



PUBLIC & GOVERNMENTAL AFFAIRS COMMITTEE BYLAWS

Purpose Statement

The TMS Public & Governmental Affairs Committee serves to actively promote to both the public and government, the economic, social, and environmental importance of materials research and development. This multi-faceted purpose includes:

- To educate the public and Congress to the ubiquitous nature of specifically designed materials in all sectors of the economy;
- To encourage the TMS membership to bring Materials Science and Engineering issues to the attention of the public at all levels of society and of politicians at the local, state, and national levels;
- To facilitate the timely transfer of information among the principals in the field of materials;
- Collaborate with other committee within TMS on topics of common interest;
- Provide input to the TMS Board of Directors and Committees on the interplay and opportunities for improvement of TMS programs as related to public and governmental affairs;
- Maintain and update the formal list of TMS Advocacy Interests.

Procedures

The committee will plan, coordinate, execute, monitor, and support the TMS role and mission in public and governmental affairs. It reviews and recommends appropriate plans for more effective representations of the Materials Community in related public and governmental affairs, provides technical resources and information to appropriate agencies and Congress, provides guidelines for the TMS relationship with other societies and umbrella organizations provides inputs to the TMS president regarding policy issues and position papers, and plans for Congressional briefings (called Materials Information Luncheons) on materials-related issues and initiatives including through TMS/ASM Distinguished Lectureship in Materials & Society, Congressional visits, and produces TMS position letters.

The Chair and Vice-Chair will serve on the selection committee for the TMS/ASM Joint Distinguished Lectureship in Materials and Society Award and encourage submissions prior to the September 1 Submission Deadline of each year.

The Chair will serve as a member of the International Affairs Committee.

The Vice Chair will serve as an Ex-Officio member of the Materials Innovation Committee.

Structure

This committee will consist of the following:

- Committee Chair who is the TMS Public & Governmental Affairs Director serving on the TMS Board of Directors
- Vice Chair

- Past Chair
- Up to fifteen (15) Members-At-Large appointed by the TMS Vice President
- Each of the five (5) Technical Divisions may appoint a representative for a three-year term
- TMS Past President, ex officio with vote
- TMS President, ex officio with vote
- TMS Vice President Ex-Officio, ex officio without vote
- TMS Executive Director, ex officio without vote

The committee will establish subcommittees and/or ad hoc task groups as needed to most effectively accomplish its objectives and engage TMS volunteers. Subcommittees and ad hoc task groups can be established and/or disbanded by the Chair as required.

The Committee has one subcommittee:

- **Legislative Affairs Subcommittee:** Led by a committee member as designated by the Chair. The subcommittee chair has the authority to select subcommittee members for chair approval. The Legislative Affairs Subcommittee work with TMS staff to provide an initial review of legislative topics coming for TMS lobbying support or other sources to determine whether or not to raise to the full committee for action. The subcommittee also collects talking points for the annual Congressional visits.

Term of Office

Chair:	3 years
Vice Chair:	3 years
Past Chair	3 years
Members:	3 years staggered terms

Nomination Process for Vice Chair

The Vice Chair serves for a period of three years and does not automatically ascend to the position of committee chair. The Vice Chair is encouraged to apply to be the committee chair through the process as outlined in the Nomination Process for Chair section below. The chair also serves as the Public & Governmental Affairs Director on the Board of Directors and is subject to the nomination and election process that is in place for this position. (TMS Bylaws, Section 3.6).

Nominations

Prior to the TMS Annual Meeting in which the current Chair's term will be ending, TMS staff will assist the Chair in soliciting nominations for Vice Chair from the members of the committee. Nominations (including self-nominations) will be submitted to TMS staff by a specified deadline. All nominations will then be sent to the Chair at least two weeks prior to the committee meeting. Nominations should include a one-page description of the nominee's qualifications, including relevant past and present TMS experience; a one-page recommendation letter from a current TMS member; and a one-page biography/curriculum vitae of the nominee. Upon closing for nominations by the pre-determined deadline date, nomination forms will be distributed among the voting members of the committee on a confidential basis (by TMS staff). If there are no nominations submitted, the Chair, with the help of the Vice Chair and Past Chair, will jointly forward one or more nominees.

Selection

Voting will be conducted at a committee meeting, or if desired or necessary, by electronic ballot at least one week prior to the committee meeting. The results would then be announced at the committee meeting. If there are multiple candidates, there may be a discussion (in the absence of the nominees) among the current voting committee members (those not present can notify the Chair in writing of their preference prior to the meeting) and a subsequent vote will be held under the jurisdiction of the Chair. Any voting member who is also a nominee will be excluded from the vote. Upon counting the votes, the new Vice Chair will be announced by the Chair. Appointment will be by majority vote; if there is a tie between two or more candidates, the current (outgoing) Vice Chair's vote will prevail. If there is a single candidate only, they will be appointed by acclamation.

Meeting Schedule

The committee meets twice annually at a minimum. An in-person meeting is held at the TMS Annual Meeting & Exhibition, a virtual meeting is held in the fall prior to MS&T, and additional virtual meetings may be called by the chair as deemed necessary.

Committee Actions

Actions of the committee or a subcommittee shall be approved by a majority vote of members participating, provided that a simple majority of members participate in the voting.

Expectations of Membership

Membership on Public & Governmental Affairs Committee is open to individuals who are professional or student members of TMS and who are actively engaged in professional pursuits that lie within the scope of the technical committee. If at any time a committee member allows their membership with TMS to lapse, they will be subject to removal from the roster. Committee members must maintain their TMS membership to be on a TMS committee.

Upon agreeing to serve on the Public & Governmental Affairs Committee, committee members are expected to remain active throughout their terms and to make every effort to fully participate in all meetings and teleconferences of the committee and any subcommittees to which they are assigned. If for whatever reason volunteers find they will only be able to participate in a limited capacity or not at all, they are encouraged to talk with the Public & Governmental Affairs Committee Chair and staff liaison about their availability to continue in the role.

While it is highly desirable that committee members fulfill their term, and it is critical to the success of the committee that the majority of volunteers complete their term with full participation, it is understood that volunteers' personal and professional situations can change. It is critical to have a quorum at meetings and teleconferences in order to vote on committee business. A committee member who is repeatedly absent or nonresponsive may be asked to step down from being a voting member of the committee. The Chair has the authority to revoke membership in the committee if necessary.

Quorum

Quorum is at least half the voting members of the committee present. In addition to those members who are present in person at a meeting, members shall be deemed present at such meeting if a telephone or other communication equipment by means of which all persons participating in the meeting can hear each other at the same time is used. The act of a majority of the members at a meeting at which quorum is present shall be the act of the Public & Governmental Affairs Committee.