on a ballot. The chair shall not vote during this balloting. This procedure shall be repeated and after each ballot, the nomination receiving the lowest point score will be eliminated until but two remain. The Committee then shall select the winning nomination from the two and the chair may vote in case of a tie. If during this balloting, any nomination is the first choice of three voters, it shall be declared the winner, and the author shall be the recipient of the Award.
 - 4) The chair thereupon shall forward the name of the author(s) and the title of the publication nominated, to the Executive Director of the SOCIETY not later than five months prior to a forthcoming Annual Meeting for action by the Board of Directors. More than one publication may be mentioned in the citation, but one particular technical article or publication shall be specified as the one for which the Award is made.
 - 5) After approval by the Board of Directors, the Executive Director shall have the certificate prepared.