





American Nuclear Society  
Michigan-Ohio Local Section  
Bylaws and Rules Revision: 0

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*The following articles constitute the governing documents of the Section. The Bylaws are derived from the Bylaws and Rules of the American Nuclear Society and thus can only be modified by authority of the national Board of Directors. The Rules are developed and maintained by the individual Local Section and can be modified using the procedure set forth within. In the event of a conflict between the Rules and the Bylaws, the Bylaws take precedence. Regulations on Section governance (if any) imposed by the state government should be incorporated into the Rules as necessary.*

Initial Issuance: November 2<sup>nd</sup>, 2016

Chair: 	Date: 11-3-16
Vice Chair: 	Date: 11/3/16
Secretary: 	Date: 11/3/16
Treasurer: 	Date: 11-3-16

<b>STANDARD BYLAWS</b>	<b>SECTION RULES</b>
<p><b>B1 - NAME</b></p> <p>1. The official name of this organization shall be the Michigan-Ohio Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>	<p><b>R1 – NAME</b></p> <p>1. The official name of this organization shall be the Michigan-Ohio Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>
<p><b>B2 - OBJECTIVES</b></p> <p>1. The objectives of the Section 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."</p> <p>2. The Section shall undertake activities for the more active furtherance of the objectives in its locality. These activities shall be identified in Section Rules or Procedures.</p> <p>3. The Section is organized exclusively for educational and scientific purposes, including for these purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law).</p>	<p><b>R2 - OBJECTIVES</b></p> <p>1. The following are examples of activities the Michigan-Ohio Section may undertake for the furtherance of its objectives in accordance with Bylaws Article B.2:</p> <ul style="list-style-type: none"> <li>a. The formation of closer professional and personal relations among the members;</li> <li>b. The promotion of beneficial and cordial relations with the faculty and students of nearby institutions giving courses in nuclear sciences and engineering;</li> <li>c. Cooperation with other scientific and professional groups having similar objectives;</li> <li>d. Cooperation with the Society in the promotion and conduct of National, Topical and joint meetings, etc., mutually beneficial to the Society and the Section;</li> <li>e. To encourage the public understanding of nuclear science and engineering;</li> <li>f. To stimulate membership growth and participation by encouraging the creation of branches at locations within the Section’s assigned area; and</li> <li>g. To engage in such other activities as may be appropriate for the fulfillment of the objectives of the Society.</li> <li>h. To encourage and support students to become nuclear science majors and lend support, advice, and encouragement to the institutions they may attend.</li> </ul>

<p><b>B3 - OBLIGATIONS TO THE SOCIETY</b></p> <ol style="list-style-type: none"> <li>1. The activities of the Section 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. As specified in the Section Rules, the Section will also comply with obligations established by a State authority whenever the Section is incorporated in a State within its territory.</li> <li>2. No action, obligation, or expression of the Section shall be considered an action, obligation, or expression of the Society as a whole. Any publication issued by the Section shall be imprinted with a statement that the Section assumes sole responsibility regarding an action, obligation, or expression with respect to the Society.</li> <li>3. The Section shall not have authority to act for or in the name of the Society without prior approval of the Board of Directors or the elected Corporate Officers. However, on local matters, the Section may represent the official position of the Section upon the approval of the Section Executive Committee and after consultation with the Chair of the Society's Public Policy Committee or the Executive Director of the Society.</li> <li>4. The affairs of the Section shall be conducted in such manner that the Section shall be financially independent and shall not rely on support from the funds of the Society.</li> </ol>	<p><b>R3 - OBLIGATIONS TO THE SOCIETY</b></p>
<p><b>B4 - TERRITORY AND MEMBERSHIP</b></p> <ol style="list-style-type: none"> <li>1. The territory in which the Section may operate shall consist of the area designated by the Society.</li> <li>2. Members of any grade in good standing in the Society shall be eligible to become members of this Section. The grade of membership held in the Section shall be the same as the member holds in the Society.</li> <li>3. Voting members of the Society in good standing shall be entitled to the right to vote and hold office in the Section.</li> </ol>	<p><b>R4 - MEMBERSHIP</b></p> <ol style="list-style-type: none"> <li>1. The territory in which the Section may operate shall consist of the States of Michigan and Ohio.</li> <li>2. <b>Student Member Voting Privileges &amp; Student Section Representative</b> <ol style="list-style-type: none"> <li>2.1. Enrolled student members of the Society located within the Section territory shall be entitled to the privilege of receiving notices of and attending meetings as well as the right to vote and hold office. In the context of the Section Bylaws and Section 4 of these Rules, Student Members are not considered "Participants."</li> </ol> </li> </ol>

<p>Voting Society members may hold elective office in no more than one (1) Section concurrently. Friends of the ANS (FANS) may be granted the right to vote or to hold office in the Section, except for the position of Chair or Vice Chair, as specified in the Section Rules.</p> <p>4. Non-Society members may be eligible to become Section Participants of the Section if their association will result in the furtherance of the objectives of the Section as set forth in Article B2.</p> <p>a. Section Participants whose qualifications for participating in Section activities have been approved by majority vote of the Section's Executive Committee shall be entitled, upon payment of a contribution, or mailing fee, not less than the annual Section dues, to receive notices of, to attend meetings, and to have other privileges specifically granted by the Section.</p> <p>b. Section Participants may be granted the right to vote on Section matters, as specified in the Section Rules.</p> <p>c. Participants cannot hold Section offices of Chair or Vice-chair, Participants may be granted the right to hold other Officer or Executive Committee positions, with all Committee rights, in no more than one Section at any time, as specified in the Section Rules.</p> <p>d. Participants shall be encouraged to apply for Society Membership.</p>	<p><b>2.2.</b> A local Student Section of the Society may elect a student representative to hold a voting position on the Michigan-Ohio Section Executive Committee. The student representative shall be elected by the Student Section and approved by the Executive Committee (by a majority vote of a quorum of the Executive Committee and officers) for a one (1) year term of office.</p> <p><b>3. Section Participant Privileges</b></p> <p><b>3.1.</b> Section Participants shall be entitled to the privilege of receiving notices of and attending meetings, to vote in section matters and elections, and to hold office, except for the offices of Chair or Vice Chair.</p> <p><b>3.2.</b> Participants may hold other Officer or Executive Committee positions, with all Committee rights, subject to the limitation that they may not hold an office in more than one Section at any time.</p> <p><b>4. Emeritus Status</b></p> <p>In accordance with Bylaws Article B4, Section 2 Emeritus Members of ANS National are automatically Emeritus Members of the Section. Persons who are not Emeritus Members of ANS National who have been members of the Section for ten (10) years; who are retired; and who are sixty (60) years of age or greater may be entitled to become Emeritus Members of the Section upon application to and approval of the Executive Committee.</p>
<p><b>B5 - ASSESSMENTS AND CONTRIBUTIONS</b></p> <p>1. The Section shall have the right to levy special and reasonable assessments when authorized by affirmative vote of not fewer than two-thirds (2/3) of the members present at a regular meeting.</p> <p>2. The Section may also accept local non-compulsory financial contributions, but solicitation and acceptance of such contributions shall be subject to the following</p>	<p><b>R5 - DUES AND FISCAL YEAR</b></p> <p>1. The annual dues for the Section membership shall be determined and established by the Executive Committee.</p> <p>2. For the purpose of preparing the Annual Report to the Society, the fiscal year of the Section shall be July 1 to June 30. For the purpose of filing tax returns or other legal documents, the fiscal year may be defined by the Executive Committee.</p>

<p>conditions. (These conditions not required for Sections outside the USA.):</p> <ul style="list-style-type: none"> <li>a. Limited to solicitation for those activities consistent with the objectives of the Society.</li> <li>b. Notification be given to the President of the Society, in writing, of the intent and purpose of the solicitation; the President may disapprove of such solicitation within 30 days of notification.</li> </ul> <p>3. No part of the net earnings of the Section shall inure to the benefit of, or be distributable to, its members, officers or other private persons, except that the Section shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article B2. No substantial part of the activities of the Section shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Section shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.</p> <p>Notwithstanding any other provisions of these Bylaws, the Section shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).</p>	
<p><b>B6 - OFFICERS</b></p> <ul style="list-style-type: none"> <li>1. The officers of the Section shall be a Chair, a Vice-Chair, a Secretary and a Treasurer. The duties of the Secretary and Treasurer may be combined into a single office. The Chair and Vice-Chair must be voting members of the Society.</li> <li>2. Each year the Secretary shall provide the</li> </ul>	<p><b>R6 - OFFICERS</b></p> <ul style="list-style-type: none"> <li><b>1. Officers Term of Office</b> <ul style="list-style-type: none"> <li><b>1.1.</b> The Vice-Chair shall be designated Chair-Elect.</li> <li><b>1.2.</b> All other officers shall hold office for one (1) year.</li> </ul> </li> <li><b>2. Officer Duties</b> <ul style="list-style-type: none"> <li><b>2.1.</b> The Chair shall have supervision over the</li> </ul> </li> </ul>

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<p>Society with a report which includes a review of Section activities, membership details, names of Officers and Executive Committee members and copies of meeting minutes. The report shall be filed with the Executive Director by August 31. Other information may be requested from time to time by the Executive Director of the Society or the Chair of the Local Sections Committee.</p>	<p>affairs of the Section under the direction of the Executive Committee. The Chair shall preside at meetings and shall have the power to perform other duties as provided in these Rules or may be delegated to the office by the Executive Committee. The Chair shall be an ex-officio full member of all Section committees.</p> <p><b>2.2.</b> The Vice-Chair at the time of election shall be designated Chair-Elect. While serving, the Vice-Chair shall perform the duties of the Chair in the Chair’s absence or when the Chair is unable to serve, and other duties as may be delegated to the office by the Executive Committee. At the expiration of the term of the office, the Vice-Chair shall automatically succeed to the office of Chair.</p> <p><b>2.3.</b> The Secretary shall keep a record of the proceedings of the Section and shall have other duties as may be assigned by the Executive Committee or these Rules. The Secretary shall file an annual report of the Section’s activities in accordance with the provisions of the Bylaws. In the absence of the Chair and the Vice Chair, the Secretary shall preside at the meetings of the Section.</p> <p><b>2.4.</b> The Treasurer shall collect and disburse funds as authorized by the Executive Committee. The Treasurer shall deposit the funds of the Section in a repository approved by the Executive Committee, shall handle the financial accountings, shall present a financial report at Section meetings while in office, and shall submit the books of account for audit when leaving office. The Treasurer shall also have other duties as may be assigned the office by the Executive Committee. In the absence of the other officers the Treasurer shall preside at the meetings of the Section.</p>
<p><b>B7 - EXECUTIVE COMMITTEE</b></p> <p>1. The Executive Committee shall be the governing body of the Section and shall have the power to act for the Section in all matters, subject to these Bylaws and to the Certificate of Incorporation and the Bylaws of the Society.</p>	<p><b>R7 - EXECUTIVE COMMITTEE</b></p> <p>1. In addition to the minimum composition required by the Bylaws, the Executive Committee shall include the immediate past Chair of the Section (if available to serve), the appointed student section representative, and four (4) to six (6) elected members.</p>

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<ol style="list-style-type: none"> <li>2. The Executive Committee shall consist of the Officers of the Section and include the Chair of each Branch if the Chair of the Branch is elected by the Branch membership. Additional members may be specified by the Section Rules.</li> <li>3. In order to provide for handling the affairs of the Section, the Executive Committee shall prepare and adopt, in connection with these Bylaws, suitable rules. Section 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 Rules shall be specified in the Rules.</li> <li>4. The Section may enter into cooperative agreements with local scientific and engineering societies, or with local units of such national societies, not contrary to the Certificate of Incorporation and the Bylaws and Rules of the Society.</li> </ol>	<ol style="list-style-type: none"> <li>2. The Student representative shall have voting privileges during Executive Committee meetings.</li> <li>3. The Chair of the Section shall be the Chair of the Executive Committee.</li> <li>4. A quorum shall be a majority of the members of the Committee.</li> <li>5. The elected members of the Executive Committee shall be elected for two (2) year terms on a staggered basis (two or three elected each year for a two-year term).</li> <li>6. Any vacancy among the officers or on the Executive Committee (except the immediate past Chair of the Section) occurring during the year may be filled by an Executive Committee appointment for the unexpired term, except that a vacancy in the office of Chair shall be filled by the Vice-Chair, who shall continue to perform the duties of Vice-Chair until installed as Chair for the following year, or as otherwise acted upon by the Executive Committee.</li> <li>7. Meetings of the Executive Committee may be called at any time by the Chair or at the request of any two (2) members of the Committee.</li> <li>8. The Executive Committee of the Section shall, at all times, have access to the minutes and financial records of the Section.</li> <li>9. Official stationary of the Section shall be used only by the Section Executive Committee and Committees of the Section for the business of the Section.</li> </ol>
<p><b>B8 - MEETINGS</b></p> <ol style="list-style-type: none"> <li>1. The Section shall hold no fewer than two (2) meetings each year, one of which shall be the Annual Meeting.</li> </ol>	<p><b>R8 - MEETINGS</b></p> <ol style="list-style-type: none"> <li>1. The Section shall hold no fewer than two (2) meetings each year, one which shall be the Annual Meeting. The primary purpose of the Annual Meeting is to announce the results of the Section elections.</li> <li>2. In order to support the timely submittal of the annual report to the Society in accordance with the Bylaws, the annual meeting shall be held no later than July 1.</li> <li>3. A notice for each meeting should be provided</li> </ol>

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	<p>in a timely manner to all voting and non-voting members. If a question requiring the vote of the membership is scheduled for a Section meeting, the meeting notice shall be distributed a minimum of 10 days prior to the meeting.</p>
<p><b>B9 - RULES OF ORDER</b></p> <p>1. Rules contained in Robert's Rules of Order, current edition, shall be used in the conduct of meetings of the Section and shall be the authority on parliamentary procedures except as may otherwise be required by the laws of incorporation of the Society and the Bylaws and Rules of the Section and the Society.</p>	<p><b>R9 - RULES OF ORDER</b></p> <p>1. A quorum for the transaction of business at Section meetings shall consist of not fewer than twenty-five (25) qualified voters, or twenty percent (20%) of the membership, whichever is less.</p> <p>2. A quorum for the transaction of business at an Executive Committee meeting shall be a majority of the voting members.</p>
<p><b>B10 - AMENDMENTS</b></p> <p>1. Amendments to these Standard Bylaws may be proposed by any Local Section, the Local Sections 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 Local Sections, in keeping with the intent of the Standard Bylaws.</p> <p>2. All proposed amendments shall be forwarded to each Local Section for comment. Comments should be filed with the Local Sections Committee Chair no later than forty-five (45) days prior to the next ANS national meeting. Further detailed procedures for approval of the amendments to the Standard Bylaws are in the ANS Rule R17.5.1.</p> <p>3. The Local Sections Committee shall notify all Local Sections of approved amendments to the Standard Bylaws. Each Local Section shall be responsible for reviewing approved amendments to determine if corresponding changes to the Local Section's Rules are required.</p>	<p><b>R10 -AMENDMENTS</b></p> <p>1. The initial Section Rules or changes to them shall be adopted by affirmative vote of a majority of the full Executive Committee.</p> <p>2. The Rules and changes to them shall be submitted to the Society for review and record in accordance with the Bylaws.</p>
<p><b>B11 - DISSOLUTION</b></p> <p>1. Upon the dissolution of the Section, assets shall be distributed first in accordance with the Articles of Incorporation of the Section. If no such Articles exist, or potential recipients are not named specifically, then the Society, an</p>	<p><b>R11 – DISSOLUTION</b></p> <p>(none)</p>



<p>organization exempt under Section 501(c)(3) of the Internal Revenue Code, shall take possession of assets for one or more exempt purposes within the meaning of that Section of the Code or corresponding section of any future federal tax code, or they shall be distributed to the Federal government, or to a state or local government, for a public purpose.</p>	
<p><b>B12 - ELECTION AND ELIGIBILITY</b></p> <p>(none)</p>	<p><b>R12 -ELECTION AND ELIGIBILITY</b></p> <ol style="list-style-type: none"> <li>1. The Section officers (except the Chair) and elected members of the Executive Committee shall be elected by a formal secret balloting process that assures that only voting members vote and that no voting member may cast more than one ballot. Options include, but are not limited to hard-copy letter ballots, E-Mail balloting, or web-based balloting.</li> <li>2. The Nominating Committee shall provide their nominees to the Secretary. The Secretary shall prepare an official ballot including the Nominating Committee nominees as well as other nominations submitted by endorsement of not fewer than ten (10) members received in writing. The Secretary shall forward the official ballot to only voting members of the Section with instructions for returning the ballots.</li> <li>3. A timeline for the annual election shall be established by the Executive Committee each year. The minimum requirements for the timeline are that voting members have at least 15 days to complete and return their ballots.             <ol style="list-style-type: none"> <li>3.1. For each elective office other than the office of Chair, at least one (1) candidate shall be named by the Nominating Committee. Each nominated candidate shall have agreed to serve if elected. The ballot shall also contain provision for a write-in name for each office.</li> <li>3.2. Ballots, in order to be counted, shall be submitted in time to reach the Secretary prior to the annual meeting.</li> <li>3.3. The Inspectors of Election shall be appointed by the Chair in accordance with the Section Rules, shall count the ballots, and report the results to the Secretary.</li> <li>3.4. The candidate receiving the largest number of votes shall be elected for that office. Should a tie occur, the Section</li> </ol> </li> </ol>

	<p>shall resolve the tie by a ballot vote at the next regular meeting or special meeting.</p> <p>3.5. The elected candidates shall be installed and their terms of office shall commence following the annual meeting.</p> <p>3.6. Members shall not be eligible for election to more than one (1) office concurrently. After one (1) term in office the Chair shall automatically be succeeded by the Vice-Chair.</p> <p>3.7. The Chair of a Section Branch shall be elected under the terms of this Section Rule except that only Branch members in good standing shall have the right to vote.</p>
<p><b>B13 -SECTION COMMITTEES</b></p> <p>(none)</p>	<p><b>R13 -SECTION COMMITTEES</b></p> <p>1. Standing and Special Committees of the Section shall be appointed as required by the Section Chair to serve during the Chair’s tenure of office, except as otherwise specified. Appointments of and to committees shall be reported to the Executive Committee subject to their approval and the Executive Committee may change the personnel of committees at any time at its discretion. Additional Standing Committees may be created by a majority vote of the Executive Committee.</p> <p>2. Standing Committees may include:</p> <p>2.1. Membership Committee - charged with the duty of bringing the advantages of the Section and of Society membership to the attention of qualified candidates and maintaining the membership records.</p> <p>2.2. Program Committee - responsible for planning Section meetings, for coordinating all meetings with those of the Society and of affiliated organizations and for arrangements as necessary to properly conduct Section meetings.</p> <p>2.3. Finance Committee - Typically chaired by the Treasurer and may include other section member(s). The committee has supervision over and responsibility for the financial affairs of the Section and its books of account. This Committee prepares the annual budget for presentation to the Executive Committee, typically at the first meeting of the fiscal year.</p> <p>2.4. Publicity Committee - arranges for all notices and distributions to Section</p>

	<p>members and publicity releases. This Committee arranges all publicity for Section activities and assists the Society in publicizing national activities within the local area. As warranted, the Committee may also prepare and submit articles to ANS News, as well as prepare, publish and distribute Section news to the members.</p> <p><b>2.5.</b> Honors and Awards Committee - the focal point for recommending to the Society nominees for National offices and members for National committees, as well as providing recognition to local Section members or honored guests at Section meetings.</p> <p><b>2.6.</b> Outreach Committee - plans and promotes means of disseminating information on nuclear sciences and technology to civic organizations and the general public, as well as providing assistance to educational institutions in presenting a broad view of the fields and requirements for science and engineering pertaining to the atomic nucleus and the allied sciences and arts.</p> <p><b>2.7.</b> Section Development Committee - reviews the complete scope of operations of the Section with the objective of recommending action for improvement of change, as they may deem necessary for a more favorable development of the Section, to the Executive Committee for their review, consideration and action. The Chair of this Committee is typically the immediate past Chair of the Section.</p> <p><b>3.</b> Special Committees are established when needed for a specific purpose and dissolved upon completion of the duties assigned to them. At the completion of the work or purpose for which the Special Committee was created, the Chair of the Committee shall submit a report of the activity and results and/or recommendations of the Committee, or report the results at an Executive Committee meeting for inclusion in the minutes. Special Committees may be established by the Chair of the Section, subject to approval of the Executive Committee.</p> <p><b>4.</b> Special Committees may include:</p> <p><b>4.1.</b> Nominating Committee - nominates candidates for the elective offices and the Executive Committee.</p>
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	<p><b>4.2.</b> Auditing Committee - audits the outgoing Treasurer’s book of account.</p> <p><b>4.3.</b> Inspectors of Elections - composed of at least two (2) Section members, none of whom is a candidate for election, certifies the results of the annual election.</p> <p><b>4.4.</b> Scholarship Committee – identifies, nominates, and/or selects students for academic scholarship assistance as directed by the Executive Committee. This includes but is not limited to the administration of a Michigan-Ohio Section Scholarship Award.</p>
	<p><b>R14 -SECTION BRANCHES</b></p> <p><b>1.</b> The Section may establish Branches to conduct the activities of the Section in geographical locations where there may be a cluster of Section members or participants. Each Branch shall report to the Section Executive Committee and is bound by the Section Bylaws.</p> <p><b>2.</b> The members of a Branch shall be members in good standing of the Section and shall have all rights and privileges thereof.</p> <p><b>3.</b> The chair of each Branch shall be elected by the Branch membership and shall become an Executive Committee member. Each Branch may elect other officers as necessary to conduct the business of the Branch.</p>
	<p><b>R15 –COMPLIANCE WITH STATE LAW</b></p> <p><b>1.</b> The Section will comply with the obligations established by the states in its territory.</p>