

AMERICAN NUCLEAR SOCIETY

Rules for the

Thermal Hydraulics Division

Approved Version of 03/08/2010

Proposed Changes – 06/07/2020 – As Final

Table of Contents

Articles B1 and R1	Name.....	2
Articles B2 and R2	Objectives.....	2
Articles B3 and R3	Obligations to the Society.....	4
Articles B4 and R4	Membership.....	6
Articles B5 and R5	Dues, Assessments, and Contributions.....	7
Articles B6 and R6	Executive Committee.....	8
Articles B7 and R7	Officers.....	11
Articles B8 and R8	Election and Eligibility.....	13
Articles B9 and R9	Standing and Special Committees.....	15
Articles B10 and R10	Meetings.....	22
Articles B11 and R11	Amendments.....	23
Articles B12 and R12	Rules of Conduct.....	24
Articles B13 and R13	Dissolutions.....	25

The Bylaws compared against are the Standard Bylaws adopted by the Thermal Hydraulic Division and approved by the ANS Bylaws and Rules Committee.

Article B1 – Name

1.1 The official designation shall be the Thermal Hydraulics Division of the American Nuclear Society, Incorporated, hereinafter referred to as the Division and Society, respectively.

R1 – Name

1.1 The official name of the Thermal Hydraulics Division of the American Nuclear Society may also be referred to herein as THD.

Article B2 – Objectives

- 2.1 The objectives of the Division shall be consistent with the objectives of the Society, as set forth in its Certificate of Incorporation and in Article B2 of its Bylaws and Rules, principally, the “advancement of science and engineering relating to the atomic nucleus and of allied sciences and arts”.
- 2.2 The Division shall provide, through a group of members of any grades particularly interested in thermal hydraulic technology in the nuclear industry, a means to promote the sciences and arts of that area, within the scope of the Society.
- 2.3 The Division’s area of nuclear science or technology includes: thermal hydraulics, heat transfer and fluid mechanics involved in the utilization of nuclear energy.
- 2.4 To further its objectives, the Division shall:
- a. Hold meetings, or conduct other activities, in accordance with the stated policy of the Society for the presentation and discussion of professional ideas relating to thermal hydraulic technology in the nuclear industry, including heat transfer and fluid mechanics involved in the utilization of nuclear energy.
 - b. Disseminate knowledge and information regarding thermal hydraulic technology in the nuclear industry, including heat transfer and fluid mechanics involved in the utilization of nuclear energy by discussions, communications, and the presentation of papers and other means of information exchange.
 - c. Encourage the formation of closer professional, and, as appropriate, personal relations among the members.
 - d. Cooperate with other scientific and professional groups having related objectives.

R2 – Objectives

2. The THD objectives are set out in the THD Bylaws.

Article B3 – Obligations to the Society

- 3.1 The activities of the Division and its members shall be governed by the provisions of these bylaws which shall be in accord with the provisions of the Certificate of Incorporation and the Bylaws and Rules of the Society. Operation of the Division shall be governed by the laws of incorporation of the Society and their respective Bylaws, Rules, Procedures, and Policies.
- 3.2 In the event of a conflict, the Society’s Bylaws, Rules, Procedures, and Policies shall take precedence over the Bylaws and Rules of the Division.
- 3.3 The Division shall not have authority to act for or in the name of the Society. No action, obligation, or expression of the Division shall be considered an action, obligation, or expression of the Society as a whole. A statement to the effect that the Division assumes sole responsibility for the contents shall be imprinted on any publication regarding an action, obligation, or expression with respect to the Society, issued by the Division. The Division may use its website for this purpose.
- 3.4 The financial affairs of the Division shall be conducted in such manner that the Division shall be financially independent and shall not rely on support from Society funds, except to the limit budgeted by the Board of Directors for each Division. The Division may meet its financial obligations in accordance with the provisions in Article B5.
- 3.5 The Division shall not represent any opinion or position in any matter technical or non-technical as being the official position of the Society or any of its subdivisions without prior approval of the Board of Directors.
- 3.6. The Secretary of the Division shall file with the Executive Director of the Society a copy of the minutes of the Division Executive Committee meetings within thirty (30) days

R3- Obligations to the Society

- 3. The THD Obligations to the Society are set out in the THD Bylaws.

following the meetings date(s) in accordance with B7.3.	
---	--

Article B4 – Membership

- 4.1 Members in good standing in the Society shall be eligible to become members of the Division.
- 4.2 Student members in good standing in the Society shall be voting members and may hold the office of Secretary-Treasurer, Secretary, or Treasurer and serve on the Executive Committee in the Division.
- 4.3 Society members who desire to become members of the Division shall so indicate on the dues billing form issued annually to all Society members by the Executive Director. Society members desiring to join at other times may do so by notifying the Executive Director and paying the associated fee, if necessary.
- 4.4 Society members who desire to terminate their membership in the Division shall so indicate on the annual dues billing form. Society members desiring to resign at other times may do so by notifying the Executive Director. Upon resignation, the member's name shall be dropped from the Division roster and mailing list.
- 4.5 At the discretion of the Executive Committee, the Division may enroll non-Society members as "Division Participants" for a non-renewable period of up to two years. Division Participants shall be "non-Society" members who qualify by submitting an application and paying a fee for an amount and via a path approved by the Executive Committee of any Professional Division voluntarily choosing to enroll them. Division Participants may be entitled: 1) to receive newsletters and notices of activities of the Division and 2) to participate as non-Society members in Division activities excluding voting and holding elective or appointed offices in the Division. Division Participants shall be encouraged to apply for Society membership.

R4 – Membership

- 4.1 Members of the Division have the right to vote on Division matters.
- 4.2 Student Members of the Society shall be eligible for membership in the Division. Student Members have the right to vote on Division matters. Student Members are eligible to hold positions on the Executive Committee except for the positions of Chair and Vice-Chair.
- 4.5 The THD encourages the involvement of Division Participants. Division Participants need not meet the education and experience requirements that are established for accredited membership in the Society. Unless otherwise specified by the Society, a simple letter of request may suffice as an application for Division Participant status. The Executive Committee shall set dues and conditions of Participant status upon recommendation by the Membership Committee.

Article B5 – Dues, Assessments, and Contributions

- 5.1 The Division may collect dues from its members as provided in the Division Rules. The dues for membership in a Division shall be shown on the annual statement sent to each member of the Society by the Executive Director.
- 5.2 The Division may levy special and reasonable assessments to implement the sponsorship of special or topical meetings when authorized by affirmative vote of not fewer than two-thirds (2/3) of the members present at a regular or special meeting called as provided in these Bylaws.
- 5.3 The Division may also accept non-compulsory financial contributions, but solicitation and acceptance of such contributions shall be subject to the written approval by the Board of Directors and the Executive Director.
- 5.4 The funds derived from these and from any other authorized sources shall be disbursed for the Division by the Executive Director of the Society in response to requests from the Treasurer and Chair and in accordance with the annual operating budget prepared by the Finance Committee of the Division and subject to the limitation stipulated in Article B3.4 of these Bylaws.

R5 – Dues, Assessments, and Contributions

- 5. The THD dues, assessments and contributions statements are set out in the THD Bylaws.

Article B6 – Executive Committee

6.1 The Division shall be managed by an Executive Committee. This Committee shall constitute the governing body of the Division and shall have power to act for the Division in all matters, subject to these Bylaws and to the Certificate of Incorporation and the Bylaws and Rules of the Society.

6.2 The Executive Committee of the Division shall consist of not fewer than six (6) members. The members, elected at large, other than the officers shall have terms not exceeding four (4) years, and the term designated for each shall commence at the close of the Annual meeting of the Society and shall be such as to maintain effective continuity of experience in conducting the affairs of the Division and in performing the duties of the Executive Committee. The Chair of the Division most recently retired shall be an ex-officio member with voting privileges. The Chair of the Professional Divisions Committee of the Society shall be an ex-officio member without vote. The Chair of the Division shall be the Chair of the Executive Committee, and other officers, as defined in Articles B7.2, B7.3, B7.4, and B7.5, shall also serve on the Executive Committee. A quorum shall be a majority of the voting members of the Executive Committee.

6.3 Any vacancy among the officers or on the Executive Committee occurring during their terms shall be filled by appropriate action of the Executive Committee until the next regular election, except that a vacancy in the office of Chair shall be filled by the Vice-Chair (the designated Chair-Elect if there is more than one Vice-Chair), who shall continue also to perform the duties of Vice-Chair until installed as Chair for the following year.

R6 – Executive Committee

6.1 The Executive Committee may empower officers or members of the Executive Committee to act specifically on its behalf in certain matters.

6.2 Composition and Term of Office
a. The Executive Committee of the Division shall consist of not more than twenty (20) members including the Officers, the elected members, and ex-officio members. The elected members shall be elected for three-year terms, for a maximum of two consecutive terms. After serving two three-year terms, a member may be eligible for election again on the condition that a period of three-years lapse before re-obtaining Executive Committee membership.

6.3 Filling of Vacancies:
a. A vacancy among the officers or on the Executive Committee may be declared because of death, resignation, or removal in accordance with Article B6.4.
b. Between elections, a vacancy shall be filled through appointment of an individual by the Chair, with an affirmative vote by two-thirds (2/3) of the Executive Committee members.
c. An individual appointed to fill a vacancy on the Executive Committee shall serve for the remainder of the original term.

6.4 Removal by Executive Committee:

6.4 The Executive Committee may remove members missing more than two (2) consecutive meetings, unless appropriate reasons are provided for missing such meetings.

6.5 In order to provide for handling the affairs of the Professional Division, the Executive Committee shall prepare and adopt, in connection with these Bylaws, suitable Rules. Professional Division Rules, and proposed changes to them, must be reviewed for consistency with Society Bylaws and Rules by the Bylaws and Rules Committee of the Society. A copy of such Rules shall then be filed with the Executive Director of the Society. The procedure for amending the Rules shall be specified in the Rules.

6.6 The Executive Committee shall meet at least twice each year, once during the Annual Meeting and once during the Winter Meeting of the Society, or as appropriate. Other meetings (e.g. at Division-sponsored Topical Meetings) or teleconferences, email communications, and by other appropriate medium of the Executive Committee may be called at any time by the Chair, or at the request of any three or more members of the Committee.

6.7 Voting shall be by an appropriate voting system, under the general procedure stipulated for voting and for handling the ballots in the Bylaws and Rules of the Society. The Executive Director shall declare

An affirmative vote by two-thirds (2/3) of the Executive Committee members is required to remove, for non-attendance or other good cause, an Officer from office or an elected member from the Executive Committee.

6.5 Amendments to Division Rules:

a. Amendments to Division Rules may be proposed by any member of the Executive Committee during a Committee meeting and approved by a simple majority of the members present.

b. Amendments adopted by the Executive Committee shall be provided to the Society Bylaws and Rules Committee for review and endorsement. The original set of Division Rules, and any amendments to them, must be reviewed by the Bylaws and Rules Committee for consistency with Society Bylaws and Rules.

c. In the event that an approved amendment does not attain a 2/3 vote of the Executive Committee, the Chair may direct the amendment to be put to a Division vote at the next scheduled election.

d. The approved amendments to Division Rules shall become effective upon being filed with the Executive Director of the Society.

e. The Division Secretary shall notify the Division membership of the amended Rules in a printed or electronic newsletter.

elected to each position the candidate receiving the most votes for that position. If a tie occurs, the Division shall resolve the tie by a vote of the members of the Executive Committee. The elected candidates shall be installed and their terms of office shall commence at the close of the Annual Meeting of the Society

Article B7 – Officers

- 7.1 The officers of the Division shall be a Chair, at least one Vice-Chair, a Secretary, and a Treasurer. The duties of the Secretary and Treasurer may be combined into a single office (i.e., Secretary-Treasurer). All officers shall hold their offices for a one-year or two-year term or until their qualified successors are elected or appointed.
- 7.2 The Vice-Chair (or one of them if there is more than one) at the time of election shall be designated Chair-Elect, and at the expiration of that term will automatically succeed to the office of Chair.
- 7.3 The Secretary or Secretary-Treasurer shall record and file with the Executive Director within thirty (30) days after the meeting date(s) the minutes of the Division Executive Committee meetings. Separate teleconference meetings minutes may be recorded by the Division and do not have to be filed with the Executive Director.
- 7.4 For Divisions that do not have a Treasurer, the Secretary-Treasurer shall also serve as a member of the Division's Finance committee, and shall be the responsible custodian of any special funds of the Division. The Secretary-Treasurer shall have the same duties as the Treasurer.

R7 – Officers

- 7.1 The officers of the Division shall be a Chair, a Vice-Chair, a Secretary, and a Treasurer. The Vice-Chair shall be designated Chair-Elect. The officers shall hold office for one year concurrently with the term of officers of the Society or until their successors are elected or appointed.
- 7.2 Chair:
- a. The Chair shall have supervision over the affairs of the Division, subject to the direction of the Executive Committee, and shall be responsible for coordinating the work of the Division with the activities of the Society.
 - b. The Chair shall preside at meetings of the Executive Committee and shall have the power to perform such other duties as may be provided in the Bylaws, or in the Rules, or as may be delegated to the office by the Executive Committee.
 - c. The Chair shall be an ex-officio member of all committees of the Thermal Hydraulics Division, with voting rights.
 - d. The Chair shall be responsible for representing the Division at the meetings of the Society Professional Divisions Committee and Society Board of Directors.
- 7.3 Designated Chair-Elect and Vice-Chair:
- a. The Vice-Chair shall be the designated Chair-Elect at the time of election and, at the expiration of that term, will automatically succeed to the office of Chair.
 - b. The Vice-Chair shall assist the Chair in conducting the duties of the office.
 - c. The Vice-Chair shall perform the duties of the Chair if the Chair is unable to serve.
 - d. The Vice-Chair shall accompany the Chair in matters related to the Professional Divisions Committee.
 - e. The Vice-Chair shall serve as editor of the Division newsletter.
 - f. The Vice-Chair may be assigned other duties by the Executive Committee.
- 7.4 Secretary:

7.5 The Treasurer shall send the Division budget to the Executive Director after approval of the Executive Committee.

- a. The Secretary shall act as custodian of the Society Bylaws and Rules and of the Division Bylaws and Rules.
- b. The Secretary shall record and file with the Executive Director within thirty (30) days after the meeting date(s) the minutes of the Thermal Hydraulics Division, including meetings of the Executive Committee.
- c. The Secretary shall arrange for notices to Division members and for publicity releases, and shall be responsible for obtaining a roster of Division members from the Executive Director.
- d. In the absence or incapacity of both the Chair and the Vice-Chair, the Secretary (if not a student member) shall be responsible for performing the duties of the Chair.
- e. The Secretary shall have other duties as may be assigned by the Executive Committee.

7.5 Treasurer:

- a. The Treasurer shall have fiduciary responsibilities of the Thermal Hydraulics Division and shall provide a direct interface to the individuals of the Society that are charged with financial matters.
- b. The Treasurer shall develop financial statements and present year and out-year budgets to be presented to the Executive Committee at the Annual and Winter Meetings. Upon Executive Committee approval of the present year and out-year budgets, the Treasurer shall send the Thermal Hydraulics Division budget to the Executive Director.
- c. The Treasurer, along with the Vice Chair and Chair, represent the only officers that are empowered to disburse Thermal Hydraulics Division funds to internal and external organizations and individuals, as appropriate.
- d. The Treasurer shall oversee the financial aspects of all embedded and stand-alone topical meetings that are sponsored by the Thermal Hydraulics Division.
- e. The Treasurer shall have such other duties as may be assigned by the Executive Committee.
- f. In the absence or incapacity of the other Officers, the Treasurer (if not a student member) shall be responsible for performing the duties of the Chair.

Article B8 – Election and Eligibility

- 8.1 The members of the Division Executive committee and the officers (except the Chair) shall be elected as specified in Article B6.2 and B7.1 of these Bylaws, respectively.
- 8.2 Executive Committee members shall be Fellows, Members, Student Members, Emeritus or Honorary Life Members of the Society.
- 8.3 The Nominating Committee shall place in the hands of the Secretary or Secretary-Treasurer and Executive Director no later than the completion of the Winter Meeting (or seven [7] months before the Annual Meeting for Divisions that were unable to meet during the Winter Meeting) the names of candidates for the Executive Committee and for the Division officers. The Executive Director shall prepare and forward to each member of the Division a ballot containing the nominations submitted by the Nominating Committee, and others made by petition of not fewer than ten (10) members of the Division, received in writing either by the Nominating Committee or by the Secretary or Secretary-Treasurer at least twenty-two (22) weeks before the Annual Meeting.
- 8.4 At least one candidate shall be named by the Nominating Committee for each Executive Committee membership expiring or vacated and for each elective office other than the office of Chair, which will be filled by the Vice-Chair. The ballot shall contain spaces for writing in additional candidates.
- 8.5 Ballots, in order to be counted, shall be postmarked as instructed and shall be validated by the Executive Director as having been received from a Division member in good standing. The Division shall be responsive to future electronic voting initiatives introduced by the Society, as appropriate.
- 8.6 Voting shall be by secret ballot under the general procedure stipulated for voting and

R8 – Election and Eligibility

- 8.1 The THD strives to increase international collaboration by nominating international members to the THD Executive Committee
- Other THD Election and Eligibility processes are set out in Bylaw B8. Voting rights are documented in Rule 4.

for handling the ballots in the Bylaws and Rules of the Society. The Executive Director shall declare elected to each position the candidate receiving the most votes for that position. If a tie occurs, the Division shall resolve the tie by a vote of the members of the Executive Committee. The elected candidates shall be installed and their terms of office shall commence at the close of the Annual Meeting of the Society.

8.7 Members, elected at large, shall not be eligible for election to more than two consecutive terms on the Executive Committee, or more than two consecutive terms of office as Secretary, Treasurer, or Secretary-Treasurer. After one full term in office, the Chair shall automatically be succeeded by the Vice-Chair. Except as provided in these Bylaws, no member shall hold more than one office simultaneously.

8.8 No member shall be eligible for the office of Vice-Chair/Chair-Elect until having served on the Executive Committee in any capacity for at least one year except during the initial year of the Division or in the event the office of Chair is declared vacant.

8.9 The retiring Chair shall not be eligible for election as Vice-Chair/Chair-Elect for the term immediately succeeding the term as Chair.

Article B9 – Standing and Special Committees

9.1 A Division may establish Standing and Special Committees.

9.2 A simple majority of the members of the committee shall constitute a quorum at all committee meetings

R9 – Standing and Special Committees

9.1 Nominating Committee – Shall be composed of not less than three (3) members, who shall have the responsibility for nominating candidates for the Division Executive Committee, Division Officers, and all Division Committees. The members will include the previous Division Chair, the current Chair, and the Vice Chair. The most recent available past-Chair should chair the Nominating Committee. The Program Committee Chair is also an ex-officio Nominating Committee member with no voting rights (see Item 9.2.b.4 below).

9.2 Program Committee

a. Responsibilities:

The Program Committee shall be primarily responsible for planning meetings of the Division and sessions sponsored by the Division at national meetings of the Society. The Program Committee shall select session chairs and other meeting officers required for presiding at technical meetings of the Division and at its special sessions of contributed papers at national meetings of the Society. The Program Committee shall, as needed, call on other members of the Division to serve as long-range planning coordinators for particular meetings or special sessions. The Chair of the Program Committee shall be responsible for liaison with the National Program Committee of the Society.

b. Membership:

1. The Program Committee shall be composed of not less than five and no more than seventy-five (75) members, of which three members shall be the Vice-Chair of the Division, the Chair of the Division and the immediate past Chair of the Division.
2. Membership is conferred to all currently active members of the Executive Committee. Additional members may be elected by a majority vote of the Executive Committee members.
3. For elected Executive Committee members, the terms of membership to the Program Committee will coincide with the terms of membership to the Executive Committee plus one year. Members elected by the Executive Committee shall serve a three-year term. The terms designated for each shall expire following a summer Program Committee meeting and shall

be such as to maintain effective continuity of experience in the Program Committee. In selecting members an effort will be made to obtain a good representation by discipline, affiliation, and geographic location.

4. The division Nominating Committee will review yearly the Program Committee membership, and will nominate candidates to all positions (including chair, secretary and subcommittee chairs) vacated by rotating-out, resigning, or defaulting members. Recommendations for new Program Committee members will be transmitted to the Nominating Committee by the Program Committee Chair (who is also an ex-officio Nominating Committee member with no voting rights). All appointments will be ratified by the Executive Committee. For untimely vacancies, a Program Committee officer position will be filled by appropriate action of the Executive Committee - such needs shall be forwarded to the Division Chair, by the Program Committee Chair, through the Nominating Committee, which should develop appropriate recommendations.
5. Any Program Committee member who has not attended the Program Committee meeting or organized/chaired any technical sessions sponsored by the Division in more than two consecutive years or reviewed a total of less than 10 papers/summaries in 2 consecutive ANS meetings, will be considered non-active. All non-active members, once confirmed by the Program Committee Chair, will automatically be advanced to the Advisory Membership of the Program Committee. The vacancies will be replaced by new Program Committee members according to the existing Rules for member replacement. An advisory member will serve as a consultant advising the Program Committee Chair on various matters relevant to the operation of the Program, and will serve a fixed term of five years. At the end of his or her term, an advisory member may either retire from the Program Committee or be renewed for another five-year terms based upon the recommendation of the Program Committee Chair with the approval of the Executive Committee. There is no limit on the number of terms that an advisory member may serve.

c. Officers:

1. The Program Committee officers include a Chair, an Assistant Chair, and a Secretary. The Division Secretary serves as Program Committee Secretary. The term of the Program Committee Chair is for three (3) years. The term of the Assistant Program Committee Chair is for three (3) years. A term extension of up to two (2) years may be granted prior to the chair's or assistant chair's term expiration.

2. The Chair shall have the overall supervision of the Program Committee. He/she will be responsible for an effective liaison with the Executive Committee and the Nominating Committee.

3. The Assistant Chair will fill-in for the Chair as necessary and assist the Chair in conducting the duties of the office.

4. The Secretary will keep a record of the proceedings of the Program Committee in each meeting, write the minutes and distribute them to Program Committee members within thirty (30) days after each meeting. A cumulative set of these minutes are posted on the THD website. The Secretary will also maintain a cumulative file (tabular form) of attendance and screen members for good standing (see THD R9 2.b.5).

d. Eligibility and Election:

1. The election of the Program Committee Chair and the Program Committee Assistant Chair will be made by the Executive Committee on the basis of its Nominating Committee recommendations (see THD R9 2.b.4).

2. As noted above in (c), the Secretary of the Executive Committee shall also serve as Secretary of the Program Committee.

e. Meetings:

1. The Program Committee will meet twice a year. All meetings are open to THD membership. All matters of major significance to the Program Committee shall be put to vote after adequate discussion. All programs developed by the Program Committee are subject to final approval by the Executive Committee and the National Program Committee. The Program Committee Chair is responsible for effective liaison in this regard to both the Executive Committee and the National Program Committee (the latter through the National/Topical Subcommittee Chair who is the Division representative).

2. A quorum for transactions of business at a Program Committee meeting shall be constituted by a majority of the voting members of the Program Committee.

9.3 Membership Committee – Shall be composed of not fewer than three (3) members, including the Vice-Chair, Secretary, and Treasurer, who shall be charged with the duty of bringing the advantages of the Thermal Hydraulics Division membership to the attention of qualified candidates.

9.4 Honors and Awards Committee – Shall be composed of not fewer than two (2) members who shall be responsible for recommending to the Executive Committee, Division members as candidates for Society and/or Division Honors and Awards and nominees for Society officers and membership on national committees.

a. Responsibilities

1. The Honors and Awards Committee shall be responsible for identifying candidates for (i) Society and Division awards (Technical Achievement Award, Meritorious Service Award, Sehgal Memorial Award, NURETH Fellow Award, Excellence in Review Award, Best Paper Award) and (ii) Fellow Nominations.

b. Membership

1. Past chairs of the Division serve 4 year terms, starting at the end of their term as vice-chair. Three general members are appointed to serve 3-year terms. The Honor and Awards committee will include a minimum of one (1) international member.

c. Officers

1. One of the general members of the committee shall be appointed by the EC on the recommendation of the nominating committee to serve as the Honors and Awards Committee Chair for a 3-year term.
2. On the fourth year of service to the Honors and Awards Committee, the past Division Chair shall serve as the Honors and Awards Committee Vice-Chair for a 1-year term.
3. The Vice-Chair will fill-in for the Chair as necessary and assist the Chair in conducting the duties of the office.

d. Eligibility and Appointment

1. Any member of the THD is eligible for Honors and Awards Committee membership. The general members are appointed by the Executive Committee at the recommendation of the Nominating Committee which, in developing this recommendation, shall take into consideration the recommendations of the Honors and Awards Committee transmitted through its chair. Rotations (Chairs) and appointments become effective after the ANS Summer Meeting.

e. Meetings

1. The Committee shall meet at the ANS Winter and Annual meetings, as needed.

-

9.5 Conference Screening Committee shall be composed of nine (9) members.

a. Responsibilities: The Conference Screening Committee shall be responsible for soliciting technical meeting proposals and recommending to the Executive Committee host organizations for division sponsored or co-sponsored technical meetings.

b. Membership

1. The Chair of the Conference Screening Committee shall be appointed by the Executive Committee at the recommendation of the Nominating Committee. The Chair shall serve a 4-year term. To be eligible for appointment as Chair, the member shall have served at least 2 years on the Conference Screening Committee prior.

2. Members shall serve 4-year terms. At least 2 members shall be added each year to the Committee. Members are to be nominated by the Chair of Conference Screening Committee and appointed by the Executive Committee.

3. The Conference Screening Committee will include a minimum of 3 international members, with a minimum of one member from Europe and one from the Asia-Pacific region.

4. Members of the Conference Screening Committee must be members of the ANS Thermal Hydraulics Division. Preference is given to individuals with previous experience in conference organization, as evidenced by roles such as: General Chair, General Co-Chair, Assistant General Chair, Program Chair, Program Co-Chair, Assistant Program Chair,

Local Organizing Committee Chair, or Steering Committee Chair.

c. Conflict of Interest

1. Conference Screening Committee members who are listed as General Chair, General Co-Chair, Assistant General Chair, Program Chair, Program Co-Chair, Assistant Program Chair, Local Organizing Committee Chair, or Steering Committee Chair on any proposal to host a given conference under deliberations shall recuse themselves from the deliberations regarding that conference. Members may recuse themselves for other conflicts of interest.
2. In the event that the Conference Screening Committee Chair is recused, an Acting Chair shall be selected from among the Conference Screening Committee members on the nomination of the Nominating Committee and appointment by the Executive Committee. The term of the Acting Chair shall end following deliberations regarding the current conference, after which they will remain a Conference Screening Committee Member.

9.6 Scholarship committee shall be composed of a minimum of five (5) members and a maximum of nine (9) members, including the division Chair.

- a. Responsibilities: The Scholarship Committee shall be responsible for supporting the society in the selection of the recipients of all THD-funded scholarships.
- b. Membership
 1. The Chair of the Scholarship Committee shall be appointed by the Executive Committee at the recommendation of the Nominating Committee. The Chair of the Scholarship Committee shall serve a 3-year term.
 2. Appointed members shall serve 3-year terms. At least 2 members shall be newly added each year to the Committee. Members are to be nominated by the Nominating Committee and appointed by the Executive Committee.
 3. The Scholarship Committee shall include a minimum of 3 members with non-academic affiliations such as industry, government, or national laboratory.
 4. The Scholarship Committee shall include a minimum of 1 international member.

5. Members of the Scholarship Committee must be members of the ANS Thermal Hydraulics Division.

c. Conflict of Interest

1. In the event that a candidate package is submitted from the institution of a Scholarship Committee member, the member shall recuse herself/himself from any deliberation regarding the candidates for that evaluation cycle. Members may recuse themselves for other conflicts of interest.

2. In the event that the Scholarship Committee Chair is recused, an Acting Chair shall be selected from among the Scholarship Committee members on the nomination of the Nominating Committee and appointment by the Executive Committee. The term of the Acting Chair shall end following deliberations regarding the current evaluation cycle, after which herself/himself will remain a Scholarship Committee member.

9.7 Other Standing Committees - Additional standing committees (e.g., Scholarship Committee, Public Policy Committee, Education Committee, and Publications Committee) may be established by the Executive Committee. Special committees may be established from time to time by the Chair, subject to authorization by the Executive Committee; these shall be dissolved upon completion of the duties assigned to them.

Article B10 – Meetings

10.1 Meetings of the Division shall be held as determined by the Executive Committee, at times and places it shall designate. If a business meeting is held, it shall be scheduled to coincide with the Annual Meeting of the Society and shall precede the annual reorganization of the Division Executive Committee. The Secretary or Secretary-Treasurer shall mail an advance notice of all intended meetings of the Division to the Executive Director of the Society not less than six (6) weeks before the date of that meeting. In addition, notices of all meetings will be sent to the members of the Division not less than six (6) weeks before the meeting. These meetings are open to all members in good standing in the Division.

10.2 A quorum for the transaction of business at all Division meetings shall consist of fifteen (15) qualified voters or twenty (20) percent of the qualified voters.

R10 – Meetings

10. The THD Meetings procedures are set out in B10.

Article B11 – Amendments

11.1 Amendments to these Bylaws may be proposed by any Division, the Professional Divisions Committee, the Society Bylaws and Rules Committee, or the Society Board of Directors. Amendments must be of a nature that they can be applied equitably to all Divisions, in keeping with the intent of the Standard Bylaws. All proposed amendments shall be forwarded to each Division for comment. Comments should be filed with the Professional Divisions Committee Chair no later than forty-five (45) days prior to the next ANS national meeting. Further detailed procedures for approval of amendments to the Standard Bylaws are in the ANS Rule R18.9.1.

11.2 The Professional Divisions Committee shall notify all Divisions of approved amendments to the Standard Bylaws. Each Division shall be responsible for reviewing approved amendments to determine if corresponding changes to the Division's Rules are required.

R11 – Amendments

11.1 Proposed Amendments to the Standard Bylaws:
a. Amendments proposed by the Division shall have received an affirmative vote by a simple majority of the Executive Committee.

b. Comments filed by the Division on proposed amendments, which were forwarded to the Division, in accordance with B11.1, shall have received an affirmative vote by a simple majority of the Executive Committee.

11.2 Approved Amendments to the Standard Bylaws

a. When notified of an approved amendment to the Standard Bylaws, the Secretary shall obtain an updated copy of the Division Bylaws from the National Bylaws and Rules Committee, and prepare reconciling changes in the Division Rules for review and approval by the Executive Committee.

b. Division members shall be notified of the amended Bylaws and Rules by appropriate means, such as posting the amended Bylaws on the Division webpage or including a notice in the Division newsletter.

11.3 THD Rules amendments procedures are documented in R6.5.

Article B12 – Rules of Conduct

12.1 In all procedural matters not covered by the Bylaws and Rules of the Division, Robert's Rules of Order, latest edition, shall be used as the authority for parliamentary procedures.

R12 – Rules of Conduct

12.1 Electronic Voting.

The Executive Committee, and other Division committees may resolve issues before them by normal voting procedures at meetings, or they may use e-mail voting. In order to properly transact committee business using e-mail, the following concepts shall be included in the committee procedures.

1. The Chair of the unit determines if an issue is to be considered and voted upon electronically.
2. Documents / issues for comment and vote will be sent to the unit's listserv (i.e., thd@list.ans.org) with a request to review and comment.
3. Deadline dates for comment and voting periods will be provided. Votes can be submitted during the comment period and must be received prior to the voting deadline. All members are required to reply to the listserv for all other members to review both comments and votes.
4. Once the voting deadline has passed, the Chair will review the votes and inform unit members via listserv of the outcome of the vote. To be valid, all votes taken outside of a meeting must have a quorum of unit members registering a vote. To pass, the vote must have a majority of the quorum of unit members submitting an affirmative vote.
5. Between ANS national meetings, issues that have successfully passed through the electronic comment and voting process will be considered approved and activity may commence in accordance with the approved item.
6. Each electronic vote will be confirmed at the next face-to-face meeting of the unit for historical record.

R13 – Dissolution

Article B13 – Dissolution

- 13.1 Any Division may be dissolved at the discretion of the Board of Directors of the Society, after proper consultation with the Executive Committee of the Division and the Professional Divisions Committee.
- 13.2 The Division membership must approve dissolution by a 2/3 vote before a petition is submitted.
- 13.3 A Division considering dissolution should prepare and submit a petition to the Professional Divisions Committee that clearly states the reasons the Division cannot fulfill its obligations and mission. The PDC with the Division will forward the petition to the Board of Directors.
- 13.4 Assets of dissolved Division shall become the property of the American Nuclear Society.
- 13.5 Any Division that merges with another Division may do so at the discretion of the Board of Directors after receiving a request from the Professional Divisions Committee and the involved Divisions.
 - a.Assets of merged Divisions will be combined under the newly established Division

13.1 The THD procedures regarding dissolution are set out in B13.