

**RULES OF THE EDUCATION AND PROFESSIONAL DEVELOPMENT COUNCIL  
OF  
THE AMERICAN CERAMIC SOCIETY**

**ARTICLE I. NAME**

1. The name of this organization shall be The Education and Professional Development Council, hereinafter the EPDC, a Class of The American Ceramic Society, hereinafter the SOCIETY.

**ARTICLE II. PURPOSE**

1. It shall be the purpose of the EPDC to stimulate, promote, and improve education and professional development in the field of ceramics.
2. The EPDC shall represent the SOCIETY in matters pertaining to education and professional development as specifically authorized by the Board of Directors.
3. The EPDC shall seek to maintain communication among other groups within the SOCIETY in matters relating to education and professional development.

**ARTICLE III. MEMBERSHIP**

1. The Council shall consist of SOCIETY Members in good standing who are interested in advancing the purpose of the EPDC and who make formal requests for membership.
2. All Members of the EPDC shall be entitled to vote on EPDC matters and to hold office.

**ARTICLE IV. GOVERNANCE**

1. The officers of EPDC shall be two Co-Chairs. The Co-Chairs shall be Members of the EPDC appointed by the SOCIETY President. The President is encouraged to selected EPDC Members with demonstrated experience in the educational and professional development efforts of the SOCIETY.
2. The terms of office of the Co-Chairs shall be staggered two-year periods, from the close of one Annual Meeting of the SOCIETY to the close of the second succeeding Annual Meeting, or until their respective successors have been appointed. Each Co-Chair shall be eligible for immediate reappointment, with the intent of maintaining continuity of the EPDC leadership.
3. The powers and duties of the Co-Chairs shall be those usually associated with such offices.

**ARTICLE V. MEETINGS**

1. The annual business meeting of the EPDC shall be held during the week of the Annual Meeting of the SOCIETY.

2. Five Members of the EPDC shall constitute a quorum at the annual business meeting or at any other business meeting.
3. The Co-Chairs are to hold additional business meetings throughout the year via teleconference or other appropriate means. The timing of these meetings should be selected to appropriately support education and professional development activities at SOCIETY events throughout the year.

#### **ARTICLE VI. OFFICERS**

1. The Co-Chairs shall have general supervision of the affairs of the EPDC. They shall preside, or appoint a substitute to preside, at all meetings of the EPDC. The Co-Chairs shall appoint all standing and special committees of the EPDC, unless otherwise specified in these rules.
2. The SOCIETY President shall be asked to appoint a new Co-Chair should one of the Co-Chairs become unable to serve during the period between Annual Meetings of the SOCIETY.
3. The Co-Chairs shall be responsible for the editorial content of any publication by the EPDC.
4. The Co-Chairs shall each year, prior to three months before the next Annual Meeting of the SOCIETY, make an annual report to the Board of Directors, through the President of the SOCIETY, covering the activities of the EPDC during the previous year. The report shall include a financial statement for that year, number of meetings held, number of Members enrolled, and such other information as is necessary to portray the work and status of the Class.

#### **ARTICLE VII. NOMINATIONS AND ELECTIONS**

1. Nominations for EPDC Co-Chair and EPDC Awards Committee Members shall be coordinated by the Co-Chairs and submitted to the SOCIETY President and Board of Directors, as appropriate, for their action.
2. Any EPDC Member may participate in the nominations process, with equal weight being applied to each nomination.
3. The Co-Chairs will coordinate timing of the nominations processes with the SOCIETY Staff.
4. The Co-Chairs shall notify newly appointed Members of their roles and responsibilities immediately after the appointments are made.

#### **ARTICLE VIII. RELATIONS WITH THE SOCIETY**

1. As defined elsewhere in these Rules, the SOCIETY President shall be asked annually to appoint the Co-Chairs of the EPDC. The SOCIETY Board of Directors shall be asked to approve nominations of EPDC members to the EPDC Awards Committee.
2. The EPDC Co-Chairs shall promptly appoint EPDC representatives to special committees of the SOCIETY upon notification from the President of the SOCIETY.

3. The EPDC shall neither expend funds of the SOCIETY nor incur indebtedness without the formal approval of the Board of Directors.
4. The provisions of the Constitution, By-Laws, and Rules of the SOCIETY shall govern the procedure of the EPDC, but no action or obligation of the EPDC shall be considered an action or obligation of the SOCIETY.
5. It shall be an objective of the EPDC to work closely with those Divisions, Sections, and other groups within the SOCIETY on matters pertaining to education and professional development.
6. The Co-Chairs or their designees shall actively engage Members of the Young Professionals Network (YPN), Members of the President's Council of Student Advisors (PCSA), and Members of the Keramos Board of Directors in pursuing educational and professional development activities. Members of the EPDC are encouraged to serve as a resource pool for these groups, such as serving as advisors to the PCSA.
7. It shall be an objective of the EPDC to work closely with the Ceramic and Glass Industry Foundation (CGIF). The Co-Chairs or their designees shall maintain open communication with the Director of the CGIF. Members of the EPDC are encouraged to serve as a resource pool for activities of the CGIF.
8. In the event of the dissolution of the EPDC and the discharge of its debts and settlement of its affairs, any funds and property of the EPDC remaining thereafter shall be conveyed to the SOCIETY for the general purposes of promoting education and professional development in ceramics.

#### **ARTICLE IX. FINANCES**

1. The finances of the EPDC shall be governed in accordance with the Constitution, By-Laws, and Rules of the SOCIETY.
2. Members of the EPDC may be assessed dues at a rate as determined by the Co-Chairs and approved by a majority vote of EPDC Members.

#### **ARTICLE X. COMMITTEES**

1. The Standing Committees of the EPDC shall be as follows:
  - a. Awards Committee
  - b. Accreditation Committee
  - c. Material Advantage Committee Representatives
2. The Awards Committee shall be a defined standing committee of the EPDC composed of five members of the EPDC who have reached their 41st birthday prior to the current year. Members of this Committee will be appointed by the Board of Directors of the SOCIETY upon recommendation by the Co-Chairs of the EPDC; one member shall be appointed each year for a term of five years. They shall not be eligible for immediate reappointment. The senior member shall serve as chair of the Committee for all of its activities each year.

3. The Accreditation Committee shall be a defined standing committee of the EPDC composed of those members who are involved with SOCIETY efforts related to ABET. Members of this committee shall be appointed by the EPDC Co-Chairs. Members may serve on this Committee with no term limit. The members of the Accreditation Committee shall select a Chair for the purposes of reporting committee activities to the EPDC Co-Chairs and to the SOCIETY Board of Directors.
4. The Material Advantage Committee Representatives shall be a defined standing committee of the EPDC composed of four members of the EPDC. Members of this committee shall be appointed by the EPDC Co-Chairs. Members may serve on this Committee with no term limit. Members of this Committee will serve as the SOCIETY representatives to the Material Advantage Committee.
5. The Co-Chairs may at any time appoint ad-hoc committees and delegate to them such authority the Co-Chairs deem proper, within the limitations of the Constitution, Bylaws, and Rules of the SOCIETY and Rules of the EPDC.
6. Members of the EPDC may at any time petition the Co-Chairs for the formation of ad-hoc committees. Ad-hoc committees may be formed, staffed, governed, and dissolved as approved by the Co-Chairs and as appropriate to carry out the purposes of the EPDC, within the limitations of the Constitution, Bylaws, and Rules of the SOCIETY and Rules of the EPDC.
7. It shall be the duty of all committees to transmit copies of all reports to the Co-Chairs for distribution to the EPDC membership and to the SOCIETY Board of Directors. Presentation of the Accreditation Committee report by the Accreditation Committee Chair or designee shall be requested to be a standing agenda item for each SOCIETY Board of Directors Meeting.

#### **ARTICLE XI: AWARDS**

1. EPDC Class awards and professional recognitions are the responsibility of the EPDC Awards Committee.
2. Titles, purposes, qualifications, and selection processes for the awards under the purview of the EPDC Awards Committee are defined in the Procedures Manual of the SOCIETY.
3. Members of the EPDC may petition for the addition of an EPDC Class award with the approval of the Co-Chairs. The SOCIETY Parliamentarian shall be requested to assist with the development of procedures for the administration of any new award.

#### **ARTICLE XII. AMENDMENTS**

1. Amendments to these Rules may be proposed by an EPDC Member at any time, and after approval by the Co-Chairs and SOCIETY Parliamentarian, shall be circulated to the membership for voting by appropriate means as coordinated by the SOCIETY Staff. A period of at least 30 days must be allowed for voting.
2. An amendment must be ratified by a majority of the votes received. An amendment shall take effect immediately upon the determination of an affirmative vote.

3. The EPDC membership shall be notified of the amendment by suitable means within ninety days of the action.