

RULES of the BIOCERAMICS DIVISION of
THE AMERICAN CERAMIC SOCIETY

As Drafted November 2017

Article E-1. NAME

1. The name of this division of The American Ceramic Society shall be the Bioceramics Division.

Article E-2. PURPOSE

Mission: To stimulate the growth and activity of the Society, particularly in the areas of the science, engineering, and manufacturing of bioceramics, biocomposites, and biomaterials.

Vision: Foster an environment that stimulates innovation, education, and networking amongst members and to build relationships with strong ties to bioceramics and biomaterials related industries.

Article E-3. MEMBERSHIP

1. The membership of this Division shall consist of all members of the Society who have enrolled in the Division by so instructing the Society. The voting membership of the Division shall be all members except Student Members or as currently specified by Article RIII-2 of the Society Constitution.

Article E-4. OFFICERS

1. The officers of this Division shall be a Chair, a Chair-Elect, a Vice-Chair (who is Program Chair), and a Secretary. They shall be voting members of the Division.
2. The term of office of each officer, shall be one year, to wit: from the close of one Annual Meeting of the Society to the close of the next Annual meeting, or until his/her successor is duly elected and qualified. The officer term of the initial year of the division, shall be two years.
3. The Division Chair shall have general supervision of the affairs of the Division, presiding at all meetings of the Division and of the Division Executive Committee. If unable to do so, and in the event of the refusal or inability of the Chair-Elect or Vice-Chair to attend and preside, the Chair shall appoint a substitute. The Chair shall be responsible for the editorial content of any publication of the Division.

4. The Chair-Elect shall preside at all meetings in the absence of the Chair and shall assist the Chair as requested. At the conclusion of the term, the Chair-Elect succeeds to the office of Division Chair.
5. The Vice-Chair shall assist the Chair as requested and shall succeed to the office of Chair-Elect at the conclusion of the term as Vice-Chair.
6. The Secretary shall keep minutes of all Division business meetings and shall keep a full record of the correspondence of the Division. At the end of the term of office, the Secretary succeeds to the office of Vice-Chair.
7. In the event of the inability or refusal of an officer to perform, the officer next in line assumes the powers and duties of the office and if the office becomes permanently vacant, assumes the title of the office (Chair-Elect becomes Chair, etc.).

Article E-5. GOVERNMENT

1. The affairs of this Division shall be directed by an Executive Committee consisting of the Division Chair, the Chair-Elect, the Vice-Chair, and the Secretary.
2. Vacancies in the Division executive offices shall be filled as described above. The member so appointed shall not forfeit the privilege of election to office. The appointee's name and written acceptance shall be promptly transmitted to the Executive Director of the Society. The appointment shall be made by majority vote of the Executive Committee members remaining.

Article E-6. NOMINATIONS AND ELECTIONS

1. The Division Nominating Committee shall consist of three members: the two immediate past chairs of the division and the present Division Chair. Their duties are to present nominees for the office of Secretary and to confirm that those succeeding in office are able to do so. In the case of the inability of any member of the committee to serve, they are to be replaced by nomination by the Division Chair and signed endorsement of at least 15 voting members of the Division.
2. The name of the candidate(s) selected by the Division Nominating Committee, as well as the acceptance of each new candidate, shall be forwarded to the Division Chair in sufficient time that the Chair can provide the name(s) to the Executive Director to have the candidate's name, as well as the names of those succeeding in office, published in the Bulletin of the Society on or before seven months prior to the forthcoming Annual Meeting.

3. Additional nominations for any office may be made by petition bearing the signatures of 5 voting members of the Division, accompanied by the assent of each nominee, forwarded to reach the Executive Director of the Society six months prior to the Annual Meeting.
4. Uncontested election slates will not require a ballot. Otherwise, election shall be by ballot as provided by Society rules. If a ballot is submitted the candidate for each office who receives a plurality of the votes cast shall be elected.

Article E-7. MEETINGS

1. Meetings of the Division shall be held for the purpose of presenting professional papers, holding discussions and conducting appropriate business.
2. The Annual Meeting of the Division shall be held in conjunction with the Annual Meeting of the Society.
3. Interim Division meetings may be held under Society supervision following appropriate notification of the Division membership.
4. Special business meetings may be called by any three of the Division Executive Committee members or by petition of 10 voting members on thirty days' written notice.
5. Joint meetings with other Divisions and Classes and/or Societies may be held as authorized by the Executive Committee with approval of the Society.
6. A quorum at any Division business meeting shall be 10 voting members.

Article E-8. DIVISION FUNDS

1. The Division may raise funds through special projects.
2. Expenditure of funds by the Society Treasurer shall be upon the authorization of the Division Executive Committee.

Article E-9. RELATION WITH THE SOCIETY

1. See Articles E-4 and E-5 for terms of office and filling vacancies.
2. All appointments to Society committees currently required by Society rules shall be made as authorized in Article E-10.
3. The Division shall not expend funds of the Society or incur indebtedness without the approval of the Board of Directors.

4. The Division shall not incur indebtedness for funds it does not have.
5. Special funds to be expended for approved purposes may be collected by the Division or an authorized committee thereof. Such funds shall be deposited with and accounted for by the Society and paid out as stipulated in Article E-8.4.
6. The Division shall not establish or create awards without the approval of the Board of Directors.
7. The provisions of the Charter, Constitution, By-Laws and Rules of the Society shall govern the procedure of all divisions, but no action or obligation of a division shall be considered an action or obligation of the Society. The previous sentence shall be printed on any publication issued by the Division.
8. In the event of the dissolution of the Division and the discharge of its debts and settlement of its affairs, any funds or property of the Division remaining shall be conveyed to the Society for the general purposes of the Society in promoting the ceramic arts and sciences.
9. The incoming Division Chair shall appoint committee members and representatives to the Society as far in advance of the Annual Meeting as feasible.
10. The Division Chair shall promptly appoint Division representatives to special committees of the Society upon proper notification by the Society.

Article E-10. COMMITTEES

1. The Permanent Committees of the Division shall be as follows:

a. Executive	e. Membership
b. Programs and Meetings	f. Rules
c. Nominating	g. Education
d. Fellows Nominations	h. Awards/Scholarships
2. The Division Chair may, from time to time, appoint such committees and delegate to them such powers as he or she may deem proper, subject to the Rules of the Division and the Society. (See Temporary Committees in the Division SOP.) Temporary committees are appointed for one year and may be re-authorized, with members eligible for immediate re-appointment.
3. Each committee shall consist of a Chair appointed by the incoming Division Chair, unless otherwise stated in Article E-10. Each Chair shall serve for one year and be immediately eligible for re-appointment. The Committee Chair represents the Division, as instructed, on any corresponding Society Committee. Additions and exceptions to this general committee policy are stated below.

4. Committee Chairs may choose additional members of their committees and inform the Division Chair of their choices.
5. The Executive Committee is chaired by the Division Chair and consists of those officers shown in Article E-4.1.
6. The Chair of the Committee on Programs and Meetings is the Division Vice-Chair. This Committee is in charge of planning and running the current Annual meeting of the Division and any other annual or biannual meeting.
7. The duties of the Nominating Committee are covered in Article E-6.
8. The Fellows Committee chooses nominees from the Division that are worthy of being considered by the Society to become Fellows. The committee has a Chair and 2 members, who must be ACerS Fellows, each of which serve 3 year terms, one ending each year. The senior member is the Chair, and each new member is appointed by the Division Chair. The Division must also select a representative to serve on the Society's Panel of Fellows, also an ACerS Fellow, to serve a 3 year term.
9. The purpose of the Membership Committee is to increase the membership of the Division.
10. The purpose of the Rules Committee is to update both the Rules and the SOP of the Division and to inform the members and officers of the Division as to their content.
11. The Committee on Education interfaces both with Universities having programs in ceramic materials and with the Education and Professional Development Council of the Society.
12. The Committee on Awards/Scholarships has the responsibility to: (a) study areas of possible service to the division, (b) recommend to the Division Officers possible needs of awards within the Division, and (c) investigate and publicize available scholarships and fellowships to the Division members to acquaint them with the mechanics and to increase the general awareness of the existence of such aids.

Article E-11. AMENDMENTS

1. These Rules may be amended by two-thirds majority vote of those voting by ballot.
2. Amendments to these Rules must be consistent with the provisions of the Charter, Constitution, By-Laws and Rules of the Society.
3. Amendments may be proposed and accepted for balloting by a petition signed by 10 voting members of the Division or by voting with at least 10 voting members of the

Division at a Division Business meeting. In the latter case, at least 10 votes for the proposed amendments must be received.

4. The Executive Director of the Society, upon receipt and verification of the petition to amend and text of the amendment(s), shall prepare, distribute, and tally 30 days after the distribution the returned vote upon the proposed amendment(s) and notify the Division Chair as to the result.
5. Amendments to these Rules shall become effective upon the receipt by the Chair of notification of their passage or upon the stated effective date, whichever is the later date.