


# SME



**Society for  
Mining, Metallurgy  
& Exploration**

**Bylaws of the  
Mining & Exploration Division**

**Updated January 2015**

# **SOCIETY FOR MINING, METALLURGY, AND EXPLORATION, INC.**

## **MINING AND EXPLORATION DIVISION BYLAWS**

### **ARTICLE I Name and Objective**

**Section 1.** This Division of the Society for Mining, Metallurgy, and Exploration, Inc. (SME) shall be known as the Mining and Exploration (M&E) Division.

**Section 2.** The objective of the Mining and Exploration Division shall be to furnish a medium of cooperation between and among those directly engaged in metal mining, research and specialized aspects of mining, and those engaged in the technologies of mineral exploration. To further the objective toward a common goal and advance these branches of the mining industry, this Division will promote and publish papers, arrange meetings and programs, and encourage education on any subject related to these phases of the industry.

### **ARTICLE II Members**

**Section 1.** Any member of SME may become a member of this Division by indicating a desire to do so in writing to the Executive Director of SME. Written consent to serve on a committee or otherwise serve the M&E Division shall be taken as such indication to the Executive Director.

### **ARTICLE III Finances**

**Section 1.** The Division may solicit voluntary contributions subject to approval of SME, and it may accept contributions.

**Section 2.** The disbursement of funds received by the Division shall be authorized by the Executive Committee of the Division.

**Section 3.** Upon the dissolution of the 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**  
**Officers and Representatives**

**Section 1. Division Officers.** There shall be a Chairperson, Chairperson-Elect, two vice chairpersons who shall be designated Vice Chairperson for Programs and Vice Chairperson for Program Planning, one Assistant Vice Chairperson for Program Planning, and a Secretary, equitably representing the diverse fields of interest of the membership. Unless there are extenuating circumstances that cause an officer to be unable or unwilling to carry out his or her responsibilities, it is expected that officers advance through the hierarchy of the executive committee, starting as Secretary, and completing the rotation as Chairperson. The Division offices should be rotated to represent, to the maximum extent possible, the diversity of fields of interest of the Division membership as qualified candidates become available. (This provision is intended to encourage diversification of specialties among the Division officers, but shall not be used to mandate such diversification.)

**Section 2. Term of Office.** Officers shall serve for a term of one year, which is defined as coinciding with the term of office in use by the SME, generally commencing at the close of the SME Annual Meeting and terminating at the close of the following Annual Meeting.

**Section 3. Nomination and Election of Officers and SME Committee Members, Division Committee Members, and Representatives.** The Nominating Committee shall report to the Chairperson of the Division on or before April 15 the nominees for Chairperson, Chairperson-Elect, two Vice Chairpersons, Assistant Vice Chairperson, and Secretary, and any representatives which the Division may require. The Division Chairperson-Elect shall appoint chairpersons and members of various SME and M&E Division committees. The Executive Committee shall nominate on or before April 15 of each year any other nominees as provided for in the SME Bylaws.

The Chairperson of the Division shall arrange for the names to be submitted, along with biographies, for publication in the July issue of *MINING ENGINEERING* and shall also advise the Executive Director of SME of the nominations. Other nominations for office may be made and forwarded in writing to the Executive Director of SME until August 15 for publication, along with biographies in the October issue of *MINING ENGINEERING*. If such nominations are made, letter ballots will be prepared for return no later than November 1. If no other nominations are received, the candidates nominated by the committee will be considered elected and will take office at the Annual Meeting.

**Section 4. Resignation, Removal, and Replacement of Officers and Representatives to SME.**

The Chairperson of the Division shall remove from his/her post any Officer or Division representative to SME who fails to perform his/her duties in an adequate manner, provided that such action is not in conflict with SME Bylaws. Should a vacancy occur for this reason or because a member is indisposed or resigns, the Chairperson of the Division shall, with the approval of the Executive Committee, designate an alternate to serve out the term, except if the indisposed officer is the Chairperson of the Division, in which case the Chairperson-Elect shall assume the position of the Chairperson of the Division.

## **ARTICLE V**

### **Committees**

**Section 1. Executive Committee.** The Executive Committee shall consist of the officers listed in Article IV, Section 1, and the most recent Past-Chairperson of the Division, as well as any members of the M&E Division who serve on the Board of Directors of SME (except Standby Alternate Directors) and who are not otherwise included as officers and committee chairpersons of the M&E Division. For the transaction of business, the presence of a quorum of not less than five (5) members shall be necessary. If there are less than the required quorum of five (5) present at the meeting, the meeting shall be held and the minutes circulated to the entire Committee for approval.

**Section 2. Program Committee.** The Program Committee shall consist of one or more members from each Program Area and the Vice Chairperson for Programs, who shall act as Chairperson of the Program Committee, and such other members as the Vice Chairperson for Programs may appoint. One member from each program area shall be designated by the Vice Chairperson for Programs as the Program Area Manager and shall oversee programming for that area of interest.

**Section 3. Program Planning Committee.** The Program Planning Committee shall consist of one or more members from each Program Area and the Vice Chairperson for Program Planning, who shall act as Chairperson of the Program Planning Committee, and such other members as the Vice Chairperson for Program Planning may appoint.

**Section 4. Program Areas.** There shall be a number of standing committees, each representing a discipline or specialty of mining and exploration, and the total representing the interests of the M&E Division and providing the means for meeting these interests, to be known as Program Areas.

**Section 4a.** One or more Program Areas may be created at the discretion of the Division Chairperson as the need arises, and they may be dissolved by the Division Chairperson after they have fulfilled their purpose, except that the Division Chairperson shall respond to written requests from any twenty (20) members of the Division to create one or more specific Program Areas and shall name one of their members as Program Area Manager for that Program Area.

**Section 4b.** Each Program Area shall consist of a Program Area Manager and Session Chairpersons, each of whom has substantial responsibility toward the programming functions of the Division.

**Section 5. Nominating Committee.** The Nominating Committee shall be the same members who serve on the M&E Executive Committee. The immediate past Chairperson of the Division will act as the Committee Chairperson.

**Section 6. Scholarship Committee.** The Scholarship Committee shall be composed of the Past Division Chairperson, who will act as Committee Chairperson, the current Division Chairperson, and the Division Secretary.

**Section 7 Jackling Award Committee.** The Jackling Award Committee shall be composed of seven (7) members, including the Chairperson of the Division who shall act as Chairperson of the Committee, the Chairperson-Elect, the immediate Past Chairperson, two Vice Chairpersons, Assistant Vice Chairperson, and Secretary.

**Section 8. Robert Peele Memorial Award Committee.** The Robert Peele Memorial Award Committee shall be composed of seven (7) members, including the Assistant Vice Chairperson for Program Planning who shall act as Chairperson of the Committee, the immediate past Program Area Managers, the Vice Chair of Programming, and the immediate past recipient of the Peele Award.

**Section 9. Dickerson Award Committee.** The Dickerson Award Committee shall be composed of seven (7) members, including the Assistant Vice Chairperson of Program Planning who will act as Chairperson of the Committee, the Past Chairperson, and Chairperson-Elect of the M&E Division. There shall also be three (3) additional At-Large members, each appointed to a three-year term by the M&E Division Chairperson. The three-year terms shall be staggered so that one new member is appointed each year. The seventh member shall be the most recent Dickerson Award recipient, who shall serve until the next award is presented.

**Section 10. M&E Distinguished Service Award Committee.** The M&E Distinguished Service Award Committee shall be composed of six (6) members, including the Chairperson of the Division who shall act as Chairperson of the Committee, the immediate Past Chairperson, the Chairperson-Elect, the Vice Chairperson for Programs, the Vice Chairperson for Program Planning, and the Assistant Vice Chairperson for Program Planning.

**Section 11. Outstanding Young Professional Award Committee.** The Outstanding Young Professional Award Committee shall be composed of seven (7) members, including the M&E Division Chairperson Elect who shall act as the chairperson of the committee, the Assistant Vice Chairperson for Program Planning, the Secretary, and three At-Large members. The seventh member of the committee shall be the most recent award recipient, who shall serve until the next award is presented. The three at-large members shall be appointed by the Chairperson of the M&E Division to serve three-year terms. The three-year terms shall be staggered so that one new member is appointed each year. Recommendations as to the selected nominee for the award shall be submitted to the M&E Division chair for approval by the M&E Division Executive Committee.

**Section 12. Miner of the Year Award Committee.** The M&E Miner of the Year Award Committee shall be composed of six (6) members, including the Past Chairperson of the Division who shall act as Chairperson of the Committee, the two previous Chairpersons of the Division who served in the two years immediately prior to the past chair, the Secretary, and the most recent award recipient. The sixth member of the committee shall be one At-Large member, who will serve a term of three years. The at-large member will be appointed by the Chairperson of the M&E Division.

**Section 13. Mining and Exploration Awards Nominating Committee (MEANC).** The MEANC shall be composed of all past chairs of the M&E Division available to serve on the committee. The immediate past chair of the M&E Division shall act as Chairperson of the Committee. The purpose of the committee is to designate members to produce nominations for SME and M&E Division Awards.

**Section 14. Anticipation of Office.** Certain Officers and Committee chairpersons shall be required to appoint members to committees and other posts prior to assuming office in order to ensure continuity so that duties may be completed. Such appointments are made with the authority of the office.

**Section 15. Term of Office.** Terms of office for Committee members shall be in increments of one year, the anniversary dates coinciding with the term of office in use by the SME.

**Section 16. Resignation, Removal, and Replacement of Committee Chairpersons and Members.** Any officer or Committee Chairperson who has the authority to appoint a committee chairperson or member also has the authority to remove the Division member from the post for failure to perform the duties in an adequate manner, provided such action is not in conflict with SME Bylaws. Should a vacancy occur for this reason or because a member is indisposed or resigns from any post for which provision is not made in Article IV, Section 4 of these Bylaws, the Chairperson of the Division shall designate or shall instruct the appropriate Committee Chairperson to designate a replacement to serve out the term.

**ARTICLE VI**  
**Duties of Officers and Other Representatives**

**Section 1.** The duties of the Chairperson are as follows:

1. Preside at the annual business meeting of the Division, which will take place at the time of SME's Annual Meeting;
2. Preside at the Annual M&E Division Luncheon;
3. Call other meetings as required to transact the business of the Division;
4. Be responsible for coordinating the programs for the meeting of the Division;
5. Name the Secretary of the Division;
6. Name the chairpersons of the Program Areas as set forth in Article V, Section 4;
7. Upon the request of the President-Elect of SME appoint two members to serve on the William Lawrence Saunders Gold Medal Award Committee;
8. Transact all business of the M&E Division not specifically delegated to other officers by these Bylaws;
9. Appoint all necessary committees and representatives not provided for in these Bylaws;
10. Keep the SME Executive Director advised of all appointments and actions taken;  
and
11. Name the Editor and/or Assistant Editor of Rock-in-the Box;

**Section 2.** The Chairperson-Elect shall keep in constant touch with all actions of the Chairperson and shall act in his/her stead whenever the Chairperson is unable to function or attend any meetings. He/she shall assist the Chairperson as directed. Confirm or appoint, as appropriate, other M&E Division representatives to various SME committees.

**Section 3.** Each Officer, Vice Chairperson, or Representative shall act as a liaison officer between the Division and the appropriate officer or committee within SME or cooperating with SME. They shall at all times keep the Division Chairperson and Chairperson-Elect informed of their activities.



**Section 4.** The Vice Chairperson for Programs shall represent the Division on the Society Program Committee and shall appoint, with the consent of the Division Chairperson, the Program Area Managers to fill vacancies in the Program Areas.

**Section 5.** The Vice Chairperson for Program Planning shall represent the Division on the SME Program Coordination Committee and shall appoint, with the consent of the Division Chairperson-Elect, the Program Area Managers to fill vacancies in the Program Areas.

**Section 6.** The Assistant Vice Chairperson for Program Planning shall act as Chairperson of the Robert Peele Award Committee, and shall liaise with SME staff to update the Division's web page information.

**Section 7.** The Secretary of the Division will send out meeting notices, take the minutes of the Executive Committee and business meeting, follow instructions of the Chairperson of the Division and Executive Director of SME and perform such other duties which may be necessary for proper functioning of the Division.

**Section 8.** The Editor and Assistant Editor (if applicable) of Rock-in-the-Box shall be responsible for publishing the Division Newsletter in *MINING ENGINEERING* under the direction of the Division Chairperson.

**Section 9.** The Society of Economic Geologists (SEG) Liaison will attend both SEG and M&E Division meetings.

**Section 10.** The immediate Past Chairperson of the Division (or the most immediate Past Chairperson available) shall be responsible for overseeing the development and implementation of Division Scholarship fundraising activities throughout the year and shall report to the Executive Committee on all proposed activities and on the results of those activities. Requirements for any expenditure of funds shall be submitted to the Executive Committee for approval and authorization of such expenditure(s).

**ARTICLE VII**  
**Amendments**

**Section 1.** Proposals to amend these Bylaws shall be made by the M&E Division Executive Committee, or by written petition to the Executive Committee signed by at least ten (10) members. They shall be considered by the Executive Committee and announced to the members in *MINING ENGINEERING*, together with any comments made by the Executive Committee thereon. They shall be voted upon at a stated meeting of the Division or by letter-ballot, as may be directed by the Executive Committee.

**Section 2.** Article III, Section 3, concerning disposal of funds on dissolution may not be amended.

**Section 3.** Bylaws and amendments thereto shall be subject to the approval of the Board of Directors of SME.

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