



The American Nuclear Society's diverse membership represents the professional activities within the nuclear science and technology disciplines. There are 20 ANS Professional Divisions and Technical Groups that formally promote specific areas.

Forming a Technical Group in a specific discipline is the first step in creating a formal organization for that topic of interest. Once established, a TG will evolve into a Professional Division by demonstrating its operation is successful and of value to the Society.

When a Technical Group's members are ready to convert to full Professional Division status, its leadership may take the following steps.

1. Complete the Application to Convert from Technical Group to Professional Division. The application is in the form of a memo to the attention of the Professional Divisions committee stating the purpose or intent to transfer to a PD status.
2. Present a two to three page report supporting the application.  
Include in the report the following:
  - Provide history and scope of TG
  - Graph of membership growth and development
  - List of topical meetings sponsored and cosponsored
  - Discuss participation in the Society's annual and winter meetings and other programs
  - Discuss the maturity of leadership in the Group
  - Discuss the Group's cooperation and collaboration with the Society's Committees, divisions, sections and branches
  - List subcommittees of the group and their activities
  - List liaisons with similar groups in other societies
  - State future plans: Include a succession plan, tactical and strategic plans.
3. Present the report to the Professional Divisions Committee for review and action. The PDC will make its recommendation to the Board of Directors.
4. When division status is approved, the previous group's Standard Bylaws and Rules must be updated and presented to the Bylaws and Rules Committee for review. Changes may be as simple as changing the name.



ANS Bylaws and Rules outline the conversion to PD in:

**Rule 18.6. Conversion into Professional Division**

**R18.6.1 - Request**

The Executive Committee of a Technical Group may request approval from the Professional Divisions Committee to convert into a Professional Division after they have demonstrated to the committee that their operation is a success and valuable to the Society.

<sup>25</sup>**R18.6.2 - Organization of a Professional Division**

A request for conversion into a Professional Division shall be reviewed by the Professional Divisions Committee, who shall evaluate the Technical Group's activities since formation, their relationship to the Society and their scope description. Following this review, if the Professional Divisions Committee approves the request for conversion it shall be recommended for acceptance to the Board of Directors. The Division may be organized upon acceptance by the Board of Directors.

**R18.6.3 - Initial Executive Committee**

<sup>25</sup>The initial Executive Committee of the Division shall be the Executive Committee of the predecessor Technical Group. The term of each member shall be subject to the Division Bylaws and Rules.

**R18.7 - Official Designation of a Professional Division**

The official designation shall be: (Name of area of nuclear science or technology) Division of the American Nuclear Society, Incorporated.



**Memorandum**

TO: PDC Chair

FROM: Chair of \_\_\_\_\_ TG

SUBJECT: Application to Convert from \_\_\_\_\_ Technical Group  
to \_\_\_\_\_ Professional Division

Attached is an Application to Convert from a Technical Group to Professional Division. We have made every effort to address the potential issues that may arise as a result of this application.

Please forward it and supporting documents to the Professional Divisions Committee so they may review the information with their Executive Committees.

I will discuss the application at the next PD Workshop on Saturday evening and the next PDC Meeting on Tuesday evening.

Thank you for your time and consideration.

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Chair



APPLICATION TO CONVERT FROM ANS TECHNICAL GROUP TO ANS PROFESSIONAL DIVISION

1. We announce our intent to convert to Professional Division. The scope of the PD will be

Three horizontal lines for writing the scope of the PD.

2. The reasons for this application to convert to PD are as follows. (Specifically include how the TG operation is successful and of value to the Society; e.g., increased membership, increased meetings/programs, and increased revenue.)

Three horizontal lines for writing reasons for conversion.

3. Potential impact on existing PDs and TGs; e.g., none or membership, etc.

Three horizontal lines for writing potential impact.

Supporting Information

History:

Technical Group formed \_\_\_\_\_ (date)

Scope \_\_\_\_\_

Report of Governance and Operations Since Forming TG (2-3 pages) Provide or discuss metrics.

- Graph of membership growth and development
- List of topical meetings sponsored and cosponsored
- Discuss participation in the Society's annual and winter meetings and other programs
- Discuss the maturity of leadership in the Group
- Discuss the Group's cooperation and collaboration with the Society's Committees, divisions, sections and branches
- List subcommittees of the group and their activities
- List liaisons with similar groups in other societies
- State future plans: Include a succession plan, tactical and strategic plans.



**Memorandum**

TO: Chairs of PDs and TGs  
FROM: PDC Chair  
SUBJECT: Application to Convert from Technical Group to Professional Division

Attached is an Application to Convert from TG to PD submitted by the leadership of the \_\_\_\_\_ TG.

Please review this Application to Convert with your Executive Committees. As you review the application and supporting documents consider how the TG has successfully operated since it was formed and the value that it brings to the Society.

The application will be discussed at the next PD Workshop on Saturday evening and PDC Meeting on Tuesday evening. Be prepared to vote on the conversion during the Tuesday evening PDC Meeting.



PROFESSIONAL DIVISIONS COMMITTEE VOTING FORM

If the Application to Convert is approved by 90% of the PDs and TGs, the PDC will recommend the conversion of the TG to PD at the next Board of Directors meeting.

If the conversion is not approved, the leader of the TG has the option of working with a PDC Ad Hoc Committee to resolve issues, or rescind the request to convert to PD, or repeat this process in the future.

Vote for approval of the conversion from \_\_\_\_\_ TG to \_\_\_\_\_ PD

Table with 2 columns: PD/TG and Y/N. Rows include Accelerator Applications, Education & Training, Biology & Medicine, Decommissioning, Decontamination & Reutilization, Environmental Sciences, Fuel Cycle & Waste Management, Fusion Energy, Human Factors, Isotopes and Radiation, Materials Science & Technology, Mathematics & Computation, Nuclear Criticality Safety, Nuclear Installations Safety, Operations & Power, Radiation Protection & Shielding, Reactor Physics, Robotics & Remote Systems, Thermal Hydraulics, Aerospace Nuclear Science & Technology Technical Group, and Young Members Group Technical Group.

Yes \_\_\_\_\_ Percent Approval \_\_\_\_ % (90% needed for approval)
No \_\_\_\_\_

The conversion is (approved, not approved) for submittal to the Board of Directors.