

MODIFICATIONS TO IEEE BYLAWS

PROPOSED TO B of D AIEE 10/12/62

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Bylaws 405  
"Management"

Revision 4 (20 September 62), 4a (9 October, 1962)

1 (18)

Initially the Technical Operations Committee shall supervise and coordinate all technical activities of the Institute except those administered by the Professional Technical Groups Committee, i.e. (1) the six Technical Committee Divisions as existed in the A.I.E.E. and their associated Technical Committees dealing with specific technical areas (included in these Divisions would be the Technical Committees of the I.R.E.); (2) four staff-type standing General Committees, each functioning on an over-all Institute-wide basis; and (3) sub-organizational units as required. The Technical Committee Divisions are: Communication; Aero-Space and General Applications; Industry; Instrumentation; Power; and Science and Electronics. The General Committees are: Standards; New Technical Activities; Research; and Safety. ~~It~~ arranges programs for the technical sessions at conventions and general meetings of the Institute.

The Chairman of the Technical Operations Committee must be a member of the Board of Directors and the Executive Committee. The Technical Operations Committee has a Secretariat assigned from the Headquarters Staff by the General Manager. Also included in the membership of the Committee are: one or more Vice Chairmen, a Past Chairman, Chairmen of the Technical Divisions, Chairmen of the standing General Committees, and at least three members-at-large.

Within its jurisdiction, the Technical Operations Committee is responsible for controlling the technical content of papers and discussions in the form of preprinted papers, (if preprinted papers are requested by the Technical Committee), special technical publications, the Bimonthlies, the Transactions, and other technical periodicals, and the content of technical reports, specifications, and standards.

It coordinates within IEEE and with outside organizations the activities of the Committee Divisions and Technical Committees, approves the formulation of Technical Committees or the discharge of committees no longer considered essential, and coordinates the scopes of all technical committees.

It is responsible for the appointment and supervision of IEEE representation on intersociety activities and outside organizations as assigned by the Executive Committee.

*P The Technical Operations Committee*

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Revision 4 (20 September 62) 4a (9 October, 1962)

The duties, responsibilities, and composition of the Technical Operations Committee is given in detail in its ~~Guide~~ Manual.

2 (19)

#### Technical Committee Divisions

Each Technical Committee Division consists of a Chairman, a Vice-Chairman, a past Chairman, a Secretary who may be assigned from the Headquarters staff, the chairmen of the Technical Committees assigned to the Division, delegate members from the standing committees as they are required, and at least two members-at-large.

The Technical Committee Divisions supervise and coordinate the affairs of their respective committees. They recommend to the Technical Operations Committee the scopes for the Technical Committees and the formation of or discharge of Technical Committees within the field of activity of the Division; and the preparation of Standards and Recommended Practices by assignments to one or more of the Technical Committees within the Division. If the assignment involves other Divisions, the assignment is handled by the Technical Operations Committee.

3 (20)

#### Technical Committees

*appointed by the Ex. Com. based on recommendations made by*  
Each Technical Committee consists of a Chairman and members, ~~recommended by the retiring Chairman through the Technical Committee Division Committee.~~ The incoming Chairman shall recommend the Vice-Chairman, Secretary, and additional members ~~as he desires.~~ The Technical Committees promote and coordinate Institute activity in their respective fields.

Except for papers originating in Professional Technical Groups, they pass on all technical papers; are responsible for the presentation of all papers at General Meetings, as arranged by the Technical Operations Committee; arrange Special Technical Conferences, either alone or jointly with other committees, or with Professional Technical Groups; within their respective scopes, initiate and prepare Standards, recommend actions, ~~and report on Standards activities to the Standards Committee.~~ In general, they report ~~they report~~ through their respective Divisions.

4 (21)

#### Standards Committee

The Standards Committee consists of a Chairman, a Vice Chairman, a past Chairman, a Secretariat assigned from the Headquarters staff, and at least twenty additional appointed members.



The committee is responsible on an Institute-wide basis for encouraging and coordinating the work of formulating and revising IEEE Standards. The committee gives final approval to IEEE Standards prior to submission to the Executive Committee for publication. It considers and investigates all matters relating to units and standards in the fields of electrical engineering, electronics, radio, allied branches of engineering, or the related arts and sciences. It represents the Institute in cooperation with other standardizing bodies in matters relating to units and standards.

5 (22)

#### New Technical Activities Committee

The New Technical Activities Committee consists of appointed members and liaison members; one liaison member invited from each IEEE Division (Group Division and Technical Committee Division) and from the Research Committee. The Committee shall promote and develop new technical activities, in conjunction with existing committees, until such areas of activity begin to crystallize into more readily recognizable scopes. It shall then recommend transfer of the activity to a Professional Technical Group. If no suitable Group is active, the transfer would be made to an existing or new Technical Committee.

6 (23)

#### Research Committee

The Research Committee consists of 10 or more appointed members. The Committee stimulates research of interest to the Institute, acts on behalf of the Institute, may be specifically authorized to initiate and direct research investigations, cooperates on behalf of the Institute with departments of national and state governments in the considerations of research investigation, submits reports and recommendations concerning research investigations for which financial support from the Institute is sought; assists university staffs in selecting research projects for graduate students, and assists the Technical Operating Committee in the preparation of meetings for the discussion of problems in the field of research.

7 (24)

#### Safety Committee

The Safety Committee consists of 15 or more appointed members; considers and investigates matters relating to the protection of persons and property against hazard due to or resultant upon the presence of electricity or the use of electric and electronic apparatus, material, and appliances, and reports such recommendations thereon as it deems desirable for action by the Institute. To this



end, it encourages and coordinates safety consideration by other Institute organizational units in their respective fields, and with the approval obtained by organizational procedures, may arrange for cooperative relations with other bodies in the consideration of electrical hazards.

- 8 (25) Scopes of Technical Committee activities, organization and membership, procedures and methods of coordination between them, and with other standardization bodies shall be compiled in a Manual for Technical Committees (including the Technical Operations Committee).
- (26) The Tellers Committee shall be responsible to the Board of Directors for the supervision of the counting of ballots required to be obtained by the Constitution on questions submitted to the membership of I.E.E.E. or to groups of members. Reports by the Committee to the Board of Directors shall be signed by the Chairman of the Committee.

(Names of Technical Committees to be added)

*Divisions)*

9 *The Technical Committees*

10 *The Technical Committees*  
*shall be appointed by the Executive Committee*  
*and their term of office shall be the admin*  
*year.*



16. The Sections Committee deals with problems and activities involving the interest and welfare of the Sections, their relations with the Institute and with other organizations. It shall, when appropriate, make recommendations to the Executive Committee regarding Section Affairs.

The Sections Committee shall consist of not less than twenty members, and its Chairman shall be the Vice President elected by the members. It may hold an annual meeting during the general meeting of the I.E.E.E. held preferably during the summer.

17. The Student Branches Committee shall be responsible to the Executive Committee for evolving recommendations regarding Student Branches of the I.E.E.E. and problems of individual student members having no student Branch affiliation.

The Student Branches Committee shall include the Chairmen of the Regional Student Activities Committee.

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18. Initially the Technical Operations Committee shall supervise and coordinate all technical activities of the Institute except those administered by the Editorial Board and by the Professional Technical Groups Committee. These include (1) the six Technical Committee Divisions as existed in the A.I.E.E. and their associated Technical Committees dealing with specific technical areas (including the Technical Committees as existed in the IRE), (2) four staff-type standing General Committees, each functioning on an over-all Institute-wide basis, and (3) sub-organizational units as required.

The Chairman of the Technical Operations Committee shall be a member of the Board of Directors and the Executive Committee. The General Manager shall assign staff facilities for servicing the operations of the Committee. There shall also be one or more Vice Chairmen, a Past Chairman, Chairmen of the Technical Divisions, Chairmen of the standing General Committees and at least three members-at-large.

{ Within its jurisdiction and in accordance with the policies of the Editorial Board, the Technical Operations Committee is responsible for controlling the technical content of papers and discussions in the form of preprinted papers (if preprinted papers are requested by the Technical Committee), special technical publications, the Bimonthlies, the Transactions, other technical periodicals and the content of technical reports and specifications.



It supervises generally, the development of Technical Standards the formulation and revision of which is the responsibility of the Standards Committee assisted by the Technical Committees.

It is responsible for the supervision of I.E.E.E. representation on intersociety activities and outside organizations that deal with technical matters and shall recommend to the Executive Committee any appointments required for I.E.E.E. representation regarding such activities.

19. Technical Committee Divisions each consist of a Chairman, a Vice-Chairman, a past Chairman, a Secretary who may be assigned from the Headquarters staff, the Chairmen of the Technical Committees assigned to the Division, delegate members from the Standing Committees as they are required, and at least two members-at-large.

They assist the Technical Operations Committee in the supervision and coordination of the affairs of their respective committees. They recommend to that Committee the scopes for the Technical Committees and the formation of or discharge of Technical Committees within the field of activity of the Division; and Recommended Practices by assignments to one or more of the Technical Committees within the Division. If the assignment involves other Divisions, the assignment is handled by the Technical Operations Committee.

20. Technical Committees each shall consist of a Chairman and members recommended by the retiring Chairman through the Technical Committee Division Committee. The incoming Chairman shall recommend the Vice-Chairman, Secretary, and additional members as he desires. The Technical Committees promote and coordinate Institute activity in their respective fields.

Except for papers originating in Professional Technical Groups, they shall assist, by reporting through their respective Divisions, the Technical Operations Committee in matters relating to technical papers and their presentation and Special Technical Conferences which Conferences may be held jointly with other committees or with Professional Technical Groups.

If a Technical Committee covers the technical area of a Professional Technical Group, its activities will not include those activities associated with the Group.



21. The New Technical Activities Committee consists of appointed members and liaison members; one liaison member invited from each I.E.E.E. Division (Group Division and Technical Committee Division) and from the Research Committee. The Committee shall promote and develop new technical activities, in conjunction with existing committees, until such areas of activity begin to crystallize into more readily recognizable scopes. It shall then recommend transfer of the activity to a Professional Technical Group. If no suitable Group is active the transfer would be made to an existing or new Technical Committee.
22. The Research Committee consists of ten or more appointed members. It stimulates research of interest to the Institute, acts on behalf of the Institute with departments of national and state governments in the considerations of research investigation, submits reports and recommendations concerning research investigations for which financial support from the Institute is sought; assists university staffs in selecting research projects for graduate students, and assists the Technical Operations Committee in the preparation of meetings for the discussion of problems in the field of research.
23. The Safety Committee consists of fifteen or more appointed members; considers and investigates matters relating to the protection of persons and property against hazard due to or resultant upon the presence of electricity or the use of electric and electronic apparatus, material and appliances, and reports such recommendations thereon as it deems desirable for action by the Institute. To this end, it encourages and coordinates safety consideration by other Institute organizational units in their respective fields and with the approval obtained by organizational procedures, may arrange for cooperative relations with other bodies in the consideration of electrical hazards.
24. The Standards Committee consists of a Chairman, a Vice-Chairman, a past Chairman and at least twenty additional appointed members. It shall be assigned staff facilities by the General Manager.

The Committee is responsible on an Institute-wide basis for encouraging and coordinating the work of formulating and revising I.E.E.E. Standards. The Committee gives final approval to I.E.E.E. Standards prior to submission to the Executive Committee for publication. It considers and investigates all matters relating to units and standards in the fields of electrical engineering, electronics, radio, allied branches of engineering or the related arts and sciences. It represents the Institute in cooperation with other standardizing bodies in matters relating to units and standards.



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"Management"

Revision 4 (28 September 62) (R)

- 18 25. The Tellers Committee shall be responsible to the Board of Directors for the supervision of the counting of ballots required to be obtained by the Constitution on questions submitted to the membership of I.E.E.E. or to groups of members. Reports by the Committee to the Board of Directors shall be signed by the Chairman of the Committee.



406. Nominations and Elections

1. The Secretary shall circularize all Section Chairmen and Secretaries before March first of each year requesting the submission of suitable names to be considered by the Nominations and Appointments Committee for the various elective offices.
2. The Nominations and Appointments Committee shall submit the name or names of one or more candidates for the office of President and for the office of the Vice President to be elected by the voting members and the names of more than one candidate for each of the other elective offices.
3. The Nominations and Appointments Committee shall transmit its list of proposed nominees to all Directors by April 25.
4. Each Regional Committee shall submit to the Board of Directors by April thirtieth of the Regional election year, the names of at least one qualified nominee for the office of Regional Delegate-Regional Director. To qualify, each candidate shall indicate to the Regional Committee his acceptance of the nomination.
5. Nominations by petition for the office of Regional Delegate-Regional Director may be made by the submission, by the date stated and according to the procedure outlined in the Constitution, of a petition signed by at least one third per cent of the total number of voting members residing within the Region, as listed in the official membership records of the I. E. E. E. at the end of the previous year, but in no case shall the number be less than one hundred.
6. During the period between August fourteenth and September first of each year, the Executive Committee is authorized to take any necessary actions on any petitions and to approve the ballot.
7. Each proposed nominee named by the Board of Directors shall be consulted, and, if he so requests, his name shall be withdrawn.
8. The list of nominees required to be submitted to all voting members by the Constitution shall contain at least one name for the office of President, at least one name for the office of Vice President to be elected by the voting members and at least four names for the two offices of Delegate-at-large-Director-at-large.



The ballot going to each of the Regions where an election of a Regional Delegate-Regional Director is to take place shall contain at least one name for the office of Regional Delegate-Regional Director for that particular Region.

For those cases where more than one candidate is on the ballot for any single office, the names shall be arranged in alphabetical order and the ballot shall carry a statement to the effect that the order of the names is alphabetical for convenience only and indicates no preference.

9. Voting members shall vote for the candidates whose names appear on the list of nominees, by written ballots in plain sealed envelopes, enclosed within mailing envelopes marked "Ballot" and bearing the member's written signature. No ballots within unsigned outer envelopes shall be counted. No votes by proxy shall be counted. Only ballots arriving at I. E. E. E. Headquarters before twelve o'clock noon on the last working weekday prior to October twenty-fifth shall be counted. Ballots shall be checked, opened and counted under the supervision of the Tellers Committee between October twenty-fifth and the first Wednesday in November. The result of the count shall be reported to the Board of Directors at its next succeeding meeting and the nominee for each office for which the election is being held, receiving the greatest number of qualified votes shall be declared elected. In the event of a tie vote, the Board of Directors shall choose between the nominees involved.

#### 407. Pension Benefit Plan

1. The I. E. E. E. shall have a Pension Benefit Plan for its full-time paid employees, operated under the control of the Executive Committee.

#### 408. Amendments

1. Before an amendment to the Constitution is submitted to the voting members, it shall be reviewed by legal counsel designated by the Executive Committee and a written opinion secured that such amendment is in accordance with the laws under which the I. E. E. E. is incorporated and operated.
2. Ballots for Constitutional amendments shall carry a statement of the time limit for return to I. E. E. E. Headquarters. The ballots after marking shall be placed in plain sealed envelopes, enclosed



within mailing envelopes marked "Ballot" and bearing the member's written signature. Only ballots with signed outer envelopes shall be counted. No votes by proxy shall be counted. Only ballots arriving at I. E. E. E. Headquarters prior to the stated time limit shall be counted. The votes will be counted under the supervision of the Tellers Committee and the results reported to the Board of Directors at its next meeting.

3. Proposals for amending these Bylaws may be initiated by the Board of Directors or by the Executive Committee. As provided in the Constitution, proposed Bylaw changes and the reasons therefor shall be mailed to all Directors at least twenty days before the stipulated meeting of the Board of Directors at which the vote shall be taken. Two-thirds of all votes cast at that meeting shall be required to approve any new Bylaw, amendment, or revocation.
4. A complete history of amendments shall be kept in the files of the I. E. E. E.



500. Publications

501. Periodicals

- see also 405-18*
1. Initially, the I.E.E.E. shall publish a monthly magazine of the highest quality named "Proceedings of the I.E.E.E." to be generally the same as the former Proceedings of the IRE.
  2. Initially, the I.E.E.E. shall publish a monthly magazine named "Electrical Engineering" to be generally the same as the former Electrical Engineering of the A.I.E.E.
  3. The I.E.E.E. shall publish periodicals produced by the various Professional Technical Groups named "Transactions on \_\_\_\_\_," where specialized technical papers shall be published. The Transactions shall carry no advertising.
  - FL* 4. Initially, the I.E.E.E. may publish periodicals and annual Transactions sponsored by certain Technical Committees.
  5. The I.E.E.E. shall publish a periodical named the "I.E.E.E. Student Journal." This shall contain both technical material and items of news of interest to Students.
  6. The I.E.E.E. may publish an Annual Directory containing lists of its members, lists of manufacturers, supplies and products and shall contain advertising.

502. Other Publications

1. The I.E.E.E. may issue other special publications such as convention and conference records, cumulative indices, etc., when warranted.

503. Standards

1. The I.E.E.E. shall publish from time to time, in one of the monthly publications circulated to all members, or separately, I.E.E.E. Standards concerning technologies encompassed within the scope of the purposes of the I.E.E.E., which have been issued by its Technical Operating Committee.