

The Institute of Radio Engineers, Inc.
COMPARATIVE BALANCE SHEET
December 31, 1931 and 1930

ASSETS	Dec. 31, 1931	Dec. 31, 1930	INCREASE DECREASE
CASH			
General Fund—Corn Exchange Bank.....	\$8,287.37	14,831.61	6,544.24
Special Fund—Corn Exchange Bank.....	1,706.11	348.41	1,357.70
Petty Cash Fund.....	175.00	175.00	
TOTAL CASH.....	10,168.48	15,355.02	5,186.54
ACCOUNTS RECEIVABLE—CURRENT			
Junior.....	58.00	122.00	64.00
Associate.....	1,732.77	1,470.67	253.10
Members.....	15.00	20.00	5.00
Entrance Fees.....	1,076.50	978.00	98.50
Transfer Fees.....		10.00	10.00
Advertising.....	961.55	2,510.81	1,546.26
Reprints.....	107.82	301.87	194.05
ACCOUNTS RECEIVABLE—COLLECTIONS DEFERRED			
Junior.....	40.00		40.00
Associate.....	1,473.00		1,473.00
Member.....	255.00		255.00
Fellow.....	60.00		60.00
Due from Chicago Section.....	1,828.00		60.00
	579.47		579.47
TOTAL ACCOUNTS RECEIVABLE.....	6,362.11	5,422.35	939.76
INVENTORY			
PROCEEDINGS on Hand.....	4,984.87	4,444.92	539.95
Bound Volumes on Hand.....	118.00	111.55	6.45
Binders on Hand.....	245.14	157.08	88.06
Emblems on Hand.....	347.20	252.30	94.90
TOTAL INVENTORY.....	5,695.21	4,965.85	729.36
INVESTMENTS—AT COST.....			
(Market Value Dec. 31, 1931, \$38,092.50)	57,607.62	47,493.00	10,114.62
FURNITURE AND FIXTURES.....			
Less—Reserve for Depreciation.....	8,398.61		
	3,753.38		
ACCRUED INTEREST ON INVESTMENTS.....	1,092.43	892.43	200.00
PREPAID EXPENSES			
1932 Convention Expense.....	238.50		238.50
Unexpired Insurance Premiums.....	61.24	74.32	10.08
Stationery Inventory.....	400.00	729.37	328.37
Section Expense.....	250.00		250.00
TOTAL ASSETS.....	\$80,523.82	80,037.26	6,486.56
LIABILITIES			
ACCOUNTS PAYABLE			
SUSPENSE			
DUES, ETC., PAID IN ADVANCE.....	\$3,013.97	491.64	2,522.33
Junior.....	100.70	115.70	9.00
Associate.....	11.50	40.00	28.50
Member.....	826.48	902.68	76.20
Fellow.....	169.64	67.23	102.41
Entrance Fees.....	7.50	68.71	51.21
Subscriptions to PROCEEDINGS.....	92.50	142.50	50.00
Advertising.....	3,514.65	3,365.20	149.36
	64.00		64.00
TOTAL LIABILITIES.....	7,806.94	5,183.75	2,623.19
MORRIS LIEBMAN MEMORIAL FUND			
Principal.....	10,000.00	10,000.00	
Unexpended Income.....	77.87	77.87	
TOTAL MORRIS LIEBMAN FUND.....	10,077.87	10,077.87	
SURPLUS			
Balance, January 1.....	64,775.64	55,562.67	9,212.97
Operating Profit for Year.....	3,803.37	9,212.97	5,349.60
SURPLUS DECEMBER 31.....	68,639.01	64,775.64	3,863.37
TOTAL LIABILITIES AND SURPLUS.....	\$88,523.82	80,037.26	6,486.56

Patterson and Ridgeway, Certified Public Accountants
74 Trinity Place, New York, N. Y.

The Institute of Radio Engineers
(Incorporated May 13, 1912)

CONSTITUTION

ADOPTED AT THE FIRST MEETING OF THE INSTITUTE OF RADIO
ENGINEERS MAY 13, 1912. AMENDED NOVEMBER 2, 1914
DECEMBER 5, 1915, AND OCTOBER 7, 1931.

ARTICLE I

NAME AND OBJECT

SEC. 1—The name of this organization shall be The Institute of Radio Engineers, Incorporated.

SEC. 2—Its objects shall be the advancement of the theory and practice of radio and allied branches of engineering and of the related arts and sciences, their application to human needs, and the maintenance of a high professional standing among its members. Among the means to this end shall be the holding of meetings for the reading and discussion of professional papers and the publication of papers, discussions, communications, and such other matters as may be appropriate for the fulfillment of its objects.

ARTICLE II

MEMBERSHIP

SEC. 1—The membership of the Institute shall consist of:

- Fellows, who shall be entitled to all rights and privileges of the Institute.
- Members, who shall be entitled to all rights and privileges of the Institute except the right to hold the offices of President and Vice President.
- Associates, who shall be entitled to all rights and privileges of the Institute except the right to hold any elective office specified in Article V.
- Juniors, who shall be entitled to attend all meetings and to receive copies of all Institute publications.
- Students, who shall be entitled to attend all meetings and to receive copies of all Institute publications.

SEC. 2—A Fellow shall not be less than thirty-two years of age and shall be either:

- A radio engineer by profession. As such he shall have attained distinction in his profession and shall be eminently qualified to take responsible charge of important radio work and shall have been in the active practice of his profession for at least ten years, and shall have had responsible charge of important radio work for at least three years.

When the applicant holds in a principal national society of an allied branch of engineering or science membership in a grade for which the qualifications indicate a standing equal to that required for the grade of Fellow herein, such membership shall be considered equivalent to three years of the required ten years of active practice of the radio profession.

b. A professor of physical science or of electrical engineering. As such he shall have attained special distinction as an expounder of the principles of radio science and of radio engineering and shall have had at least ten years experience as a teacher of physical or electrical subjects and shall have had responsible charge, for three years, of a radio course in a school of science or engineering of recognized standing. Any experience, as defined in paragraph "a", that the applicant may have had as a radio engineer shall be considered the equivalent of the same number of years of experience as a "teacher of radio subjects."

c. A person who has done notable original work of service to radio engineering of a character to give him a recognized standing at least equivalent to that required for Fellow under paragraph "a" or "b."

d. A person regularly engaged in radio work for at least ten years, who, by invention or by special proficiency in contributions to the radio science or the radio arts or radio literature, has attained a standing at least equivalent to that required for Fellow under paragraph "a" or "b."

SEC. 3—A Member shall not be less than twenty-five years of age and shall be either:

a. A radio engineer by profession. As such, under general direction he shall have designed and taken responsibility for important radio engineering work or science and shall have been in the active practice of his profession for at least four years.

When the applicant holds in a principal national society of an allied branch of engineering, membership of a grade for which the qualifications indicate a standing equal to that required for the grade of Member herein, such membership shall be considered equivalent to two years of the requisite four years of active practice of the radio profession.

b. A teacher of physical science or of electrical engineering. As such he shall have had at least four years experience as a teacher of radio subjects in a school of recognized standing. Any years of experience the applicant may have had as a radio engineer shall be considered the equivalent of the same number of years' experience as a "teacher of radio science or of radio engineering."

c. A person regularly employed in radio or closely allied work for at least four years, who by invention or proficiency in radio science, the radio arts, or radio literature, or as an executive of any radio enterprise of large scope, has attained a standing equivalent to that required for Member under paragraph "a" or "b." In case of such an executive the applicant must be qualified to take responsible charge of the broader features of radio engineering involved in the work under his direction.

d. A person at least twenty-eight years of age who is an engineer by profession in work closely allied to radio. As such, under general direction, he shall have taken responsibility in important engineering work in his field, or science, and shall have been in active practice of his profession for at least seven years.

SEC. 4—An Associate shall be not less than twenty-one years of age and shall be a person who is interested in or connected with the study or application of radio science or the radio arts.

SEC. 5—A Junior shall have attained the sixteenth anniversary of his day of birth but shall not have passed the twenty-first anniversary thereof, and shall be a person who is interested in the study or application of radio science or the radio arts.

SEC. 6—A student shall be a person registered as a full-time student in a university or technical school of recognized standing who is pursuing a regular course of study in the science of engineering. The designation of full-time student is intended to include those who devote either their entire time or the major part of their time to studies. The expression "school of recognized standing" is interpreted as applying to schools of college grade providing an engineering curriculum of not less than three years and granting degrees.

SEC. 7—In all cases, graduation from the radio course or electrical course of a school of science or of engineering of recognized standing shall be considered the equivalent of one year's radio experience.

SEC. 8—The provisions of this Constitution, unless so stated, shall not be retroactive.

SEC. 9—The terms "member" and "membership" when printed without an initial capital where used in the constitution and By-Laws includes Fellows, Members, Associated, Juniors, and Students.

ARTICLE III

ADMISSIONS AND EXPULSIONS

SEC. 1—Applications may be made for admission or transfer to any grade of membership as required by the By-Laws.

The Board of Directors may refuse to elect or transfer any applicant whose character, reputation, or professional conduct has been such as would make him, in the opinion of the Board of Directors, an undesirable member.

SEC. 2—An affirmative vote, oral or written, of at least two-thirds of the Board members voting at any regular meeting of the Board shall elect or transfer an applicant for any grade.

SEC. 3—A rejected applicant may renew his application for membership or transfer at any time after the expiration of one year from the date of the ballot rejecting his previous application.

SEC. 4—All elected candidates shall be duly notified. If acceptance of election by payment of admission fee and dues is not received within six months from the notification, such election shall be considered void, unless for special reasons the time shall be extended by the Board of Directors. Membership of any person shall date from the date of his election. If such date is subsequent to July 1st, only one-half of the annual dues are payable for that year. The applicant shall receive the publications of the Institute, if available, for the period for which dues are paid but if such publications are not available he shall receive a proportionate refund.

SEC. 5—Any member may be expelled from the Institute by a unanimous vote of the Board of Directors.

SEC. 6—A member may resign his membership by a written communication to the Secretary, who shall present the same to the Board of Directors; when, if all his dues have been paid, his resignation shall be accepted.

ARTICLE IV

ENTRANCE FEES AND DUES

SEC. 1—The entrance fees, transfer fees, and annual dues shall be as follows:

Entrance Fees

Fellow.....	\$10.00
Member.....	5.00
Associate.....	3.00
Junior.....	1.00
Student.....	

The transfer fee from one grade of membership to another shall be the difference between the corresponding entrance fees.

Annual Dues

Fellows.....	\$15.00
Members.....	10.00
Associates.....	6.00
Juniors.....	4.00
Students.....	3.00

SEC. 2—The annual dues shall be payable in advance on the first day of January. It shall be the duty of the Secretary to notify each member of the amount due.

SEC. 3—The Board of Directors may temporarily excuse any member from payment of annual dues and may waive in whole or in part dues in arrears.

SEC. 4—Every person admitted to the Institute shall be considered as belonging thereto and liable for the payment of all membership dues until his connection therewith shall have terminated.

ARTICLE V

OFFICERS

SEC. 1—The governing body of the Institute shall be broadly representative of the membership. It shall be known as the Board of Directors and shall consist of the President, Vice President, Secretary, Treasurer, nine elected Directors, five appointed Directors, and the past Presidents of the Institute for the preceding two years.

SEC. 2—The terms of all officers, except the nine elected Directors and the past Presidents, shall be one year each. The President and the Vice President shall not be eligible for immediate renomination to the same office.

SEC. 3—Three Directors shall be elected by the membership annually and shall serve for three years each. At the first election under this Constitution, additional Directors shall be elected, one for one year and one for two years.

SEC. 4—The five appointed Directors shall be chosen by the Board of Directors to serve for terms of one year each.

SEC. 5—The Board of Directors is authorized to appoint a successor to any officer to fill an unexpired term caused by death or resignation.

SEC. 6—No officer shall receive, directly or indirectly, any salary, compensation, or emolument from the Institute, either as such officer, or in any other capacity, unless authorized by a vote of a majority of the entire Board of Directors, except as authorized by the By-Laws.

ARTICLE VI

MANAGEMENT

SEC. 1—The President shall have general supervision of the affairs of the Institute. He shall preside at meetings of the Institute and of the Board of Directors at which he may be present and shall be an ex officio member of all committees.

The Vice President shall assume the duties of the President in event of the absence or incapacity of the President.

In the event that the President or Vice President cannot personally act as Chairman of the Board of Directors, the Board shall elect a Chairman from the Board membership who is so situated relative to the executive office that he can perform any or all of the duties of the President and he is hereby authorized to perform such duties.

SEC. 2—The Board of Directors shall manage the affairs of the Institute in conformity to the laws under which the Institute is organized and the provisions of the Constitution and By-Laws. It shall direct the investment and care of the funds of the Institute, make appropriations for specific purposes, act upon applications for membership as herein provided, take measures to advance the interests of the Institute, appoint all its employees, and generally direct its business. The Board of Directors shall make an annual report to the membership of the Institute, transmitting digests of reports of the Treasurer and of the other officers and of committees. Six members of the Board of Directors shall constitute a quorum.

SEC. 3—The Board of Directors may make, amend, or revoke such By-Laws as are necessary from time to time. To make, amend, or revoke the By-Laws, the proposed changes and reasons therefor shall be prepared in written form and mailed to all members of the Board of Directors thirty days or more before the stipulated meeting at which the vote of the Directors on the proposed changes shall be counted. A two-thirds majority of all Directors' votes either in writing or in person, received at the stipulated meeting, shall be required to adopt any new By-Laws, amendments, or revocations.

SEC. 4—The Treasurer shall see that all monies are deposited in the name of the Institute. He shall invest all funds not needed for current disbursements, as shall be ordered by the Board of Directors. He shall see that all bills are paid when approved as provided by the Board of Directors. He shall make an annual report and such other reports as may be prescribed by the Board of Directors. A digest of the annual report shall be published for the information of the membership of the Institute.

The Board of Directors shall secure a surety bond on the Treasurer.

SEC. 5—The Secretary shall attend all meetings of the Board of Directors and principal meetings of the Institute, prepare the business thereof, and duly record the proceedings thereof. He shall see that all monies due the Institute are carefully collected, and without loss transferred to the custody of the Treasurer. He shall carefully scrutinize all expenditures and use his best endeavor to secure

economy in the administration of the Institute. Subject to the instructions of the Board, he shall approve before payment all bills or vouchers on which money is to be paid, and shall countersign the checks drawn by the Treasurer, President, or Vice President, or Chairman of the Board, against the funds of the Institute when such drafts are known to him to be proper and duly authorized. He shall have charge of the books of account of the Institute, and shall furnish, when required by the Board of Directors, a statement of receipts and expenses under their several headings, and also a statement of monthly balances. He shall present annually, to the Board of Directors, a balance sheet of his books as of December 31st and shall furnish from time to time such other statements as may be required of him. He shall conduct the correspondence of the Institute and keep full records of the same. He shall perform all other duties which may from time to time be assigned to him by the Board of Directors.

The Board shall secure a surety bond on the Secretary. An annual audit of the affairs of the Institute shall be made by certified public accountants and submitted to the Board.

SEC. 6—All standing committees shall be chosen in accordance with the By-Laws by the incoming President before January first, the appointments to take effect at the annual meeting of the Institute. Additional standing committees and other committees may be appointed by the President with the consent of the Board of Directors at other times as may be required to carry out the objects of the Institute.

SEC. 7—The fiscal year of the Institute shall end with the 31st day of December.

ARTICLE VII

NOMINATION AND ELECTION OF PRESIDENT, VICE PRESIDENT, AND THREE DIRECTORS AND APPOINTMENT OF SECRETARY, TREASURER, AND FIVE DIRECTORS

SEC. 1—On or before July 1st of each year the Board of Directors shall call for nominations by petition and shall at the same time submit to qualified voters a list of the Board's nominations containing at least two names for each elective office, together with a copy of this article.

Nomination by petition shall be made by letter to the Board of Directors setting forth the name of the proposed candidate and the office for which it is desired he be nominated. For acceptance a letter of petition must reach the executive office before August 15th of any year, and shall be signed by at least thirty-five Fellows, Members, or Associates.

Each proposed nominee shall be consulted and if he so requests his name shall be withdrawn. The names of proposed nominees who are not eligible under the Constitution, as to grade of membership or otherwise, shall be withdrawn by the Board.

On or before September 15th, the Board of Directors shall submit to the Fellows, Members, and Associates in good standing as of September 1st, a list, of nominees for the offices of President, Vice President, and three Directors. This list shall comprise at least two names for each office, the names being arranged in alphabetical order and shall be without indication as to whether the nominees were proposed by the Board or by petition. The ballot shall carry a statement to the effect that the order of the names is alphabetical for convenience only and indicates no preference.

Fellows, Members, and Associates shall vote for the officers 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 the executive office prior to October 25th shall be counted. Ballots shall be checked, opened, and counted under the supervision of a Committee of Tellers, between October 25th and the first Wednesday of November. The result of the count shall be reported to the Board of Directors at its first meeting in November and the nominees for President and Vice President and the three nominees for Directors receiving the greatest number of votes shall be declared elected. In the event of a tie vote the Board shall choose by lot between the nominees involved.

SEC. 2—The Treasurer, Secretary, and five appointive Directors shall be appointed by the Board of Directors at its annual meeting for a term of one year or until their successors be appointed.

ARTICLE VIII

MEETINGS

SEC. 1—There shall be an annual meeting of the Board of Directors as soon as practicable after January 1st and before February 1st, at which newly elected officers shall begin their terms of service, and the Board shall make necessary appointments. There shall be a meeting of the Board of Directors in November on or after the first Wednesday to receive the report of the Tellers Committee.

SEC. 2—There shall be an annual meeting of the Institute as soon as practicable after the annual meeting of the Board of Directors at which newly appointed Directors, officers, and committees shall begin their terms of service and at which general reports of the Secretary and Treasurer shall be made, and at which the retiring and incoming Presidents shall be requested to present addresses in person or by proxy.

SEC. 3—Additional business meetings and meetings for the reading and discussions of papers shall be held as prescribed in the By-Laws.

SEC. 4—The Institute may adopt, from time to time, rules for the order of business at its meetings.

SEC. 5—In addition to the annual and November meetings of the Board of Directors, meetings of the Board shall be held at such times as are necessary to carry out the provision of this Constitution and may be held at such other times as any three members of the Board may determine, but only on notice to all members of the Board.

ARTICLE IX

INSTITUTE SECTIONS

SEC. 1—Whenever, in the judgment of the Board of Directors, a sufficient number of Fellows, Members, and Associates shall petition, in writing, these members may form, subject to the Constitution and all By-Laws and regulations which may be hereafter prescribed by the Board of Directors, a Section of the Institute of Radio Engineers for the purpose of more effectually carrying out the aims of the Institute.

SEC. 2—Any member may become a member of such Section, but no such member shall be entitled to vote, or hold office, in more than one Section at a given time.

SEC. 3—The Board of Directors may at any time terminate the existence of any section when in its judgment the interests of the Institute make such action desirable.

ARTICLE X AMENDMENTS

SEC. 1—Amendments to this Constitution may be proposed by means of a petition signed by not less than thirty-five (35) Fellows, Members, or Associates, or by means of a resolution adopted by the Board of Directors. Such proposed amendment or amendments shall be submitted to legal counsel by the Board of Directors, and if, in the opinion of such counsel, they are in accordance with the laws under which the Institute is organized, a copy shall be mailed, with a letter ballot, to each member.

SEC. 2—Constitutional amendment ballots shall be mailed to the membership sixty days before the date set for counting the ballots, and the ballots shall carry a statement of the time limit for delivery to the executive office. The Secretary shall hand these ballots to a Committee of Tellers, which shall count such votes and make a sealed report in duplicate to the Board of Directors at the next meeting of the Board, one copy of which shall forthwith be filed with the Secretary, while the other copy shall remain in possession of the chairman of the committee, who shall hand this report to the presiding officer. In the absence of this report by the chairman of the committee the Secretary shall produce the duplicate copy and hand the same to the presiding officer of the meeting. The presiding officer shall then cause the report to be read. If the total vote be not less than twenty per cent (20%) of the total membership of the Institute, and if seventy-five per cent (75%) or more of all the Fellows, Members, and Associates voting shall declare themselves in favor of the proposed amendment or amendments, the same shall become a part of the Constitution.

SEC. 3—Amendments shall take effect thirty (30) days after their adoption, but officers and officers-elect of the Institute at the time any amendment becomes effective shall continue in office until the end of the terms for which they were elected.

SEC. 4—The Secretary shall print copies of the amendments as soon as practicable after adoption, and distribute the same to the membership.

SEC. 5—A complete history of amendments shall be kept in the files of the Institute.

BY-LAWS OF THE INSTITUTE OF RADIO ENGINEERS

Article VI, Sec. 3, of the Constitution provides for By-Laws as follows:

"The Board of Directors may make, amend, or revoke such By-Laws as are necessary from time to time. To make, amend, or revoke the By-Laws, the proposed changes and reasons therefore shall be prepared in written form and mailed to all members of the Board of Directors thirty days or more before the stipulated meeting at which the vote of the Directors on the proposed changes shall be counted. A two-thirds majority of all Directors' votes either in writing or in person, received at the stipulated meeting shall be required to adopt any new By-Laws, amendments, or revocations."

BY-LAWS

MEMBERSHIP

SEC. 1—Institute members are authorized to use the following abbreviations or symbols indicating their grade of membership:

Fellow—Fel. I.R.E.
Member—Mem. I.R.E.
Associate—Assoc. I.R.E.
Junior—Jr. I.R.E.
Student—Std. I.R.E.

SEC. 2—The term member (when printed without a capital), where used herein, includes Fellows, Members, Associates, Juniors, and Students.

SEC. 3—It shall be the duty of all members to call the attention of the Secretary to any improper use of Institute badges or symbols, or to claims made by nonmembers that they belong to the Institute. The Secretary shall thereupon investigate the facts and lay the matter before the Board of Directors.

SEC. 4—All applications for admission to the Institute in the Fellow or Member grades or for transfer to these grades shall be made in a form approved by the Board of Directors, and shall embody a full record of the general technical education of the applicant and of his professional career. Applicants for various grades of membership shall refer to the following number and grade of sponsors:

For the grade of Fellow, to five Fellows.

For the grade of Member, to five Fellows or Members.

For the grade of Associate, to three Fellows, Members, or Associates.

For the grade of Junior, to three Fellows, Members, or Associates.

For the grade of Student, to a member of the faculty of the school which he attends.

Each application for admission or for transfer from one grade to another shall embody a concise statement, with dates, of the candidate's training and experience, and shall be in such form and such detail as may be prescribed by the By-Laws. It shall be signed by the applicant, and shall contain a promise to conform to the requirements of that grade of membership to which he may be elected.

Each of the members referred to by the applicant shall be requested by the Secretary to address a confidential letter of prescribed form to the Board of Directors stating the extent of the writer's personal knowledge of the training and experience of the applicant and the writer's opinion of the character of the applicant. If at least a majority of the members named as reference do not furnish the requisite endorsement, the Secretary shall call upon the applicant for additional names, and not until written communications have been received from at least three members, in the case of Fellow and Member grades, shall the application be considered by the Board of Directors.

The requirements of the foregoing paragraphs may be waived in whole or in part where the applicant is well known, either personally or by reputation, to the Board of Directors, or where the application is for Junior, Student, or Associate grade.

An applicant for the Member or Fellow grade who is so situated as not to be known personally to more than three of the required number of members of

suitable grade may give the names, occupations, and addresses of responsible nonmembers to complete the required number of references.

SEC. 5—No application for admission or transfer shall be acted upon by the Admissions Committee until the number of replies prescribed above is received, except where requirements have been waived as provided in the foregoing Section

SEC. 6—An applicant for admission to the Institute, who, in the judgment of the Admissions Committee, is not eligible for the grade applied for, but is eligible for admission to a lower grade, may be so notified, and be given the opportunity of changing his application accordingly.

SEC. 7—The names of applicants for admission to, or transfer in, the Institute after approval by the Admissions Committee or other authority shall be posted in the PROCEEDINGS with a request that any member objecting to the election or transfer of any candidate shall make written communication to the Secretary, who shall refer such communication to the Board of Directors at the time of submission of the name of such candidate.

SEC. 8—Transfer of an Associate or Member to a higher grade may be proposed by any member acting as sponsor, in which case the sponsor shall fill out the application blank and provide letters of reference for submission to the Admissions Committee. If the application is favorably acted upon, the sponsor shall secure the candidate's signature to a duplicate application blank after which the application shall be posted and submitted to the Board of Directors with other applications as specified in Section 7.

SEC. 9—The Membership Committee shall, each year, select from the membership list the names of all members whom they think are entitled to a higher rank in membership, and shall act as sponsors as prescribed in Section 8 of these By-Laws.

SEC. 10—Objection to the admission or transfer of any candidate to any grade must be accompanied by reasons for such objection. All such statements shall be treated as confidential.

SEC. 11—The privileges attaching to membership in the Institute, shall not be accorded to applicants for admission until they have been duly elected, and have paid their entrance fees and current dues.

SEC. 12—A prompt notification of his election, accompanied by a statement of his initiation fee (if unpaid) and dues, shall be mailed to each candidate by the Secretary. A second notice of his indebtedness shall be sent by mail one month later to every candidate remaining in arrears in the continental United States and Canada and two months later to all other candidates. The Secretary may, at his discretion, cancel the election of any applicant who has not paid his initiation fee and remains in arrears three months after the mailing of the second notice.

SEC. 13—Any member who has resigned in good standing may be reelected without payment of entrance fee.

If such applicant so desires he may be reinstated, retaining his original date of membership or transfer, by payment of all dues which have accrued during the interim, and he will then be entitled to such Institute publications issued during this period as may be available and a rebate for such publications as are not available.

SEC. 14—Any member who has been dropped as delinquent may upon payment of the dues for which he was in arrears be reinstated or he may at his op-

tion be reelected to that grade of membership previously held upon payment of the entrance fee and current dues for that grade.

SEC. 15—The Institute rights and privileges of each member shall be personal to himself, and shall not be transferable or transmissible by his own act or by operation of law.

SEC. 16—A member whose membership shall terminate for any cause shall have no right or interest in any property of the Institute or any claim or privilege in or against the Institute or pertaining thereto.

SEC. 17—Any member whose dues are more than two months in arrears shall be notified by the Secretary. Should his dues not be paid when they become three months in arrears, he shall lose the right to vote or to receive the publications of the Institute. Should his dues become six months in arrears, he shall be again notified in form prescribed by the Board of Directors, and if such dues become ten months in arrears, he shall forfeit his connection with the Institute. The Board of Directors may, however, for cause deemed by it sufficient, extend the time for payment and for the application of these penalties.

SEC. 18—The mailing of bills or statements to the most recent address received from a member shall be considered a valid notice of indebtedness.

SEC. 19—Allied vocation, work, art, and science shall be construed largely upon the interest in the PROCEEDINGS of this Institute and upon the present and future applications of radio developments. Any work, art, or science which in its present state is obviously dependent on past, present, or probable future radio developments, any work, art, or science from which there is an obvious demand for the PROCEEDINGS of the Institute, and any work, art, or science that obviously contributes to the development of radio engineering shall be considered as an allied branch of engineering or of the related arts or sciences.

In each individual case the decision as to whether or not a candidate's occupation is sufficiently closely related to the purposes of the Institute shall be made by the Board of Directors in cooperation with the Admissions Committee.

ELECTION OF OFFICERS

SEC. 20—In January the Board of Directors shall select three of its members to serve as a Nominations Committee who shall select a chairman from their number and two or more additional committee members, if they deem it desirable.

As soon as practicable the Nominations Committee shall meet to select nominees and shall present its selections to the Board of Directors before April 15th. They shall suggest three or more names for each office and shall avoid naming persons who would presumably not accept the nominations, in so far as may be practicable.

SEC. 21—The Secretary, appointed as prescribed in Article VII, Sect. 2 of the Constitution shall be paid a salary, the amount of which shall be determined by the Board of Directors.

BOARD OF DIRECTORS

SEC. 22—Meetings of the Board of Directors shall be held the first Wednesday of each month in the office of the Institute in New York City except that in July and August meetings may be omitted.

Minutes of all meetings of the Board of Directors shall be sent to each member of the Board of Directors.

INSTITUTE MEETINGS

SEC. 23—Meetings shall be held by the Institute on the first Wednesday of each month except July and August and at such other times and places as the Board of Directors may elect.

SEC. 24—There shall be one or more general conventions of the Institute each year. Regional conventions may also be held. The location and dates of all conventions shall be determined by the Board of Directors.

SEC. 25—The President shall appoint a Convention Committee for each convention. The duties of this committee shall consist in making all necessary local arrangements for the convention, in cooperation with the Secretary and the Papers Committee. The chairman of the Convention Committee shall appoint such subcommittees as he deems necessary, as, for example, Committees on Publicity, Finance, Technical Sessions, Inspection Trips, Entertainment Features, Hotel Arrangements, etc.

SECTIONS

SEC. 26—A petition for the formation of a Section shall be signed by not less than twenty-five (25) Fellows, Members, and Associates residing within the territorial limits hereinafter prescribed. The Board of Directors may decline to authorize the formation of a Section when in its judgment such an organization would not be compatible with the interests of the Institute.

SEC. 27—All Sections will conform to a Constitution for Sections provided by the Institute. The Constitution for Sections will be found following these By-Laws.

SEC. 28—In the initial Section organization only petitioners shall have the right to vote.

SEC. 29—A Section of the Institute may cooperate with other local organizations in the holding of joint meetings, and may invite members of such organizations and the public to its meetings.

SEC. 30—The territory of a Section shall include the locality naturally tributary thereto, but shall not include territory so remote or inaccessible that members cannot readily attend meetings. For the purpose of determining the maximum amount to which the Section is entitled under these By-Laws, points more than sixty miles from the regular meeting place of the Section shall not be considered a part of that Section, except that, when special conditions warrant such action, additional territory within a reasonable distance may be authorized by the Board of Directors, upon approval of the Sections Committee. If adjacent Sections are so situated that the sixty-mile limit embraces common territory, the question as to which Section may claim such members as reside within this common territory shall, if possible, be decided by agreement between the Sections concerned, otherwise by the Sections Committee.

SEC. 31—The Board of Directors may at any time terminate the existence of any Section when in its judgment the interests of the Institute make such action desirable.

SEC. 32—Papers and discussions presented before a Section shall be the property of the Institute, and may be published only on authorization by the Board of Editors.

SEC. 33—Each Section shall conduct its affairs in such a manner as to demand for its maintenance a minimum of financial support by the Institute consistent with the activities carried on by that Section.

The appropriation of Institute funds during any fiscal year for aid in Section maintenance shall be the sum determined as follows: Fifty cents for each Fellow, Member, and Associate residing within the territory of the Section at the beginning of the fiscal year, namely, January 1st, plus ten (\$10.00) dollars for each meeting up to and including the tenth meeting held during the year.

Sections shall have no authority to contract debts, pledge the credit, or in any way bind the Institute.

SEC. 34—Section Secretaries shall forward to the Secretary of the Institute a report of each meeting held by the Section for the presentation or discussion of papers, and on January 1st of each year a statement of the past year's accounts.

SECTION DELEGATES

SEC. 35—The Section delegates attending a convention shall be members of the Institute. The duties of these delegates shall be as follows:

a. To attend such meetings of the Sections Committee as may be held during the convention.

b. To exchange views and experiences in connection with Section activities and management and to make recommendations of an advisory nature upon such matters to the Board of Directors.

c. To exchange and discuss ideas regarding subjects for inclusion in technical programs of future Section meetings.

d. To advise the chairman of the Sections Committee at least sixty days in advance of the convention of questions of interest to the Institute Sections which, in their opinion, should be discussed by the delegates at the meetings of the Sections Committee during the convention. The chairman of the Sections Committee shall appoint a subcommittee of three, who with the chairman, ex-officio, shall prepare in advance of the convention a program of such questions for discussion.

e. Past chairmen or chairmen-elect of Sections, if in attendance at the convention, shall have the privilege of attending all meetings of the Sections Committee but each Section shall be entitled to one vote only, which shall be cast by the chairman of the Section or other official delegate of the Section.

STUDENTS

SEC. 36—Each application for enrollment as a Student shall be endorsed by a member of the faculty of the school which he attends.

SEC. 37—The period of Student enrollment shall not exceed three years, nor shall it extend more than one and one-half years beyond the date of award of the baccalaureate degree or leaving the university or technical school. The period of enrollment shall date from the first of January nearest the date of filing application.

SEC. 38—The annual fee paid by each Student shall be applied as a subscription to the PROCEEDINGS for the year covered by such payment.

SEC. 39—A Student changing his mailing address without notifying the Secretary shall be entitled to duplicate copies of the Proceedings when available upon payment of fifty cents each.

COMMITTEES AND THEIR DUTIES

SEC. 40—The standing committees to be appointed by the President shall include the following:

Admissions Committee
Awards Committee
Board of Editors
Constitution and Laws Committee
Membership Committee
New York Program Committee
Nominations Committee
Papers Committee
Publicity Committee
Section Committee
Standards Committee
Tellers Committee

The President shall appoint the members and designate the chairman of each committee, who shall select a Vice Chairman and a Secretary. Copies of minutes of all meetings and actions of committees shall be forwarded promptly by the committee secretary to the Secretary of the Institute for his file.

Standing committees shall serve from annual meeting to annual meeting.

The President or the Board of Directors may appoint additional members to any committee at any time.

SEC. 41—The Admissions Committee shall consist of five or more Fellows and Members of the Institute. The duties of this Committee are indicated in Article III of the Constitution and under "Membership" in the foregoing By-Laws.

SEC. 42—The Awards Committee shall consist of the Chairman of the Papers Committee, acting as Chairman, together with the Chairmen of the Constitution and Laws Committee, the Papers Committee of the previous year, and the Chairmen of such other committees as the Board of Directors may designate. This Committee shall recommend recipients for the awards established by the Institute in accordance with the details of procedure adopted by the Board of Directors.

SEC. 43—The Board of Editors shall consist of four or more appointed members and the Secretary ex-officio. The Chairman shall be selected from the Board of Directors.

This Committee shall have supervision of the PROCEEDINGS, and other publications of the Institute, including matters pertaining to the format of these publications, decisions regarding the publication of papers, discussions, and all other matter available for publication, and the formulation and carrying out of plans for bringing into practice the policies regarding Institute publications that may be determined from time to time by the Board of Directors.

SEC. 44—The Constitution and Laws Committee shall consist of five or more members of the Institute, one of whom is a lawyer. It shall consider and investigate all matters relating to the Constitution and By-Laws of the Institute, the duties and jurisdiction of its officers and committees, its legal status and responsibilities, and like legal and cognate questions referred to it by the Board of Directors for action thereon. The committee may consult legal and technical counsel with reference to any question before it.

SEC. 45—The Membership Committee shall consist of five or more members, and the chairmen of the Membership Committees of the Sections of the Institute, ex-officio.

This Committee shall bring the advantages of membership to the attention of desirable candidates for admission to the Institute. The Committee may enlist the cooperation of the Sections in its work or take such other measures as it may consider advisable to interest prospective members of the standing and qualifications specified for the various grades of membership.

SEC. 46—The New York Meetings Program Committee shall consist of five or more members and shall prepare the programs for New York meetings of the Institute.

SEC. 47—The Nominations Committee shall consist of five or more members who shall recommend to the Board of Directors on or before the May meeting of the Board of Directors, a list of nominees for the offices of President, Vice President, and three Directors.

SEC. 48—The Papers Committee of five or more members shall be appointed for their ability to obtain, examine, and select papers.

This Committee shall cooperate with the Convention Committees. The Committee shall receive and consider all papers and in addition shall arrange directly for papers relating to subjects within the scope of Institute activity.

SEC. 49—The Publicity Committee shall consist of five or more members and shall give such publicity through the public press of Institute activities as will contribute to the growth and usefulness of the Institute.

SEC. 50—The Sections Committee shall consist of five or more appointed members and the chairman of each Section, ex-officio, or his representative.

This Committee shall have the general supervisor and management of the Sections of the Institute. The Committee shall confer with the Section officers and it shall consider, investigate, and make reports and recommendations to the Board of Directors for action upon all matters regarding or involving the interests and welfare of Sections.

SEC. 51—The Standards Committee shall consist of ten or more members with such additional members as may be necessitated by the plan of organization adopted by the Standards Committee.

This Committee shall consider and investigate all matters relating to units and standards appertaining to or applicable in radio engineering and in the allied engineering arts and sciences. The committee shall make reports and recommendations to the Board of Directors for action thereon.

SEC. 52—The Tellers Committee shall consist of the Secretary and at least one Associate, one Member, and one Fellow.

SEC. 53—The functions of temporary committees shall be defined by the Board of Directors. At the beginning of each administrative year the Secretary shall transmit to all the members of each temporary committee whose duties may be continued, copies of the original resolutions constituting such temporary committee.

SEC. 54—Committees shall be listed in alphabetical order in Institute publications.

REPRESENTATIVES UPON JOINT COMMITTEES AND OTHER BODIES

SEC. 55—The Board of Directors may appoint representatives of the Institute upon joint committees, boards, and other local, national, and international bodies, for the purpose of bringing about closer cooperation between the Institute and other organizations. The terms of these representatives shall terminate on December 31st except where the terms are otherwise specified in the regulations of the body to which they are appointed.

SEC. 56—The Board of Directors may authorize payment of the expenses of any officer or member when that member is sent by the Board of Directors to represent the Institute. The Board of Directors, in carrying out the objects of the Institute, may authorize any officer(s) or member(s) to represent the Institute on any subject when the degree and time of representation is specified.

PAPERS AND DISCUSSIONS

SEC. 57—Preprints or reprints of any paper published by the Institute not exceeding 50 copies will be furnished, without covers, free of charge for the personal use of the author if requested within 30 days before the month of publication. Special covers will be charged for.

For reprints or preprints in excess of 50 copies, or when ordered later than specified above, a charge will be made.

SEC. 58—The President may invite any nonmember to discuss any paper presented at a meeting of the Institute, and the chairman of any Section may invite any nonmember to discuss any paper presented at the Section of which he is chairman.

SEC. 59—No paper or written contribution to a discussion shall be given to the press for publication in advance of its presentation except by authority of the Board of Directors. Abstracts may be given to the press by the Publicity Committee.

SEC. 60—No person shall receive monetary compensation from the reprinting of any paper or discussion presented before the Institute or before any Section without previous authorization from the Secretary, excepting such reprints as are supplied by the Institute. All copyrights belong to the Institute.

PUBLICATIONS

SEC. 61—The regular publications of the Institute shall include the PROCEEDINGS, to be published monthly.

SEC. 62—The PROCEEDINGS may have two principal divisions:

- a. For current matter and Institute news.
- b. For technical papers, discussions, and other matter of engineering character.

SEC. 63—The Secretary is authorized to receive annual subscriptions to the monthly PROCEEDINGS at the rate of \$10.00 per annum with an extra postage charge sufficient to cover the mailing cost to all countries to which the bulk rate of postage does not apply. A discount of fifty per cent from the subscription price of \$10.00 will be allowed to colleges, public libraries, and libraries of learned organizations or institutions of standing upon direct subscription to Institute headquarters. Members, publishers and subscription agencies may be allowed a discount of twenty-five per cent.

SEC. 64—A reinstated or new member shall be entitled to receive single copies of the PROCEEDINGS issued during the period covered by his payment of dues when copies are available, and shall be entitled to a rebate of twenty-five cents per copy when such PROCEEDINGS are not available.

SEC. 65—An alphabetical and geographical list of members shall be published annually. The grade of each member shall be indicated in either list, or both, by a difference in type or otherwise, at the Secretary's discretion. This list, usually in the form of a YEAR BOOK, shall be sent to all members without charge. The list of members shall be corrected to January 1st and mailed as soon thereafter as practicable.

PUBLICITY

SEC. 66—Officers and committees, who consider that publicity regarding any Institute activities under their jurisdiction should be given in the daily or technical press, are urged to prepare such announcements as they may deem desirable, which should then be forwarded, with recommendations, to the Secretary. The Secretary will promptly refer them to the Publicity Committee. If the Secretary or the Publicity Committee is in doubt as to the propriety of publication the question may be referred to the Board of Directors. If the subject is a matter of news, the news value may be retained by discussing the matter over the telephone with as many committee members as are available.

CONSTITUTION FOR SECTIONS

(NAME OF PLACE OR GEOGRAPHICAL DISTRICT SECTION OF)

THE INSTITUTE OF RADIO ENGINEERS

CONSTITUTION

ARTICLE I

NAME AND OBJECT

SEC. 1—This organization shall be known as the.....
Section of the Institute of Radio Engineers.

SEC. 2—The Section shall strive for the advancement of the theory and practice of radio engineering and of the allied arts and sciences, and the maintenance of a high professional standing among its members, all in consonance with the Constitution and By-Laws of the Institute and with special attention to such aims within the territory of the Section as are hereinafter defined.

SEC. 3—The Section shall aid in promoting close cooperation and good fellowship among its members and to this end shall hold meetings for the transaction of the regular business of the Section and for the presentation of papers and their discussion.

ARTICLE II

MEMBERSHIP

SEC. 1—All members of the Institute residing within the territory of the Section are automatically members of this Section. There shall be no other grades of membership.

SEC. 2—All Fellows, Members, and Associates of the Institute residing within the territory of the Section shall be entitled to attend meetings, vote, and hold office.

SEC. 3—Junior and Student members of the Institute shall be entitled to attend meetings but shall not have the right to vote or hold office.

ARTICLE III

TERRITORY

SEC. 1—The territory of the Section shall comprise (counties and State or States).

ARTICLE IV

DUES

SEC. 1—There shall be no Section dues.

SEC. 2—The ordinary expenses of the Section shall be defrayed by the funds supplied by the Institute.

SEC. 3—Emergency or extraordinary expenses may be provided for by voluntary contributions from the membership of the Section. A unanimous vote of the Executive Committee is required before such a request may be made.

ARTICLE V

OFFICERS

SEC. 1—The officers of the Section shall be a Chairman, a Vice Chairman and a Secretary-Treasurer.

SEC. 2—Terms of all officers shall be for one year beginning at the close of the annual meeting at which election is held and continuing until their successors are duly elected and take office.

ARTICLE VI

MANAGEMENT

SEC. 1—There shall be an Executive Committee consisting of the officers, the Junior Past Chairman, the Chairman of the Meetings and Papers Committee, the Chairman of the Membership Committee, the Chairman of the Publicity Committee, and, if desired by the Executive Committee, one additional member to be appointed by the Chairman.

SEC. 2—The Chairman, responsible to the Executive Committee, shall have general supervision of the affairs of the Section. He shall preside at meetings of the Section and the Executive Committee and have such other powers and perform such other duties as may be provided for in the By-Laws, or as may be delegated to him by vote of the Section. In his absence his duties shall be performed by the Vice Chairman.

SEC. 3—The Secretary-Treasurer shall receive and deposit all monies in the name of the Section in such depository as shall be determined by the Executive Committee. He shall make only such disbursements as shall be ordered by the Executive Committee.

SEC. 4—The Secretary-Treasurer shall send out notices, prepare the agenda for, and record the minutes of all meetings of the Section and of the Executive Committee. He shall make such reports of his activities as may be required by the Executive Committee of the Institute.

SEC. 5—The Chairman, as soon as expedient after the annual meeting, shall appoint the following standing committees:

Meetings and Papers Committee
Membership Committee
Publicity Committee

Members appointed shall serve until their successors are appointed or the committee dissolved.

Other Committees may be authorized by vote of the Section at any regular meeting, and shall be appointed by the Chairman of the Section.

ARTICLE VII

NOMINATION AND ELECTION OF OFFICERS

SEC. 1—All officers shall be elected at the annual meeting of the Section upon nomination by a nominating committee of three members not then officers of the Section, duly appointed by the Chairman of the Section two months before the annual meeting. These nominations shall be announced in the notice of the annual meeting. Nominations may also be made from the floor.

SEC. 2—Vacancies in office occurring during the year shall be filled by the Executive Committee for the remainder of the unexpired term unless otherwise provided for.

SEC. 3—If for any reason the best interests of the Section seem to require a change in the governing body during the year, the matter shall be duly and carefully considered by the Executive Committee. Upon not less than two-thirds vote of the Executive Committee, or upon receipt by the Executive Committee of a petition signed by fifteen (15) members of the Section, recommendation shall be made to the Section for action at a special meeting to be duly called by the Executive Committee for the sole purpose of considering and voting upon such a change.

A two-thirds vote of the members present shall be necessary to declare an office vacant. Upon a two-thirds vote of the members present the vacant office may be filled for the unexpired term upon nomination from the floor.

ARTICLE VIII

MEETINGS

SEC. 1—The Section shall not hold less than five regular meetings during the year, one of which shall be an annual meeting.

SEC. 2—These meetings shall be held at some specific time in the year as prescribed in the Section By-Laws.

SEC. 3—The fiscal year of the Section shall correspond with the fiscal year of the Institute. (Calendar year.)

SEC. 4—Fifteen members shall constitute a quorum at all meetings of the Section called for the transaction of regular business and requiring a vote to be taken.

SEC. 5—A plurality vote of the members present is necessary for the election of officers.

SEC. 6—Meetings of the Executive Committee shall be held at such times as shall be found necessary. Executive Committee meetings may be called by the Chairman of the Section at his own discretion or shall be at the request of three members of the committee.

SEC. 7—Four members shall constitute a quorum at all meetings of the Executive Committee except as otherwise provided herein.

SEC. 8—A majority vote of the Executive Committee shall be necessary, in the conduct of its business except as otherwise provided in this Constitution or in the Section By-Laws.

SEC. 9—The Secretary-Treasurer shall send out notices of all regular Section meetings to all Institute members in the territory of the Section at least one week prior to the date of meeting. These notices shall contain a full statement of the time, place, and business of the meeting.

ARTICLE IX

AMENDMENTS

SEC. 1—This Constitution may be amended by a two-thirds vote of all members present at any annual meeting of the Committee on Sections provided that notices of the proposed meeting and the proposed change has been sent to all members of the Committee on Sections at least one month in advance of the meeting. Such action shall be subject to the approval of the Board of Directors of the Institute.

SEC. 2—In the event of absence of any member of the Committee on Sections, he may vote by proxy on amendments to this constitution.

SEC. 3—Suitable By-Laws to this constitution may be adopted by a two-thirds vote of the Section provided they are consonant with the Constitution and By-Laws of the Institute and this Constitution. A copy of these By-Laws shall be filed in the Institute office.

ANNUAL MEETINGS

The annual meeting at which officers for the succeeding year are elected is usually a regular monthly meeting. The particular month chosen by each of the Sections is tabulated below.

Sections	Month
Atlanta	January
Boston	December
Buffalo-Niagara	June
Chicago	December
Cincinnati	December
Cleveland	December
Connecticut Valley	Last regular meeting of calendar year
Detroit	December
Los Angeles	December
New Orleans	June
Philadelphia	June
Pittsburgh	May
Rochester	Last spring meeting
San Francisco	June
Seattle	December
Toronto	May
Washington	December

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