



**Bylaws of the  
Mineral & Metallurgical Processing Division**

**February 2018**

**MINERAL & METALLURGICAL PROCESSING**  
**DIVISION BYLAWS**

**Article I**  
**Name and Objective**

Section 1. This Division shall be known as the Mineral & Metallurgical Processing Division (MPD) of the Society for Mining, Metallurgy & Exploration, Inc. (SME).

Section 2. The object of MPD shall be to furnish a medium of cooperation among those interested in the basic unit processes and unit operations of mineral and metallurgical processing; and to promote the advancement of mineral and metallurgical technology through meetings for professional intercourse, to stimulate the preparation, reading, discussion and circulation of papers connected therewith and to provide scholarships and awards for students to further the recruitment of new members to the industry.

**Article II**  
**Members**

Section 1. Any Member or Associate Member of SME in good standing may become a Member or Associate Member of this Division by specifying the Division as an area of interest with SME.

**Article III**  
**Disbursements**

Section 1. Funds received by or assigned to the Division shall be deposited with the Executive Director of SME, or at any other place and under the responsibility of an officer of the Division as deemed necessary by the Executive Committee for the efficient operation of the Division. The SME

Executive Director or other responsible party shall submit a statement of receipts and disbursements to the Chair of the Division in time for a report for the MPD Annual Business Meeting. Disbursements from Division funds may be made by the Executive Director of SME upon the authorization of both the Division Chair and the Division Associate Chair, for such purposes as have been authorized by the Executive Committee of the Division. Exceptions to this general rule can be made by order of the Executive Committee of the Division.

Section 2. Disposal of Funds on Dissolution. On the dissolution of this Division all funds remaining after payment of its debts and obligations shall be turned over and paid to an organization exempted under Section 501(c)(3) of the Internal Revenue Code of 1954. This section of the Bylaws is not amendable during the existence of the Division.

**Article IV**  
**Meetings**

Section 1. The MPD Annual Business Meeting shall be at the same time and place as the Annual Meeting of SME for the installation of officers, financial status report, and the transaction of any other business.

Notice to Division members must be given 10 days prior to the MPD Annual Business Meeting of the Executive Committee. Notice may be given by telephone, post or email to members or by notification in *Mining Engineering*.

Minutes of the MPD Annual Business Meeting shall be distributed either by publication in *Mining Engineering*, posting on the SME website or sending by email to the MPD membership.

Section 2. The Executive Committee shall meet at the same time and place as the SME Midyear Meeting for the purpose of planning the Annual Conference and to attend to other business items. A status report of the division shall be prepared for the SME Board of Directors at the Midyear Meeting.

Section 3. The Executive Committee may meet during the year at will for the purpose of planning the Annual Conference and to attend to other business items.

Section 4. The Executive Committee shall meet immediately prior to the SME Annual Meeting for the purpose of preparing a year-end report for the SME Board of Directors at the Annual Meeting and to attend to other business items.

Section 5. For the transaction of business at any meeting, the presence of at least two (2) officers and a total of five (5) voting members of the Executive Committee shall be necessary. Participation via phone or video conferencing is acceptable. Minutes shall be recorded and filed with SME.

## **Article V Officers and Government**

Section 1. The Officers of MPD shall consist of a Chair, Associate Chair, First Vice Chair, Second Vice Chair, and a Secretary-Treasurer.

Section 2. The Executive Committee shall consist of the Officers as aforementioned,

Technical Program Associate, Membership Associate and the Division Past Chair.

Non-voting and advisory positions on the Executive Committee shall consist of a Technical Content Advisor, the MPD Outstanding Young Engineer (current year), the MPD Outstanding Young Engineer (previous year) and the Klimpel Scholarship Recipient (current year).

The government of the affairs of the Division shall rest on the Executive Committee, insofar as is consistent with the Bylaws of the Division and the Articles of Incorporation and Bylaws of SME.

## **Article VI Committees**

In addition to the MPD Executive Committee there shall be the following standing committees and subcommittees:

1. Program Committee
  - a. Technical Unit Committees
  - b. Student Poster Contest Committee
2. Nominating Committee
3. Membership Committee
4. Scholarship Committee
5. Arthur F. Taggart Award Committee
6. Antoine M. Gaudin Award Committee
7. Milton E. Wadsworth Award Committee
8. Robert H. Richards Award Committee
9. Frank F. Aplan Award Committee
10. MPD Outstanding Young Engineer Award Committee
11. James Douglas Gold Medal Award Committee

The MPD will provide representatives to the SME standing committees as requested.

## **Article VII**

### **Nominations, Elections of Officers, MPD Committees and SME Committees, Terms of Office, Vacancies**

Section 1. Each year the Division shall elect a Chair, Associate Chair, First Vice Chair, Second Vice Chair, Secretary-Treasurer, Technical Program Associate and Membership Associate.

Should any MPD officer or member of the Executive Committee be unable or unwilling to fulfill their duties they may resign by announcement to the Executive Committee.

Any officer may be removed by a majority vote of the Executive Committee. Officers removed prematurely will be succeeded by the next officer.

Section 2. All MPD officers and Executive Committee members shall serve for a term of one (1) year. The Chair shall normally advance from the position of Associate Chair. The Associate Chair shall normally advance from the position of First Vice Chair. This pattern of advancement shall be followed by each of the remaining officers and members of the Executive Committee.

Section 3. The Nominating Committee shall recommend one member each for Chair, Associate Chair, First Vice Chair, Second Vice Chair, Secretary-Treasurer, Technical Program Associate and Membership Associate to the Executive Committee on or before April 1. After approval by the Executive Committee, the nominees shall be announced in *Mining Engineering* as described in Article VII, Section 6.

Section 4. Any 25 members of the Division may submit nominations for officers and members of the Executive Committee to the Executive Committee.

Section 5. Vacancies – Any vacancies occurring in the elected membership of the Executive Committee shall be nominated by the Chair of the Division with an appointee to serve until the next election. The Executive Committee may fill any vacancies in any of the MPD or SME committees by appointment.

Section 6. The names, photos and biographies of the nominees approved by the Executive Committee shall be published in the July issue of *Mining Engineering*. Any additional nominations made in accordance with Article VII, Section 6 must be received by the Executive Director of SME, Division Chair or Associate Chair no later than September 1 of that year.

If additional nominations are not received by September 1, the President of the Society shall declare the nominees approved by the Executive Committee elected automatically.

If additional nominations are received, notice of the additional nominees for the position(s) shall be distributed either by publication in *Mining Engineering*, posted on the SME website or sent by email to the MPD membership.

If additional nominations are received for any position, the individual to serve in that position shall be elected by a vote of the MPD Division members via electronic media before the MPD Annual Business Meeting.

Section 7. Appointment of the MPD Division representatives to various MPD

and SME committees shall be made by the Chair of the Division as recommended by the Nominating Committee.

The Nominating Committee shall obtain acceptance from each nominee and give SME staff the proper name, title and contact information, including email address, for each appointee.

Section 8. Term of Office – All officers take office at the MPD Annual Meeting and leave office at the MPD Annual Meeting of the next year.

#### **Article VIII Selection of Members and Chairs of Technical, Service and Award Committees**

Section 1. The Nominating Committee shall recommend to the Chair the members of MPD who will fill the different positions in the Program, Membership, Scholarship and Award Committees. The Chair shall appoint all nominees pending their acceptance.

Section 2. The Programming Committee Chair (MPD Associate Chair) will recommend to the Nominating Committee the Technical Unit Committee Chairs and Vice Chairs.

Section 3. The Division Past Chair, the Programming Committee Chair (MPD Associate Chair) or other Nominator shall obtain acceptance from each nominee and give SME staff the proper name, title and contact information, including email address, for each appointee.

Section 4. Term of Office – All Committee Chairs and committee members take office at the close of the Annual Meeting. Committee Chairs and members serve for the term defined by the committee. The end of the term shall occur at the close of the SME Annual Meeting of the final term year.

#### **Article IX Amendments**

Section 1. Proposals to amend these Bylaws shall be made in writing to the Executive Committee of the Mineral & Metallurgical Processing Division and signed by at least ten (10) members. Such proposals shall be considered by the MPD Executive Committee and announced to the members of MPD through an avenue at the discretion of SME staff, such as *Mining Engineering* magazine, posting on the SME website, or other on-line avenue, together with any comments or amendments made by the MPD Executive Committee thereon. The Executive Committee shall provide proper vehicle for a vote of the membership of the Division on such proposals in an expedient manner from the date they are submitted to the Executive Committee. If favored by a majority of the ballots cast, the amendments shall thereupon be submitted to the Board of Directors of the Society.

Section 2. Exceptions. Article III, Section 3 - Disposal of Funds on Dissolution may not be amended.

(Updated 12/10/2017)