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ELECTRICAL ENGINEERING

APPROVED POLICY ON INITIATION OF CONFERENCES

At the Executive Committee meeting in October, the following policy was approved:

"Sections are established to serve all of the technical interests of IEEE members residing within specific geographical areas. In order to do this, Sections will sponsor conferences, symposia and meetings of technical interest to the Section members. In cases where a sufficient number of the Section members have a specialized interest to warrant the establishment of a Group Chapter, the needs of the members in that special field will ordinarily be satisfied by the organization of symposia, meetings and conferences by the Group Chapters.

"Groups are established to serve a segment of the IEEE membership interested in some identified and limited technical field without regard to geographical boundaries. Principal Group activities are the publication of TRANSACTIONS and the organization of symposia and conferences covering the field of interest of the Group. It shall be the general policy of IEEE that any symposium and conference on a technical subject within the particular scope of a Group, including those with and without exhibits, that are organized on a non-geographical basis, shall be limited to the province of the respective Group(s). A Section interested in a special symposium or conference, with or without exhibits, may invite the appropriate Group to sponsor or co-sponsor such a meeting in the Section. Similarly, a Group interested in holding a special symposium or conference, with or without exhibits, in the geographical area of a particular Section and immediately adjacent areas, may invite the appropriate Section to sponsor or co-sponsor such a meeting. In either case, the formal concurrence of both Section and Group in the arrangements must be sought and the result reported with the request for IEEE Executive Committee approval to hold the conference. In these instances, it will be appropriate to give the meeting full publicity and to make use of the Group membership lists for special mailings." (For related policy, see Policy Statement 2H in the Section Manual or the TAB Manual.)

PROPOSED POLICY ESTABLISHING THE BASIS FOR IEEE PARTICIPATION IN CONFERENCES JOINTLY WITH INDUSTRIAL ORGANIZATIONS

The following policy statement has been submitted to the Executive Committee for consideration:

"It is within the policy of IEEE to participate in technical conferences with industrial organizations where the circumstances surrounding such conferences provide reasonable assurance that IEEE participation will be advantageous to its attending members in advancing and broadening technical competence and experience, provided that the Institute or its participation is not identified directly or indirectly with a commercial purpose."

PROPOSED POLICIES REGARDING INDUSTRIAL MEETINGS OR FUNCTIONS HELD JOINTLY OR CONCURRENTLY WITH SIMILAR INSTITUTE ACTIVITIES

The following policy statements have been submitted to the Executive Committee for consideration:

"Industrial Seminars held Concurrently and in the Same City as IEEE Meetings. The Institute's success in fulfilling its responsibilities can be measured by its ability to successfully cope with competition for the interest and time of its membership. To fully meet the needs of its members and to conform with its basic objectives, IEEE must concentrate its attention in support of its own program. It will not be in its best interest to promote, advertise, formally announce or sponsor separate industry technical seminars or sessions running in competition with its own program. Recognizing, however, that many industrial programs have a genuine educational value to IEEE members, there may be situations where joint planning might reduce competition for time between the two kinds of meetings. For example, there may be instances where free time might be planned in an IEEE program allowing members the opportunity to participate in exhibit inspections or industry programs.

"Sponsorship by IEEE Technical Conferences with Other Organizations or Trade Associations. In most cases joint technical conferences in which IEEE participates will be those involving scientific, tech-

nical or educational institutions or associations, or government scientific or engineering bodies. In these situations it will be appropriate for IEEE, if it desires, to jointly sponsor the technical program. Program committees, etc. may consist of representatives of IEEE bodies as appropriate in addition to representatives of the other technical, scientific or educational or governmental sponsors of the conference.

"In a few meetings of national significance, IEEE and its predecessors have sponsored conferences jointly with trade or industrial associations. In these instances, however, IEEE should assume primary or preferably exclusive responsibility for the technical program. Technical sessions, seminar, panel discussions, etc., which IEEE sponsors in connection with such meetings should not be advertised or represented as being managed, offered or arranged by specific companies or agencies. As a matter of policy, however, there is no objection to technical sessions in which all papers are presented by engineers from the same companies or agencies if this seems desirable.

"IEEE Sponsorship of Banquets, Luncheons, etc. While financial support by industries of banquets, luncheons and other social functions in connection with IEEE meetings, is frequently carried out through such procedures as ticket sales and dignified advertising, joint managerial sponsorship of such functions by IEEE with specific companies or agencies is inappropriate in view of the Institute's function as an individual member professional society."

PROPOSED POLICY ON REGISTRATION OF ENGINEERS

The following policy statement has been submitted to the Executive Committee for consideration:

"IEEE is concerned with registration of engineers only from the standpoint of the protection which such registration may afford to the public. It is not concerned with enhancing the legal, economic, and public relations status of individual engineers.

For those of its members who are actively interested in these latter professional aspects of engineering and professional registration, the IEEE Board of Directors recommends that they also consider membership in professional organizations primarily concerned therewith.

"The Board of Directors of IEEE recognizes the need for legislation covering the offer of engineering services to the public when such practice directly involves the health, welfare, and safety of the public. In furtherance of this policy, the Institute of Electrical and Electronics Engineers, Incorporated:

- "1. Offers advice and assistance to boards of engineering examiners and similar agencies;
- "2. Approves the concept of uniform laws as being in the public interest;
- "3. Recommends that in the requirements for the practice of engineering there shall be a minimum of restrictions of a legal nature in the functioning of qualified engineers;
- "4. Recommends that each IEEE Section cooperate with boards of engineering registration or other appropriate agencies in the dissemination of educational information concerning registration;
- "5. Recommends that, upon request, committees and IEEE members cooperate with appropriate agencies in the development of sound registration examinations which will adequately protect the public interest;
- "6. Recommends that Sections consider sponsoring or cooperating with other groups in conducting educational refresher courses as preparation for registration examinations;
- "7. Recommends that each Student Branch devote some time to the subject of professional development with special emphasis on the purpose of registration from the standpoint of protection of the public interest, the standards required for such protection, and the procedure in applying for registration;

"8. Recommends that the Professional Relations Committee provide educational information on registration of professional engineers to be published in IEEE periodicals at appropriate times."

PRICES FOR CONFERENCE PUBLICATIONS

As reported in the June issue of ELECTRICAL ENGINEERING, page 3, the IEEE has developed a central ordering system for conference publications and has established some general policies to facilitate its operation. Among the policies announced was the requirement that the post-conference price to nonmembers must be greater than the price to members.

For further guidance of conference planners, the Institute recommends that the nonmember price should normally be twice the member price. In special situations where the member price must of necessity be comparatively high, i. e., approaching \$10.00, it may be preferable to employ a smaller ratio than 2 to 1 in setting the nonmember price. However, it is requested that the ratio in no case be less than 1.5 to 1.

NEW IEEE AWARD

The Awards Board announces that a new award has been established - The IEEE AWARD in INTERNATIONAL COMMUNICATION in honor of Hernand and Sosthenes Behn. The award will be given for outstanding contributions in the field of international communication and will consist of a certificate and \$1,000. March 1, 1966 is the deadline date for receipt of nominations for this award. Nomination forms may be obtained by writing to the Secretary of the Awards Board at IEEE Headquarters, 345 East 47th Street, New York, N. Y. 10017.

IEEE FELLOW GRADE NOMINATIONS

Nominations of candidates for advancement to the IEEE Fellow Grade are invited. A Fellow Grade Nomination Kit is available from Miss Emily Sirjane, IEEE Staff Secretary of the Fellow Committee. Each kit consists of an FC-1 Form (Fellow Grade Nomination Form), five Reference Forms, five Reference Envelopes, and a Guide to Fellow Grade Nominations.

To be eligible for consideration, the completed FC-1 Form and five completed Fellow Grade Reference Forms must be received by the Fellow Committee on or before April 30, 1966.

Candidates previously considered, upon whom no favorable action was taken, will not be reconsidered unless a new completed FC-1 is received by the Fellow Committee on or before April 30, 1966.

Reference Forms submitted on behalf of a Fellow Grade candidate will be acceptable to the Fellow Committee for a period of three consecutive years, including the original year of submission, in the event the sponsor wishes to update and resubmit the Fellow Grade nomination.

TECHNICAL DISCUSSION GROUPS

At the August meeting of the Executive Committee, there were joint recommendations by the Sections Committee and TAB on Technical Discussion Groups. The recommendations, which take into account that the technical interests of all Technical Discussion Groups may be identified with the technical fields of existing IEEE Groups are as follows:

1. Appropriate Groups and Sections act jointly to persuade concerned Technical Discussion Group members to petition for Chapter status;
2. Rebates be discontinued at the end of calendar year 1965 for Technical Discussion Group activity; and
3. The Sections Committee carefully monitor the subsequent activities of the involved Sections and refer to the Executive Committee for relief any financial hardship cases resulting from the discontinuance of Technical Discussion Groups.

TECHNICAL COMMITTEE/STANDARDS

At the August meeting of the Executive Committee it was reported that TAB had formally resolved that all Technical Committee/Standards shall be merged into the Group structure as soon as possible but not later than December 31, 1966. It was the sense of the Executive Committee that this was desirable.

STANDARD FORMAT ADOPTED FOR CONFERENCE REPORTS

The Executive Committee has adopted a model final report format in order to obtain data from past conferences for use in detecting trends and projecting future IEEE conference activities. Known as the IEEE Conference Report Form, it is included in the TAB Manual as Guide Sheet 8, Appendix III-K.

The new form is to be used for each conference IEEE has sponsored since January 1963 as well as for all future conferences. For recent and future conferences, a final report is needed within three months after the event.

In those instances where a more detailed and elaborate report than required by the IEEE Conference Report Form is prepared, it will still be satisfactory if it covers all the points in the model. The headquarters staff will then transfer data to the report form desired by the Executive Committee.

INVESTMENT OF EXCESS SECTION FUNDS

Some IEEE Sections have excess cash on hand and have requested guidance from IEEE Headquarters on how to properly invest these funds. It is suggested that the Institute secure these funds from the Sections and invest them with the IEEE's own funds. A quarterly accounting would then be made to the Sections giving them full credit for any market changes in the securities and giving them a proportional distribution of the interest and dividend income. This service can be implemented on January 1, 1966.



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

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Donald G. Fink, *General Manager*

IEEE INTERNATIONAL CONVENTION NOTES

The following items are based on the September meeting of the 1966 International Convention Committee:

Change in Name of Convention. The Chairman announced that, on advice of legal counsel, the Board of Directors has amended the Bylaws to change the name of the Convention to IEEE INTERNATIONAL CONVENTION AND ELECTRICAL AND ELECTRONICS ENGINEERING EXHIBITION. All 1966 Convention publicity and literature is to be worded accordingly.

Convention Policies. The Chairman called attention to General Convention Policies which had been established over the years in connection with the conduct of Convention operations. Several of these Policy Statements follow:

Policy on Posting Signs. Signs not related to Convention activities shall not be posted in the hotel or exhibit areas of the Convention. It is necessary to enforce this ruling because (1) it is physically impossible to honor all requests received for the posting of such signs and (2) the multiplicity of IEEE Convention signs and non-Convention signs would be confusing to the registrants. Any exceptions to this ruling will be authorized by the Convention Chairman.

Distribution of Material During Convention. Many requests are received to distribute not only IEEE material but outside material at the various Convention desks and at the sessions. There will be no distribution of such material, including newspapers and periodicals, by any faction of the IEEE or non-IEEE body, at the hotel or exhibit area, without prior authorization of the Convention Chairman.

Recruitment Policy. The Board of Directors had adopted a definite policy which instructs officers, Convention Committees, IEEE Staff, and hotel and exposition managements to prevent recruitment activities in any areas under their supervision. The Policy, established by the Board of Directors on June 21, 1963, reads as follows:

"Conventions and their associated expositions are among the important ways IEEE seeks to carry out its objectives as a scientific and educational institution chartered in the public interest. Any attempt by members or others to use these occasions for private and commercial purposes is contrary to the Constitution, Bylaws and established policies of IEEE and is at all times to be actively discouraged and prevented. It is essential that members and employers of members of IEEE understand and respect this policy, and they are urgently requested to cooperate in its application.

"Such cooperation is particularly desirable in the elimination of organized, high pressure, recruiting of engineering personnel at the conventions and expositions of IEEE. The practices associated with such recruiting, including those listed below, are contrary to the scientific and educational purposes of IEEE, detrimental of the pursuit of those purposes, and demeaning to the professional

dignity of its conventions. Among such objectionable recruiting practices are the following:

- 1) Publishing, posting, or distributing advertising material announcing employment interviews, especially for those attending the convention.
- 2) Conducting public recruiting activities tending to divert attention from the business of the convention.
- 3) Offering and providing excessive hospitality and entertainment as a recruiting device.
- 4) Using display booths in the exposition or otherwise subverting the facilities of the convention for organized recruiting purposes.

"Officers, convention committees, staff of IEEE, and their hotel and exposition managements are instructed to prevent such practices in any areas under their control and supervision. Organizations, agencies, and individuals engaged in employment and personnel placement activities are requested to cooperate in the observance of this policy and so to void unwelcome intrusion on a professional meeting. Such cooperation will afford members of IEEE evidence of respect not only for the purpose of their organization and its meetings, but also for their personal dignity and integrity as professional men."

*Proposed Policy on IEEE Participation in Conferences with Industrial Organizations. It is within the policy of IEEE to participate in technical conferences with industrial organizations where the circumstances surrounding such conferences provide reasonable assurance that IEEE participation will be advantageous to its attending member in advancing and broadening technical competence and experience, provided that the Institute or its participation is not identified directly or indirectly with a commercial purpose.

*Pending Policy now under review by the TAB and Sections Committee, to be approved by the Executive Committee.

MEMBERS ENCOURAGED TO GIVE TECHNICAL PAPERS IN REGIONS OTHER THAN THEIR OWN

All members of IEEE who are traveling in Regions other than their own are requested by the IEEE Executive Committee to consider appearing at Section meetings in those Regions. They are particularly encouraged to present technical papers at such meetings.

IEEE Headquarters will be happy to cooperate in supplying the list of cities in which IEEE Sections are organized and to put any traveler in touch with the Section Chairman or Technical Program Chairman in any Section. IEEE can not pay the travel expenses in connection with such visits to Sections.

This request applies especially to United States and Canadian members traveling to Europe and other parts of the world and to members from Regions 8 and 9 who are traveling to the United States and Canada.