

**American Nuclear Society
PITTSBURGH Local Section
Bylaws and Rules**

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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.

Revised July 11, 2012

PITTSBURGH Section of the American Nuclear Society – Bylaws and Rules

STANDARD BYLAWS	P.L.S. RULES
<p>B1 - NAME</p> <p>1. The official name of this organization shall be the PITTSBURGH Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>	<p>R1 – NAME</p> <p>1. The official name of this organization shall be the Pittsburgh Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>
<p>B2 - OBJECTIVES</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>R2 - OBJECTIVES</p> <p>1. For the more active furtherance of the objectives of the Society in its locality, the Section shall undertake:</p> <ul style="list-style-type: none"> a. To encourage the public understanding of nuclear science and engineering; b. To promote beneficial and cordial relations with the faculty and students of nearby institutions along with the awarding of scholarships and prizes to support and encourage students in nuclear science and engineering; c. To foster closer professional and personal relations among the members; d. To cooperate with other scientific and professional groups having similar objectives; d. To engage in such other activities as may be appropriate for the fulfillment of the objectives of the Society; and e. To stimulate membership growth and participation by encouraging the creation of Branches at locations within the Section assigned area.
<p>B3 - OBLIGATIONS TO THE SOCIETY</p> <p>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</p>	

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<p>incorporated in a State within its territory</p> <ol style="list-style-type: none"> 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. 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. 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. 	
<p>B4 - TERRITORY AND MEMBERSHIP</p> <ol style="list-style-type: none"> 1. The territory in which the Section may operate shall consist of the area designated by the Society. 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. 3. Voting members of the Society in good standing shall be entitled to the right to vote and hold office in the Section. Voting Society members may hold elective office in no more than one (1) Section concurrently. Student members of the Society and 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. 4. Non-Society members may be eligible to become Section Participants of the Section if their association will result in the furtherance 	<p>R4 - MEMBERSHIP</p> <ol style="list-style-type: none"> 1. The territory in which the Section may operate shall consist of the Pittsburgh Region as covered by ZIP codes 15000 through 16599. This approximates a region with a radius not exceeding 100 miles from the geographic center of Pittsburgh; 2. Student Members of the Society within the Section territory shall be eligible for full membership in the Section. <ol style="list-style-type: none"> a. The Student Section President/Chair of any Student Section within the Section territory may be considered an ex-officio member of the Executive Committee. 3. Section Participants have the right to vote in all Section matters. 4. The Section may establish Branches to conduct the activities of the Section in 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

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<p>of the objectives of the Section as set forth in Article B2. 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 and to attend meetings, and other privileges specifically granted by the Section.</p> <p>Section Participants may be granted the right to vote on Section matters, as specified in the Section Rules.</p> <p>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>Participants shall be encouraged to apply for Society Membership.</p>	<p>the Section Bylaws and Rules.</p> <ol style="list-style-type: none"> a. The members of a Branch shall be members in good standing of the Section and shall have all rights and privileges thereof. 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>B5 - ASSESSMENTS AND CONTRIBUTIONS</p> <ol style="list-style-type: none"> 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. 2. The Section may also accept local non-compulsory financial contributions, but solicitation and acceptance of such contributions shall be subject to the following conditions. (These conditions not required for Sections outside the USA.): <ol style="list-style-type: none"> a. Limited to solicitation for those activities consistent with the objectives of the Society. 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. 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, 	<p>R5 - DUES AND FISCAL YEAR</p> <ol style="list-style-type: none"> 1. The annual dues for Section membership shall be determined and periodically reviewed by the Section Executive Committee. 2. The fiscal year of the Section shall be from January 1 to December 31.

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<p>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 this paragraph. 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>B6 - OFFICERS</p> <ol style="list-style-type: none"> 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. 2. Each year the Secretary shall provide the 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>R6 - OFFICERS</p> <ol style="list-style-type: none"> 1. The officers of the Section 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 until their successors are elected or appointed. The Chair and Vice Chair shall be Fellows or Members of the Society. <ol style="list-style-type: none"> a. The Chair shall have supervision over the 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 may be provided in these Bylaws and Rules or may be delegated to the office by the Executive Committee. 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 such other duties as may be delegated to the office by the Executive Committee. At the expiration of the term of office, the Vice Chair shall automatically succeed to the office

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	<p>of Chair.</p> <p>c. The Secretary shall keep a record of the proceedings of the Section and shall have such other duties as may be assigned by the Executive Committee or these Bylaws and Rules. The Secretary shall act as custodian of the Section Bylaws and Rules. The Secretary shall see that a notice of each Section meeting is provided to each member of the Section not less than ten (10) days before the date of that meeting. In the absence of the Chair and Vice Chair, the Secretary shall preside at the meetings of the Section.</p> <p>d. 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 accounting, shall present a financial report at Section meetings while in office, and shall submit the books of account to be audited when leaving office. The Treasurer shall be responsible for filing with the Executive Director of the Society not later than February of each year an annual financial report consisting of an operating statement of income and expenses. The Treasurer shall also have such other duties as may be assigned the office by the Executive Committee. In the absence of the other officers, the Treasurer shall preside at meetings of the Section.</p> <p>2. Should any elected officer fail to adequately perform his/her duties, the Executive Committee may remove said officer with a two-thirds removal vote.</p>
<p>B7 - EXECUTIVE COMMITTEE</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>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</p>	<p>R7 - EXECUTIVE COMMITTEE</p> <p>1. The Executive Committee shall consist of the officers of the Section, the immediate past Chair of the Section, the Chair of any Branch, and no more than four other members of the Section. The Chair of the Section shall be the Chair of the Executive Committee. A quorum shall be a majority of the members of the committee.</p> <p>2. Any vacancy among the officers or on the Executive Committee shall be filled by an Executive Committee appointment.</p>

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<p>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 the Rules shall be specified in the Rules.</p> <p>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.</p>	<p>3. Rules shall be adopted by affirmative vote of not fewer than two-thirds of the members of the Executive Committee. A copy of Section Rules and of any amendments shall be filed with the Executive Director of the Society.</p> <p>4. Meetings of the Executive Committee may be called at any time by the Chair, or at the request of any two members of the Committee.</p> <p>5. Cooperative agreements with local scientific and engineering societies or with local units of such national societies shall be by action of the Executive Committee.</p>
<p>B8 - MEETINGS</p> <p>1. The Section shall hold no fewer than two (2) meetings each year, one of which shall be the annual meeting.</p>	<p>R8 - MEETINGS</p> <p>1. Meetings shall be held as determined by the Executive Committee at the times and places designated. The Annual Meeting of the Section should be held once per year, but shall not conflict with the Society's Meetings.</p> <p>2. A notice of each Section meeting shall made available to each Member and Participant by the Secretary or the Secretary's delegate not less than ten days before the date of that meeting.</p> <p>3. On occasion, such as in preparation and conduct of National, topical or joint meetings, the Section may act on behalf of the Society subsequent to authorization given by the Board of Directors as prescribed in Article B3, Section 3, of the Section Bylaws.</p> <p>4. The Section shall coordinate the meeting subject to the Society's approval in accordance with ANS Policy Resolutions.</p>

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<p>B9 - RULES OF ORDER</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>R9 - QUORUM AND RULES OF ORDER</p> <p>1. A quorum for the transaction of business at Section meetings shall consist of not fewer than twenty percent of the voting Members and Participants.</p> <p>2. Rules contained in Robert's Rules of Order, current edition, shall be used for interpreting the Bylaws and Rules of the Society and Section.</p>
<p>B10 - AMENDMENTS</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>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 amendments to the Standard Bylaws are in the ANS Rule R17.5.1.</p> <p>2. 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>R10 -AMENDMENTS</p> <p>1. Proposed amendments to these Rules must be endorsed by 2/3 vote of the Executive Committee and submitted to the Society Bylaws and Rules Committee for review</p> <p>2. The Bylaws and Rules Committee shall check for consistency with Society Bylaws and Rules and file a letter with the Section Secretary stating the results of the review.</p> <p>3. The proposed amendment, as endorsed by the BRC, shall then be presented to the members of the Section for a vote. Section approval of a proposed amendment shall require the affirmative votes of no fewer than two-thirds of the members voting and the total vote shall not be less than twenty-five percent of the total voting membership of the Section.</p> <p>4. The proposed amendment shall become effective following Section approval and the Section Secretary's filing of a certified copy of the approved amendment with the Executive Director of the Society. A copy of the letter of affirmation from the Bylaws and Rules Committee shall be attached to the amendment.</p> <p>5. The Section Secretary shall be responsible for notifying members of amendments to the Rules as soon as possible after adoption. A copy of updated Section Bylaws and Rules shall be made available to any Section member in good standing upon request.</p>
<p>B11 - DISSOLUTION</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</p>	<p>R11 - DISSOLUTION</p> <p>(none)</p>

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<p>not named specifically, then the Society, an 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>B12 - ELECTION AND ELIGIBILITY</p> <p>(none)</p>	<p>R12 -ELECTION AND ELIGIBILITY</p> <ol style="list-style-type: none"> 1. The Section officers (except the Chair) and members of the Executive Committee shall be elected by the Section membership. 2. The nominating committee constituted under the provisions of these Rules shall place a list of their nominees in the hands of the Inspectors of Election not later than five (5) weeks before the end of the election timeframe. The Inspectors of Election shall prepare and provide to each member of the Section not later than four (4) weeks before the end of the election timeframe, a ballot containing the nominations submitted by the Nominating Committee, and in addition any other nominations submitted by endorsement of not fewer than ten (10) members received in writing either by the Nominating Committee or by the Secretary prior to four (4) weeks before the end of the election timeframe. 3. 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 allow for write-in names for each office. 4. Ballots shall be returned to the Inspectors of Election to determine the eligibility of the voter and the Inspectors of Election shall turn over all accredited ballots to the Secretary. In order to be counted, they shall reach the Secretary before the start date of the next term of officers. 5. The Inspectors of Election shall be appointed by the Chair from members of the Section who are not nominees for office. 6. The Inspectors shall report the results of the election to the Secretary who shall declare elected to each office the candidate receiving the

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	<p>largest number of votes for that office. Should a tie occur, the Section shall resolve the tie by ballot vote at the next regular meeting or special meeting called in accordance with the Section Bylaws and Rules.</p> <p>7. Members shall not be eligible for election to more than one office concurrently. The Vice Chair and Chair shall not be eligible to serve two or more consecutive terms in the same office, unless special circumstances arise. The Secretary, Treasurer, and other elected members of the Executive Committee who shall not be eligible for more than three (3) consecutive terms. After one (1) term in office, the Vice Chair shall automatically succeed the Chair.</p>
<p>B13 -SECTION COMMITTEES</p> <p>(none)</p>	<p>R13 -SECTION COMMITTEES</p> <p>1. The Standing and Special Committees of the Section shall be appointed by the Section Chair, as required, 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 that Committee may change the personnel of committees at any time at its discretion.</p> <p>a. All Standing Committee Chairs shall report periodically to Executive Committee. All Committee Chairs shall be considered ex-officio members of the Executive Committee.</p> <p>b. The Standing Committees should include:</p> <p>1. Membership Committee - composed of not fewer than two (2) Section members or Participants, charged with the duty of bringing the advantages of the Section and of Society membership to the attention of qualified candidates, as required.</p> <p>2. Program Committee - composed of not fewer than two (2) Section members or Participants, who shall be responsible for planning Section meetings and for coordinating all meetings with those of the Society and of affiliated organizations. This Committee shall be responsible for all arrangements as necessary to properly conduct the Section's meetings</p>

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	<ol style="list-style-type: none">3. Finance Committee - composed of at least one (1) Section members or Participants and the Treasurer, who shall have supervision over and responsibility for the financial affairs of the Section and its books of account. This Committee shall be chaired by the Section Treasurer. This Committee shall also prepare the annual budget for presentation to the Executive Committee at the first meeting of the fiscal or activity year.4. Scholarship Committee –consist of no fewer than three (3) members with staggered terms of three (3) years. This committee shall review applicants and select the recipients of the Pittsburgh endowed scholarships, in coordination with the Society scholarship program. It shall periodically review the operation and selection procedures, including the stipends to assure preservation of the endowment, and the geographical criteria for candidates.5. Outreach Committee –consist of no fewer than two (2) members. This Committee shall ensure that the local section is providing information on Nuclear Science & Technology to the local community via events such as Engineer’s Week, Girl and Boy Scout workshops, and local science fairs.5. Communications Committee –consist of no fewer than one (1) member. This Committee shall be responsible for facilitating communication between executive and section members, as well as providing timely updates to the local section membership via emails, web, and social media updates.c. Additional Standing Committees may be created by a two-thirds (2/3) vote of the Executive Committee. <ol style="list-style-type: none">2. Special Committees:<ol style="list-style-type: none">a. The Special Committees may include:<ol style="list-style-type: none">1) Nominating Committee - composed of not fewer than three Section members or Participants who shall nominate
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	<p>candidates for the elective offices and the Executive Committee.</p> <ol style="list-style-type: none">2) Auditing Committee - composed of not fewer than two Section members or Participants whose sole function shall be to audit the outgoing Treasurer's book of account.3) Inspectors of Election - composed of not fewer than two Section members or Participants, none of whom is a candidate for election, who shall supervise the conduct and certify the results of the annual election of the Section officers.4) Publicity Committee – composed of not fewer than two Section members or Participants who shall arrange publicity for the Section’s activities, as required.5) Honors and Awards Committee – composed of not fewer than two Section members or Participants who shall review and recommend to the Executive Committee the nomination of members to the honor of Fellow in the Society. It shall recommend to the Society nominees for National offices and members for National committees. The Committee, further, shall consider and present honors to local Section members or honored guests at Section meetings.6) Topical Meeting Committee and National Meeting Committee - composed of not fewer than two Section members or Participants who shall propose, plan and conduct, in cooperation with the Society, Topical Meetings and National Meetings respectively. The terms of these Committees extend through the completion of the events.7) Special Committee for Society Interfaces with Local Groups – composed of not fewer than two Section members or Participants who shall interface with local groups or parties, which can provide value to members and/or participants of the Section. <p>c. Special committees shall be dissolved upon</p>
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	<p>completion of the duties assigned to them.</p> <p>d. 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 to the Chair of the Section.</p> <p>e. Special Committees may be established by the Chair of the Section, subject to approval of the Executive Committee.</p> <p>3. A majority of the Committee shall constitute a quorum at all Committee meetings.</p>
<p>B14 –ADVISORY COUNCIL</p> <p>(none)</p>	<p>R14 – ADVISORY COUNCIL</p> <p>1. An Advisory Council may be constituted in order to provide the Executive Committee with advice and counsel. The members of the Council shall be Society members in good standing and reside in the Pittsburgh Region and who, preferably, are distinguished in fields consistent with the Objectives of the Society (Bylaws Article B2.1). Members of the Advisory Council may be appointed by a two-thirds (2/3) vote of the Executive Committee.</p>
<p>B15 -ENDOWMENTS</p> <p>(none)</p>	<p>R15 – ENDOWMENTS</p> <p>1. The Section may create endowments with funds reserved for the purpose of supporting scholarships and honorary awards. The grants of such scholarships and awards are established by the Section and are funded by the income accrued from investment of the principal.</p> <p>2. It is the policy of the Section that such endowment funds, as well as future funds collected for this purpose, are forwarded to the Society for safekeeping and management of investments per the 1992 Agreement signed between the Section and the Society. The operation of the endowments, scholarships and awards, and the selection of recipients are to be in accordance with the Section Rules and Procedures.</p>