

**RULES FOR THE ART, ARCHAEOLOGY AND CONSERVATION SCIENCE DIVISION
OF
THE AMERICAN CERAMIC SOCIETY**

December 1954: Design Division
April 2000: Name changed to Art Division
January 2013: Name changed to Art, Archaeology and Conservation Science Division
As amended March 2013.
Award added November 2019.

ARTICLE A-I. NAME

The official title of this Division shall be the Art, Archaeology and Conservation Science (AACS) Division of THE AMERICAN CERAMIC SOCIETY.

ARTICLE A-II. PURPOSE

1. It shall be the purpose of this division to advance the scientific understanding of the materials found in ceramic and glass art, and to provide information that aids in the interpretation and preservation of traditional ceramic and glass art and artifacts, as well as the techniques and technologies used in their creation.
2. This Division shall represent the SOCIETY in matters pertaining to art, archaeology and conservation science, when specifically authorized by the Board of Directors.

ARTICLE A-III. MEMBERSHIP

1. The Art, Archaeology and Conservation Science Division shall consist of those members of the SOCIETY who have instructed the Secretary of the SOCIETY to so enroll them in the AACS Division.
2. The following grades of members enrolled in this Division shall be entitled to vote in matters pertaining to the Division, and to hold office in the Division: Distinguished Life Member, Emeritus Fellows and Member, Fellow, Member, Voter of a Corporation Member, and Associate Member.

ARTICLE A-IV. GOVERNMENT

1. The affairs of this Division shall be directed by an Executive Committee consisting of the Chair of the Division, Vice Chair, Secretary, Treasurer, and Trustee.
2. The term of office of the Chair, Vice Chair, Secretary, and Treasurer shall be one year, to wit: from the close of one Annual Meeting of the SOCIETY until the close of the next succeeding Annual Meeting, or until their respective successors shall have been elected and duly qualified. The term of office of the Trustee representative of the Division shall be three years, to wit: from the close of one Annual Meeting of the SOCIETY until the close of the third

successive Annual Meeting of the SOCIETY, or until a successor has been elected and duly qualified.

ARTICLE A-V. MEETINGS

1. The annual meeting of this Division shall be held during the week of the Annual Meeting of the SOCIETY. The annual business meeting shall be an item on the division program and the time of the meeting shall be posted on the Division web site and SOCIETY Annual Meeting Program.
2. Special business meetings may be called by any three (3) of the Division Executive Committee or by petition of ten (10) voting members on thirty (30) days notice.

ARTICLE A-VI. OFFICERS

1. The Division Chair shall have general supervision of the affairs of the Division. The Chair shall preside, or, in the event of the refusal or inability of the Vice Chair to preside, the Chair shall appoint a substitute to preside at all meetings of the Division or of the Division Executive Committee. The Chair shall not be eligible for re-election within a period of five years.
2. The Vice Chair shall assist the Chair as requested. The Vice Chair shall preside at all meetings in the absence of the Chair. The Vice Chair shall become Chair when the term of the Chair is ended. The Vice Chair shall immediately succeed to the powers and duties of the Chair in the event of the refusal or incapacity of the Chair to act. If the Chair becomes permanently vacant, the Vice Chair shall assume the title of Chair.
3. The Secretary shall keep minutes of all Division business meetings and, after approval by the Division Executive Committee, shall promptly file a report of a meeting with the SOCIETY staff liaison for Divisions. The Secretary shall keep a full record of the correspondence of the Division. The Secretary shall become Vice Chair when the term of the Vice Chair is ended.
4. The Treasurer shall organize and conduct financial affairs of the Division. The Treasurer shall become the Secretary when the term of the Secretary is ended.
5. Any vacancies in the Division Executive offices occurring during the year shall be filled by appointment by the remaining members of the Division Executive Committee to serve until the close of the next Annual Meeting or until a successor is elected and qualified. A member so appointed shall not forfeit the privilege of election to any Division office.

ARTICLE A-VII. NOMINATIONS AND ELECTIONS

1. a. The Division Nominating Committee shall consist of two members to be nominated and elected by voice vote at the business meeting of the Division at the time of the Annual Meeting of the SOCIETY. They shall serve one year and are not eligible for reelection prior to the third succeeding year. The immediate past Division Chair shall

serve as chair of this Committee. Their duties are to present nominees for the offices of the Division.

- b. It shall be the duty of the Nominating Committee to make nominations annually for Treasurer, and if necessary to fill a vacancy, for Chair, Vice Chair and Secretary, and shall, triennially, or if necessary, to fill a vacancy, make nominations for one or more candidates for Trustee. The names of the nominees together with their acceptance in writing shall be certified to the Chair of the Division by the Nominating Committee in such time that the Chair can forward the nominations together with the assurance of acceptance of each nominee to the Secretary of the SOCIETY so that they can be published in Internet publications of The American Ceramic Society at least eight months prior to the forthcoming Annual Meeting.
2. Additional nominations may be made by petition in writing of ten (10) voting members, providing the petitions accompanied by each nominee's acceptance in writing are received by the Division Chair in such time that the Chair can forward these additional nominations together with the assurance of each nominee's acceptance to the Secretary of the SOCIETY no later than six months prior to the forthcoming Annual Meeting for inclusion on the ballot.
3. The Division Nominating Committee, functioning during the year prior to the Annual Meeting of the SOCIETY at which the triennial term of the Division Trustee representative expires, shall include on its slate of nominations the names of nominees for the office of Division Trustee representative.

ARTICLE A-VIII. RELATIONS WITH THE SOCIETY

1. As soon as possible after each Annual Meeting of the SOCIETY, the Division Chair shall fill all vacancies of the Standing Committees of the SOCIETY as currently required by the By-Laws and Rules of the SOCIETY.
2. The Division Chair shall promptly appoint Division representatives to special committees of the SOCIETY upon proper notification by the SOCIETY.
3. The Division shall not expend funds of the SOCIETY or incur indebtedness without the formal approval of the Board of Directors of the SOCIETY.
4. The provisions of the Constitution, By-Laws, and Rules of the SOCIETY shall govern the procedure of this Division, but no action or obligation of the Division shall be considered an action or obligation of the SOCIETY. This By-Law shall be imprinted on any publication issued by the Division.
5. Authorization for incurring indebtedness by the Division for a purpose which has been approved by the Board of Directors of the SOCIETY shall be obtained by a majority of the members voting on a ballot which shall state the purpose and amount of the proposed expenditure and the agreement of the voter to a stipulated maximum assessment to

liquidate the indebtedness. Such assessment shall be collected by the SOCIETY and credited to the account of the authorized indebtedness.

6. Special funds to be expended for an approved purpose may be collected by the Division or an authorized committee thereof. Such funds shall be deposited with the SOCIETY, held in a special account, and paid out by the SOCIETY for the authorized purpose in a manner currently agreed upon by authorized representatives of the Division and the SOCIETY.

ARTICLE A-IX. COMMITTEES

1. The Standing Committees of the Division shall be as follows: Rules, Membership and Programs.
2. The Committee on Rules shall consist of a Chair appointed by the incoming Division Chair. The Rules Committee Chair shall serve for one year and be eligible for immediate reappointment. The Rules Committee Chair shall assist the Committee on Rules of the SOCIETY as instructed on matters which may currently require Division representation. The Rules Committee shall draft any changes needed to these Rules and seek verification from the SOCIETY Parliamentarian that there is no conflict between the Rules of the Division and the Constitution, By-Laws, or Rules of the SOCIETY.
3. The Committee on Membership shall consist of a Chair appointed by the incoming Division Chair and two members chosen by the Committee Chair. They shall serve for one year and are eligible for immediate reappointment. It shall be the duty of this Committee to increase the membership of the Division.
4. The Committee on Programs shall consist of the Division Vice Chair, as Committee Chair, and two other members chosen by the Committee Chair. They shall serve one year. It shall be the duty of this Committee to arrange the program of technical meetings and tutorials of the Division.

Article A-X. Awards

1. The Award

The first award to be created by the Art, Archaeology and Conservation Science (AACS) Division of The American Ceramic Society (ACerS), the *Anna O. Shepard Award*, honors this scientist's pioneering work in the analysis and description of pottery and ceramics from 1930 to 1973. She created a technical foundation for collaborations with archaeologists, specifically, regarding the "knowledge of the nature of ceramic materials and processes, the methods of village potters, the principle and evaluation of analytical methods, and critical judgment of the objectives of analysis".¹ This technical foundation integrates multiple methods of analysis in order to describe the chemical, physical and crystallographic properties of art and archaeological materials, the geological and natural resources used in their fabrication, and the archaeological and artistic interpretation of these data. The longevity of her work is underscored by the fact that her 1956 textbook has been reprinted many times and is still taught as a primary resource in archaeology and anthropology courses, particularly studies emphasizing the American Southwest.¹

2. Eligibility

This award is presented by the AACS Division Executive Committee of ACerS to an individual(s), who has made outstanding contributions to materials science applied to art, archaeology, architecture or cultural heritage. The contributions could be an artistic creation, an archaeological study, or significant materials research. Neither ACerS nor AACS membership is required to receive this award. A one-year membership in ACerS and the AACS Division is included with this award.

3. Selection Committee

The award is presented at the discretion of the AACS Executive Committee of ACerS. The AACS Executive Committee welcomes all nominations of potential recipients; there is an annual nomination deadline of January 15. The selection will begin with a review of a candidate's *curriculum vitae* by the AACS Executive Committee, and subsequently will proceed under the direction of the AACS Executive Committee. Selection criteria will emphasize:

- interrelated scientific inquiry and archaeological/cultural heritage materials study;²
- collaborative and original approach to analytical methods;
- investigation of interdependent relationships among chemical, physical and mineralogical properties of geological and environmental resources and material production;
- experimental reverse engineering of materials in field or laboratory settings^{1,2}
- and / or significance to the nominee's field.

4. Award Description and Presentation

The Anna O. Shepard Award will consist of a certificate of recognition printed by ACerS and signed by the AACS Chair, a \$500 honorarium, and a one-year membership in ACerS and the AACS Division for the award recipient(s). These costs will be paid using AACS Division funds. The presentation location of the Anna O. Shepard Award will be determined by the AACS Executive Committee; usually the award presentation location will coincide with the AACS Division Annual Meeting location, and the award presentation will be arranged in close coordination with ACerS Award programming. The award recipient will receive an invitation to lecture at a symposium hosted by the AACS Division.

References

¹ Shepard, A. O. *Ceramics for the Archaeologist*. Publication 609, Carnegie Institute of Washington, Washington D.C., fifth edition (1965).

² Shepard, A. O. "Ceramic Analysis: The Interrelations of Method; The Relationships of Analysts and Archaeologists." *Science and Archaeology*, Edited by R. L. Brill, Massachusetts Institute of Technology, Cambridge, 55–63 (1971).