

Rules of the ENERGY MATERIALS AND SYSTEMS DIVISION of THE AMERICAN CERAMIC SOCIETY

Article I. Name

The name of this Division shall be the Energy Materials and Systems Division (hereafter the Division) of THE AMERICAN CERAMIC SOCIETY (hereafter the Society).

Article II. Purpose

1. It shall be the purpose of this Division to stimulate the growth and activities of the Society in the arts and sciences pertaining to ceramic and glass materials for energy-related applications.
2. The Division shall represent the Society, when specifically authorized by the Board of Directors, in matters pertaining to the science and engineering of ceramic and glass materials and related technology, as they apply to the harvesting, conversion, storage, transport and utilization of energy.
3. The Division will foster an environment that stimulates collaboration, innovation, education, and networking among members with interest in ceramics and glass for energy-related applications.

Article III. Membership

1. The Division shall consist of those members of the Society in good standing whose interest lies within the field covered by the Division and who have instructed the General Secretary of the Society to so enroll them.
2. The voting membership of the Division shall be as specified in Article III.2 of the Society Constitution.
3. All members of the Division, with the exception of Student Members, shall be entitled to hold office in the Division.

Article IV. Government

1. The Division shall have power to make such rules, elect such officers and conduct such business as it may deem proper, consistent with the Charter, Constitution, By-Laws, and Rules of the Society.

2. The affairs of this Division shall be managed by an Executive Committee consisting of the Division Officers, and members of the Board of Directors whose primary membership is with the Division. The Chair of the Division shall be Chair of the Executive Committee.
3. The term of office of the Division Officers shall be one year; from the close of one Annual Meeting of the Society to the close of the next succeeding Annual Meeting, or until the respective successor has been elected and duly qualified.
4. The provisions of the Charter, Constitution, By-Laws and Rules of the Society shall govern the procedure of the Division, but no action or obligation of the Division shall be considered an action or obligation of the Society. The previous sentence shall be printed on any publication issued by the Division.

Article V. Officers

1. The Division Officers shall be the Chair, Vice-Chair, Secretary, and Program Committee Chair. They shall be voting members of the Division.
2. The Chair shall have general supervision of the affairs of the Division. The Chair shall preside, or shall appoint a substitute to preside, at all meetings of the Division and of the Division Executive Committee. The Division Chair shall submit a Division status report to the Board of Directors when required, and shall keep the Executive Committee informed of pertinent actions taken by the Board.
3. The Vice-Chair shall assist the Division Chair as requested and shall succeed to the powers and duties of the Division Chair in the event of the refusal or incapacity of the Division Chair to perform them. At the conclusion of the term of office, the Vice-Chair shall succeed to the office of Chair.
4. The Secretary shall keep minutes of all meetings of the Division and of the Executive Committee. The Secretary shall promptly file a report of each meeting with the Executive Committee and Committee Members. The Secretary shall keep a full record of the correspondence of the Division. At the conclusion of the term of office, the Secretary shall succeed to the office of Vice-Chair.
5. The Program Committee Chair shall have general supervision of Division activities pertaining to technical programming at Society meetings and conferences. The Program Committee Chair shall be responsible for the editorial content of any publication of the Division. At the conclusion of the term of office, the Program Committee Chair shall succeed to the office of Secretary.
6. Any vacancies among the Division Officers occurring during a term of office shall be filled by appointment by the remaining members of the Executive Committee, to serve until the close of the next Annual Meeting or until a successor is named.
7. The Division Officers shall serve as ex officio members of all Division Committees.

Article VI. Nominations and Elections

1. The Nominating Committee of the Division will present nominees for the office of Program Committee Chair and Program Committee Vice-Chair and will confirm that those succeeding Division Officers are able to do so.
2. The name of the candidate(s) selected by the Nominating Committee of the Division, as well as the acceptance by each new candidate, shall be forwarded to the Division Chair in sufficient time that the Chair can provide the name(s) to the Society 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 at least 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 consent of each nominee, forwarded to reach the Society Executive Director at least six months prior to the forthcoming 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 VII. Meetings

1. The annual meeting of the Executive Committee and annual business meeting of this Division shall be held during the week of the Annual Meeting of the Society. The annual business meeting shall be an item on the Division program and the time of the annual business meeting shall be conspicuously posted in the Society Annual Meeting Program.
2. The Division members present at the annual business meeting or any special Division business meeting shall constitute a quorum.
3. Business management of meetings of the Division shall in all cases be conducted by the Society Staff.
4. Interim Division meetings may be held under Society supervision following appropriate notification of the Division membership.
5. Special business meetings may be called by any three of the Division Executive Committee members or by petition of 10 voting members on thirty day's written notice.
6. Joint meetings with other Divisions and Classes and/or Societies may be held as authorized by the Executive Committee with approval of the Society.
7. The primary technical meeting of the Division shall be the Materials Challenges in Alternative and Renewable Energy (MCARE) Conference. In addition, the division plans to continue the Energy Harvesting meeting as a combined meeting with MCARE in even years and a standalone meeting in odd years.

Article VIII. 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.
3. The Division shall not expend funds of the Society or incur indebtedness without the approval of the Board of Directors.
4. 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 Treasurer and paid out upon the authorization of the Division Executive Committee.
5. 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.

Article IX. Committees

1. The Standing Committees of the Division shall be as follows:
 - Executive Committee
 - Program Committee
 - Nominating Committee
 - Fellows Nominating Committee
 - Awards Committee
 - Rules Committee
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. Such temporary committees are appointed for one year and may be reauthorized, with members eligible for immediate reappointment.
3. Each committee shall consist of a Chair appointed by the incoming Division Chair, unless otherwise stated in Article IX.
4. Committee Chairs may choose additional Members of their committees and shall inform the Division Chair of their choices.
5. The term of office of the Division committee Chairs and Members shall be one year; from the close of one Annual Meeting of the Society to the close of the next succeeding Annual Meeting, or until their respective successors have been selected. There are no limits to the number of successive terms served for Division committee Chairs and Members.

6. The Division Chair shall promptly appoint Division representatives to special committees of the Society upon proper notification by the Society.

7. The Executive Committee is chaired by the Division Chair and consists of those officers as described in Article IV with such duties as described in Article V.

8. It shall be the duty of the Program Committee to solicit technical papers, arrange the program of technical meetings and symposia sponsored by the Division, and to coordinate the presentation of papers. The Program Committee will coordinate publication of symposia proceedings when appropriate. In the absence or incapacity of the Program Committee Chair, the Program Committee Vice-Chair shall assume the office of the Program Chair.

9. The Nominating Committee of the Division shall consist of the Immediate Past Division Chair, Chair, Vice-Chair, and Secretary. The Vice-Chair shall serve as Chair of the Nominating Committee. It shall be the duty of the Nominating Committee to make nominations for the Program Committee Chair and Program Committee Vice-Chair. The Nominating Committee shall also recommend qualified Division candidates to the Society Nominating Committee for Board of Directors positions. The Nominating Committee shall follow Society guidelines in developing a diverse pool of candidates.

10. It shall be the duty of the Fellows Nominating Committee to make nominations of Division Members for elevation to Fellow of the Society. The Chair of the Fellows Nominating Committee shall be a Fellow Member of the Society.

11. It shall be the duty of the Awards Committee to develop and recommend to the Division Executive Committee awards to be given by the Division. The Awards Committee shall be responsible for administering existing Division awards and coordinating appropriately with Society Staff.

12. It shall be the duty of the Rules Committee to review and suggest amendments to these Rules of the Division when requested by the Division Executive Committee or when deemed appropriate by the Chair of the Rules Committee.

Article X. Awards

1. The Division shall not establish or create awards without the approval of the Society Board of Directors.

2. The Program Committee Chair shall serve as Chair of the Outstanding Student Researcher Award Committee. The members of the Executive Committee shall serve on the Outstanding Student Researcher Award Committee. It shall be the duty of this Committee to solicit applications for this award in cooperation with the Society Staff and to select a winner for the award. It is also the responsibility of the committee to facilitate the presentation of the award at the Annual Meeting of the Society and to notify the Society of the selection of an awardee so that announcements may be made in Society publications.

3. The D. T. Rankin Award recognizes a volunteer member of the Division who has demonstrated exemplary service to the Division. The award is named in memory of D. Thomas Rankin, a longtime member of the Society's former Nuclear and Environmental Technology Division who served as its Chair and Trustee for a number of years. The Division Chair shall serve as the Chair of the D. T. Rankin Award Committee. The Immediate Past Chair, Vice-Chair, and a past recipient of the D. T. Rankin Award (selected by the Division Chair) shall also serve on the Committee. The D. T. Rankin Award Committee is responsible for selecting an award recipient from nominations submitted by the Division membership. The awardee need not be a current member of the Division or the Society. A summary of the Committee activities must be prepared and presented to the Executive Committee at least one month prior to the abstract deadline of the Annual Meeting, in order to allow the awardee an opportunity to give an invited presentation as part of the Division programming. The Chair of the Rankin Award Committee will notify the awardee of his/her selection for the award, and coordinate with the Program Committee Chair regarding the awardee's invited presentation, should the awardee be willing. The D. T. Rankin Award Committee may elect not to confer the award in a given year, although they must provide a summary of their activities to the Executive Committee. Presentation of the D. T. Rankin Award is made at the annual Division business meeting held in conjunction with the Society Annual Meeting. The Chair of the D. T. Rankin Award Committee shall notify the Society upon the selection of the awardee so that announcements may be made in Society publications.

Article XI. Division Technical Interest Groups

1. This Division was formed with the combined interests of the former Energy Harvesting Society, the Society's former Nuclear and Environmental Technology Division, and other individuals with interests in ceramic and glass materials for energy-related applications. Should members of this Division wish to self-organize in groups related to more specific technical topics, they are encouraged to do so via the formation of Technical Interest Groups (TIGs). TIGs are Self-Directed Committees as defined in the Society Constitution. They are intended to focus on interdisciplinary topics, particularly those that cut across multiple Divisions.

2. Members who wish to form a TIG shall prepare a brief application for approval by the Society Strategic Planning and Emerging Opportunities Committee (SPEO). Members are encouraged, but not required, to seek prior approval and support from the Division Executive Committee.

3. The application to be submitted by Division members to SPEO shall include:

- TIG name: e.g., TIG on Nuclear Energy Materials; TIG on Energy Harvesting Technologies; etc.
- Names of members to serve as Chair and Associate Chair, who are willing to commit time (three years) to organize and promote TIG activities.
- Names of additional eight Society members who will participate in TIG activities. Each new TIG shall have at least ten members; there are no restrictions on how many TIGs a Division member may participate in, but no member may be Chair or Associate Chair of more than one TIG.
- One paragraph that describes the goals and interests of the TIG, and one paragraph that outlines plans: e.g., organize symposia, round-robin research projects, publications, etc.

4. The TIG Chair shall submit an annual report to SPEO and to the Division Executive Committee at least 14 days prior to the start of the Society Annual Meeting. The report shall include “Goals and objectives of TIG”, “Activities completed during the year”, and “Plans for the next year”.

5. The TIG shall be considered dissolved if fewer than ten members maintain an active interest in activities of the TIG.

Article XII. Amendments

1. The Chair of the Rules Committee shall distribute any proposed amendments to the Rules of the Division to the Division Executive Committee not less than four weeks prior to the Annual Meeting of the Society for review.

2. Amendments to the Rules of the Division may be ratified by a majority vote of the Division Executive Committee during the Annual Division Executive Committee Meeting, or at other times as deemed appropriate by the Executive Committee.

3. The Chair of the Rules Committee shall be responsible for transmitting any ratified amendments to the Rules of the Division to the Society Parliamentarian for review and to the appropriate Society staff member for publication.