

INDEX TO BYLAWS

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BYLAWS

of the

American Institute of Electrical Engineers

[Incorporated March 16, 1896]

[Adopted by the Board of Directors April 22, 1904; Amended February 24, March 24, 1905; February 23, 1906; May 18, November 13, 1908; August 22, December 8, 1911; January 12, February 9, May 21, June 27, October 11, 1912; December 12, 1913; August 11, November 13, 1914; April 9, July 1, 1915; June 28, 1916; June 28, 1917; January 9, November 12, 1920; May 30, December 9, 1921; December 8, 1922; December 14, 1923; June 25, October 14, 1925; May 21, August 10, October 15, 1926; June 23, October 19, December 16, 1927; April 6, December 7, 1928; August 6, 1929; January 20, August 5, 1930; January 28, October 23, December 4, 1931; January 27, June 22, 1932; May 22, June 28, August 8, October 20, 1933; January 22, May 25, 1934; May 20, October 22, 1935; January 27, 1936, August 3, October 28, 1937; May 26, August 2, October 25, 1938; January 24, May 26, 1939; May 24, 1940; January 30, October 24, 1941; October 23, 1942; October 27, 1943; June 29, 1944; January 25, May 29, 1945; January 24, May 15, June 27, 1946; January 30, June 2, November 5, 1947; January 29, April 23, June 24, October 19, 1948; February 3, April 20, June 23, October 20, 1949; February 2, June 15, August 4, October 26, 1950; January 25, June 28, August 23, and October 25, 1951; January 24, June 26, August 21, 1952; January 22, 1953]

The Constitution authorizes the adoption of Bylaws as follows:
ART. VII. 30. The Board of Directors shall prepare and adopt a series of Bylaws under this Constitution. Such Bylaws shall be adopted or may be amended by a concurring vote of not less than a majority of the Board of Directors; provided, that the text of a proposed Bylaw or amendment shall be furnished to each member of the Board of Directors at least ten days before the meeting at which a vote on the same will be taken.

BY-LAWS MEMBERSHIP

SEC. 1. Fellows, Members, Associate Members, and Honorary Members are authorized to use the following abbreviations indicating their grade of membership in the Institute.

Honorary Member, Hon. Mem. A.I.E.E.	Member, Mem. A.I.E.E.
Fellow, Fel. A.I.E.E.	Associate Member, Assoc. Mem. A.I.E.E.

The term member (when printed without a capital), where used herein, includes Fellows, Members, Associate Members, and Honorary Members.

A member of the Institute may use his membership designation for purely personal purposes only. When used, the designation shall include his membership grade.

A corporation, association, firm, or other organization may not itself use membership designations because of membership in the Institute of its representatives or members of its staff.

Personal use of Institute symbols by a member shall be limited to the appropriate officially issued badge to which he is entitled. Institute symbols, such as imprints of the badge design, may be used only in connection with Institute business.

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

SEC. 2. All applications for admission to the Institute or for transfer to a higher grade 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 shall refer to the required number of members of the grades specified in Article III of the Constitution. Each of these references shall be requested by the Secretary to fill out a prescribed confidential form, for consideration by the Board of Examiners.

The data required by Section 11, Article III, of the Constitution to be submitted to the Board of Directors recommending the conferral of Fellow grade on a Member shall be interpreted to include a full record of education, professional development, and significant experience of the candidate with special emphasis on the accomplishments which evidence the achievement of distinction as required by Section IV, Article II, of the Constitution; and a summary of the candidate's outstanding accomplishments to serve as a basis for the citation to accompany the conferral of the Fellow grade.

SEC. 3. No application for admission or transfer shall be acted upon by the Board of Examiners until the number of replies prescribed in the Constitution is received. In the event of failure to receive replies, or the receipt of unfavorable replies, the Secretary may call upon the applicant to furnish additional names.

SEC. 4. The Board of Examiners shall consider all applications solely upon their merits, without reference to color or sex of the applicants.

SEC. 5. An applicant for admission to the Institute, who in the judgment of the Board of Examiners is not eligible to 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. 6. The names of applicants for admission to the Institute as Members shall be posted in ELECTRICAL ENGINEERING with the request that any member objecting to the election of any of the candidates shall make written communication to the Secretary, who shall refer such communication to the Board of Examiners for consideration.

No action shall be taken by the Board of Directors upon applications until one month after posting in ELECTRICAL ENGINEERING in the case of applicants residing in the United States, Canada, or Mexico, and until three months in the case of all other applicants.

SEC. 7. The names of applicants for transfer to the grade of Member, after being recommended for transfer by the Board of Examiners, shall be posted in ELECTRICAL ENGINEERING, with the request that any member objecting to the transfer of any of the applicants shall make signed communication to the Secretary, who shall refer such communication to the Board of Examiners for consideration and final action thereon shall not be taken by the Board of Directors until one month after such posting, in the case of all applicants residing in the United States, Canada, or Mexico, and until three months in the case of all other applicants.

SEC. 8. 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. 9. 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. 10. The 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. 11. 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.

ENTRANCE AND TRANSFER FEES AND ANNUAL DUES

SEC. 12. The entrance fees payable on admission to the Institute shall be as follows:

Admission to the grade of Member,	fifteen (15) dollars.
Admission to the grade of Associate Member,	ten (10) dollars.
Admission to the grade of Affiliate,	ten (10) dollars.

The transfer fee from Affiliate to Associate Member shall be five (5) dollars and from Associate Member to Member five (5) dollars. Persons admitted to the Associate Member or Affiliate grade upon the expiration of their term of Student membership shall not be required to pay the entrance fee. Student members of other engineering societies may be similarly admitted to the Associate Member grade under conditions set forth in the Bylaws.

SEC. 13. The annual dues shall be as follows:

For Fellows,	twenty (20) dollars
For Members,	fifteen (15) dollars
For Associate Members, fifteen (15) dollars; the first six (6) years of membership in Associate Member or Affiliate grade, including any prior membership in either grade, to be at a reduced rate of ten (10) dollars.	
For Affiliates, fifteen (15) dollars; the first six (6) years of membership in Affiliate grade to be at a reduced rate of ten (10) dollars.	

SEC. 14. A prompt notification of his election, accompanied by a statement of his initiation fee and dues, shall be mailed to each candidate by the Secretary. A second notice of his indebtedness shall be mailed one month later to every candidate remaining in arrears in the United States, Canada, or Mexico, and three months later to all other candidates. The Secretary may, at his discretion, cancel the election of any applicant remaining in arrears three months after the mailing of the second notice.

SEC. 15. Annual dues are payable in advance upon receipt of bills dated May first, the beginning of each fiscal year.

SEC. 16. A bill for annual dues shall be mailed to each member, on or about May first. On August first, November first, and February first, notices shall be sent to those remaining in arrears. The annual dues bill and each of the quarterly notices sent to those remaining in arrears shall have Sections 15, 16, 17, and 19 of the Bylaws printed on the reverse side. Any member remaining in arrears on the following May first shall be placed on the Suspended List, shall receive no further Institute publications, and shall be debarred from enjoying its other privileges until reinstated. At the first meeting of the Board of Directors in the fiscal year, the Secretary shall submit to the Board of Directors a list of the delinquents, for its action thereon.

The Secretary shall each year, previous to the mailing of bills for annual dues, select from the membership list the names of all Associate Members who will by May first of that year have held membership of that grade for six years or more, and to such Associate Members mail bills for annual dues of fifteen dollars (\$15.00).

SEC. 17. The mailing of such bills or statements to the last address upon the office mailing list shall be considered a valid notice of indebtedness.

SEC. 18. An Affiliate, Associate Member, Member, or Fellow who has resigned in good standing may be reelected after review of his professional record by the Board of Examiners and approval by the Board of Directors. He shall not be required to pay another entrance fee and shall renew his membership privileges upon payment of the dues for the current fiscal year in which he is reelected.

If the applicant so desires, and his lapse of membership is not greater than three years, he may be reinstated, retaining his original date of election or transfer, by the 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 on the same basis as these publications have been furnished to other members.

SEC. 19. An Affiliate, Associate Member, Member, or Fellow who has been dropped as delinquent may, upon payment of all indebtedness to the Institute for which he was in arrears, be reelected after review of his professional record by the Board of Examiners and approval by the Board of Directors. He shall not be required to pay another entrance fee and shall renew his membership privileges upon payment of the dues for the current fiscal year in which he is reelected.

If the applicant so desires, and his lapse of membership is not greater than three years, he may be reinstated, retaining his original date of election or transfer, by payment of all the 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 on the same basis as these publications have been furnished to other members.

SEC. 20. Any resignations received by the Secretary not later than June first of any year (September first in the case of members residing outside of the United States, Canada, and Mexico), may, at his discretion, be considered as having been received as of May first preceding. A resignation received after June first (or September first for non-resident members) shall involve payment of dues for that

portion of the fiscal year ending with, and including, that quarter in which the resignation is received.

SEC. 21. During May of each year the Secretary shall notify each member who has paid dues for thirty-five (35) years or who shall have reached the age of seventy (70) after having paid dues for thirty (30) years, that he is eligible for exemption from future annual dues and that his name has been enrolled upon the records as a "Member for Life." This notice shall accompany the usual bill of membership dues rendered at the beginning of the fiscal year, and such bills shall continue to be issued until the member concerned has indicated his acceptance of exemption from the further payment of dues.

SEC. 22. All amounts now held to provide for the payment of dues of Life Members heretofore made shall be placed in the special fund designated as the "Life Membership Fund." This fund shall be so administered as to insure a reserve at the beginning of the fiscal year of a value such as to provide an annuity sufficient to cover the membership dues for life, based on the American Annuity's Mortality Table, for all surviving contributors to the fund at their then attained ages. Any excess in the principal of the fund above the amount so required shall be transferable to the general funds of the Institute.

ELECTION OF OFFICERS

SEC. 23. During September of each year, the secretary of the Nominating Committee shall notify the chairman of the executive committee of each geographical District that by December fifteenth of that year the executive committee of each District must select a member of that District to serve as a member of the Nominating Committee and shall, by December fifteenth, notify the secretary of the Nominating Committee of the name of the member selected.

During September of each year, the secretary of the Nominating Committee shall notify the chairman of the executive committee of each geographical District in which there is or will be during the year a vacancy in the office of Vice-President that by December fifteenth of that year a nomination for a Vice-President from that District, made by the District executive committee, must be in the hands of the secretary of the Nominating Committee.

Between October first and December fifteenth of each year, the Board of Directors shall choose five of its members to serve on the Nominating Committee and shall notify the secretary of that committee of the names so selected, and shall also notify the five members selected.

The secretary of the Nominating Committee shall give the fifteen members so selected not less than ten days' notice of the first meeting of the committee, which shall be held not later than January thirty-first. At this meeting, the committee shall elect a chairman and shall proceed to make up a ticket of nominees for the offices to be filled at the next election. To insure that full consideration be given to all suggestions from the general membership, they must be in the hands of the secretary of the committee by December fifteenth. The nominations as made by the Nominating Committee shall be published in the March issue of ELECTRICAL ENGINEERING, or otherwise mailed to the Institute membership not later than the first week in March.

SEC. 24. Petitions proposing the names of candidates as independent nominations for the various offices to be filled at the ensuing election, in accordance with Article VI, Section 32 (Constitution), must be received by the secretary of the Nominating Committee not later than March twenty-fifth of each year, to be placed before that committee for the inclusion in the ballot of such candidates as are eligible.

On the ballot prepared by the Nominating Committee in accordance with Article VI of the Constitution and sent by the Secretary to all qualified voters on or before April 15 of each year, the names of the candidates shall be grouped alphabetically under the name of the office for which each is a candidate.

BOARD OF DIRECTORS

SEC. 25. Meetings of the Board of Directors shall be held at such times and places as decided upon by the Board, the hour of all meetings to be set by the President.

SEC. 26. Seniority of officers of equal rank who were elected to office on the same date shall be determined by the date of their election to the Institute.

ANNUAL MEETING

SEC. 27. The Annual Meeting of the Institute shall be held during the Summer General Meeting, the date and place to be determined each year by resolution of the Board of Directors, approved by not less than a majority of the total membership of the said Board.

GENERAL MEETINGS

SEC. 28. There shall be four general meetings of the Institute each year, namely, the Winter General Meeting, the Summer General Meeting, the Pacific General Meeting, and the Fall General Meeting, with such additional meetings as may be authorized from time to time by the Board of Directors. The Board of Directors shall determine the location and dates of all Institute meetings and, in case of public emergency, may postpone or omit any such meetings.

SEC. 29. The President shall appoint a General Meeting Committee for each meeting. The duties of this committee shall consist of making all necessary local arrangements for the meeting, in cooperation with the Secretary and the Committee on Technical Operations. The programs for the professional sessions are under the jurisdiction of the Committee on Technical Operations. The number of professional sessions and the assignment of definite periods of time for these sessions should be decided after conference with the Committee on Technical Operations, so that the other events may be conveniently arranged in order to provide a well-balanced program. The chairman of the General Meeting Committee will appoint such subcommittees as he deems necessary, as, for example, Committees on Publicity, Finance, Professional Sessions, Inspection Trips, Entertainment Features, Hotel Arrangements, etc.

SEC. 30. The general meetings of the Institute being of a professional nature only, no literature advertising commercial products shall be distributed at such meetings in the spaces under the control of the Institute, nor shall there be any exhibition of commercial products for the purpose of selling or taking orders for such products.

GEOGRAPHICAL DISTRICTS

SEC. 31. There shall be ten geographical Districts numbered and named as follows:

- | | |
|-------------------|------------------|
| 1. North Eastern | 6. North Central |
| 2. Middle Eastern | 7. South West |
| 3. New York City | 8. Pacific |
| 4. Southern | 9. North West |
| 5. Great Lakes | 10. Canada |

With the exception of certain deviations, resulting from the provisions of Sec. 32 of these Bylaws, the territory covered by each of the ten geographical Districts, shall be as shown in accompanying map.

SEC. 32. Wherever the territory of any Institute Section lies in more than one geographical District, as defined in Sec. 31 of these Bylaws, the entire territory of said Section shall be included in the geographical District in which the headquarters of the Section are located.

SEC. 33. To facilitate cooperation among the Sections there shall be an executive committee in each geographical District, including in its membership the Vice-President representing the District on the Board of Directors as chairman, a District Secretary to be appointed by the Vice-President as secretary, the vice-chairman of the Membership Committee, who may be a member of the District executive committee in another capacity also, and the chairman and one other officer selected by the executive committee of each Section within the District; also, a member of the Sections Committee who is resident in the District, and in order to encourage cooperation between Sections and Branches, the chairman of the District committee on Student activities. In case of inability of either representative of a Section mentioned above to attend a District executive committee meeting, the Section may, with the approval of the Vice-President, designate an alternate who shall have full voting power.

At the first executive committee meeting of any District, when a new Vice-President is presiding for the first time, the outgoing Vice-President of that District shall be an active voting member of the District executive committee for this one meeting.

SEC. 34. To facilitate cooperation among Student Branches and Joint Student Branches there shall be a Committee on Student Activities in each geographical District having three or more Branches, consisting of the Vice-President, District Secretary, and the Counselors of all Branches and Joint Student Branches within the District. Not later than April 15th the committee shall elect, from among the Counselors appointed for the next administrative year beginning August 1st, the chairman of the District Committee on Student Activities, and transmit the name of the chairman elect to the Vice-President and to Institute headquarters. The committee may elect such other officers as it deems desirable, particularly a vice chairman who may succeed to the chairmanship. The chairmen of the District Committees on Student Activities shall be appointed members of the Committee on Student Branches and shall be responsible to the officers of the Institute and to the Committee on

Student Branches for the conduct of student affairs in their respective Districts.

DISTRICT MEETINGS

SEC. 35. District meetings shall be held, upon the approval of the Board of Directors in each instance, under the supervision of the geographical District officers and committees, in accordance with the following general plan:

Upon expression by a District executive committee of a desire to hold a District meeting, and approval by the Board of Directors, the responsibility for the meeting shall rest with a District meeting committee appointed by the Vice-President, and composed of members within the District, preferably located in the area where the meeting is to be held. This committee shall have full responsibility and authority for organizing and conducting such meeting in all its details, including the arrangement of sessions, the entertainment features, and, subject to Section 101 of the Bylaws, the selection of papers. Papers for a District meeting may be obtained from the District membership by the District meeting committee, and if papers are desired from outside the District they shall be obtained by co-operation with the Committee on Technical Operations. All papers included in the program shall be considered for publication upon the same basis as papers for general meetings. The financing of District meetings shall be in accordance with a consistent general plan approved from time to time by the Board of Directors, after consideration of such recommendations as may be received from the officers and committees concerned.

SECTIONS

SEC. 36. A petition for the formation of a Section shall be signed by not less than 50 members 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. 37. In the initial Section organization only petitioners shall have the right to vote.

SEC. 38. A Section shall be known as: the (name of place) Section of the American Institute of Electrical Engineers.

SEC. 39. The principal work of a Section shall be the holding of regular meetings for the presentation and discussion of papers on matters relating to electricity, and to the allied arts and sciences. No action which may purport to represent the policy or organization of the Institute, or of any Section, shall be published or communicated to any party or parties who are not members of the Institute, without the approval of the Board of Directors, unless accompanied by a statement to the effect that as the A.I.E.E. is an international organization, the opinions or recommendations expressed represent only the views of the individual members of the..... Section.

SEC. 40. A Section of the Institute may co-operate with other local engineering organizations in the holding of joint meetings, and may invite members of such organizations to its meetings.

SEC. 41. Unless otherwise authorized by the Board of Directors and approved by the Sections Committee, the territory of a Section shall be defined as follows: A Section shall include those counties lying wholly or partly within a circle having its center at the headquarters of the Section and a radius of 50 miles. With the additional approval of the Vice-President of the District involved, other unassigned counties, to be known as auxiliary Section territory, may be assigned to a Section. If, for the purpose of establishing a new Section, or for any other reason, it becomes desirable to reassign counties in auxiliary Section territory, this may be done without the approval of the Section to which such auxiliary territory is assigned, provided the change meets with the approval of the Sections Committee and the Vice-President of the District. All other questions with regard to overlapping of Section territories shall, if possible, be decided by agreement by the Sections concerned, otherwise by the Sections Committee. Both ordinary and auxiliary Section territories shall be defined by county line boundaries.

SEC. 42. A Section may establish Subsections (or Divisions) in geographical areas within its assigned territory. The operation of such Subsections (or Divisions) shall be in accordance with regulations established by the Section.

SEC. 43. In addition to Institute members the Section Bylaws may admit other persons interested in engineering, who shall have all the Section privileges except those of voting and holding office.

SEC. 44. The chairman and secretary of each Section shall be elected for the term of one year, beginning upon the date specified

in the Bylaws of the Section. The Bylaws of the Section shall determine whether or not these officers shall be eligible for reelection.

SEC. 45. A Section whose membership has become 30 or less as of August first, or a Section which shall have held less than four meetings in any fiscal year (May 1 through April 30), shall be formally advised by the Secretary that, if within the next year this situation has not been materially improved, such Section shall become a Sub-section (or Division), effective October 1. The Vice-President of the District shall recommend to the Sections Committee the Section to which the Subsection (or Division) shall be assigned.

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. 46. Speakers at Section and Branch meetings may present informal talks with or without notes or may present formal papers in full or in abstract from prepared manuscripts. Only the latter are designated as *papers* in these Bylaws.

Section officers should endeavor to include a number of formal papers in each year's program, so that, through publication in ELECTRICAL ENGINEERING, a substantial number of high quality Section papers may be made available to the whole membership.

SEC. 47. Section and Branch officers shall be responsible to the Institute for all Section and Branch papers and any recorded discussion of them.

Such papers shall not be released for publication in advance of presentation and, except as a news item, the name of the Institute shall not be used in connection with their publication unless authorized by the Publication Committee.

Section and Branch officers should make a reasonable effort to obtain the manuscripts of papers at the time of presentation, and these should be forwarded promptly to the Secretary, with such recommendations as the Section and Branch officers wish to make with reference to publication.

SEC. 48. Except as a news item, the name of the Institute shall not be used in connection with the publication, elsewhere than in ELECTRICAL ENGINEERING, of subject matter presented as an informal talk before a Section or Branch meeting.

Where publication in TRANSACTIONS of Section or Branch papers by non-members of the Institute is involved, approvals shall be obtained in accordance with Section 100 of the Bylaws.

SEC. 49. Each Section shall conduct its affairs in such a manner as to require for its maintenance only such financial support by the Institute as is consistent with the activities carried on by that Section. Except upon the request of a Section stating specific reasons therefor, and with the approval of the Sections and Finance Committees, the appropriation to any Section of Institute funds during any year shall not exceed in the aggregate a sum to be determined as follows:

- (a) Two-hundred dollars basic allotment; also an allotment of one hundred dollars to the Section for each of its Subsections holding regularly scheduled meetings.
- (b) One dollar and twenty cents for each Institute member within the Section territory on August first.
- (c) An additional amount for a larger number of regularly scheduled Section, Subsection, and Technical Group Meetings held during the preceding fiscal year (ending April 30) as follows:
 - (1) Twelve to seventeen meetings, fifty dollars.
 - (2) Eighteen to twenty-three meetings, one hundred dollars.
 - (3) Twenty-four to twenty-nine meetings, one hundred fifty dollars.
 - (4) Thirty or more meetings, two hundred dollars.

The Treasurer and Secretary of the Institute shall forward in October of each year to the secretary of each Section one-half of the sum to which the Section is entitled under this Bylaw, less any unexpended balance in the funds provided by the Institute during the preceding year and which shall be considered as part of the payment for the current year. An accounting shall be made to the Finance Committee of the Institute, through the Secretary, when these funds have been expended, whereupon the balance of the appropriation for the year shall be sent to the secretary of the Section for which an accounting will be made at the end of the year.

SECTION DELEGATES

SEC. 50. The Section delegates attending the Summer General Meeting 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 general meeting.
- (b) To exchange views and experiences in connection with activities and management of Sections and to make recommendations of an advisory nature upon such matters, through the Sections Committee, 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 general meeting 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 general meeting. The chairman of the Sections Committee shall appoint a subcommittee, consisting of the chairman and three other members of the Sections Committee, who shall prepare in advance of the general meeting a program of such questions for discussion.

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

SEC. 51. The expenditures for transportation of Section delegates as referred to in the Constitution, and for all other committees or activities for which such appropriations are provided by the Board of Directors, shall be paid from the Institute treasury at such rate per mile, one way, from the place of residence to the meeting place, as may from time to time be determined by the Board of Directors.

STUDENTS

SEC. 52. Any person registered as a student, undergraduate or graduate, in an engineering curriculum which prepares students for the profession of engineering, and which is fully accredited by the Engineers' Council for Professional Development, where such accrediting applies, may be enrolled as a Student member of the American Institute of Electrical Engineers, provided the student is devoting full time preferably, but in no case less than 30 per cent of full time to studies under the supervision of the institutions in which he is registered. If the curriculum is not fully accredited by Engineers' Council for Professional Development, or in geographical areas where ECPD accrediting does not apply, the Board may waive this requirement on the recommendation of the Committee on Student Branches. A graduate Student whose term of enrollment, as specified in Section 54, has expired may not again enroll as a Student member.

SEC. 53. Each application for enrollment as a Student member shall be endorsed by a member of the Institute. It shall be passed upon by the Board of Examiners, and submitted to the Board of Directors for action.

SEC. 54. The annual Student member dues shall be five dollars, payable in advance and shall cover the fiscal year of the Institute beginning on May first. The initial dues payment, upon application for enrollment, shall be:

- \$5.00 if application is filed at Institute headquarters during period February 1 to following July 31;
- \$2.50 if application is filed at any other time.

The renewal of Student membership shall uniformly require payment of the dues of five dollars for the fiscal year beginning May first. The term of Student membership shall extend to the end of the fiscal year (April 30) in which student status ceases, or the Student member has attained the age of twenty-one, whichever is later, except in those cases where the fiscal year ends within six months after graduation. In such cases, Student membership may be continued for one additional fiscal year, or to the end of the fiscal year in which the age of twenty-one is attained. Student membership shall not in any case extend over a period of more than five years.

SEC. 55. The annual fee of five dollars paid by each Student member shall be applied as a subscription to ELECTRICAL ENGINEERING for the year covered by such payment.

SEC. 56. Student members enrolled under the provisions of these Bylaws may purchase the current Transactions at the same price extended to members. This privilege may be withdrawn at any time by the Board of Directors.

SEC. 57. A Student member changing his mailing address without notifying the Secretary shall be entitled to available duplicate copies of ELECTRICAL ENGINEERING upon payment of twenty-five cents each.

SEC. 58. A Student member must apply for admission to the Associate Member grade before the first of March of the fiscal year in which his Student membership ceases in order to be relieved of the payment of the entrance fee as provided for in the Constitution.

STUDENT BRANCHES

SEC. 59. Any member of the Institute who is a member of the electrical engineering faculty of a university or technical school of recognized standing may, upon the approval of the Board of Directors, organize a Student Branch under the designation (name of institution) Branch of the American Institute of Electrical Engineers.

The Branch activities in a school of recognized standing offering a curriculum in electrical engineering for evening students may, upon the approval of the Committee on Student Branches, be conducted in two divisions to be known as "day" and "evening" divisions, each having officers chosen entirely from the corresponding group of students.

The Board of Directors may at any time terminate the existence of any Student Branch when in its judgment the interests of the Institute make such action desirable.

SEC. 60. Branches shall organize by the appointment or election of an executive committee of any suitable number composed of members and Student members of the Institute. This organization shall be subject to the approval of the Board of Directors. Other students in the engineering curriculum of the institution may attend the meetings under conditions prescribed by the Branch.

SEC. 61. Each Student Branch shall have a Counselor, chosen as follows: Not later than March 1st each Branch shall nominate to the Vice President of the District an Institute member chosen from the electrical engineering faculty of the institution at which the Branch is located for appointment as Counselor for the year beginning on August 1st following. If on April 1st any Branch has not submitted its nomination, the Vice President shall make his own selection and notify the Branch and the appointee of his action. The Vice Presidents shall forward all appointments as Counselor to Institute headquarters. The Counselors shall be responsible to the officers of the Institute and to the Student Branch Committee for the conduct of the affairs of their respective Branches. Reports of the proceedings at each Branch meeting shall be made promptly by the secretary of the Branch to the Secretary, the chairman of the Committee on Student Branches and to any other officers as instructed. In the case of a Joint Student Branch, as further referred to in Section 64, a Counselor shall act jointly with the duly appointed Counselors of other national engineering societies in matters affecting the student society and the welfare of its members.

SEC. 62. At the meetings held by Branches the papers read and discussed may be either original papers, or may be papers read before one of the regular meetings of the Institute.

SEC. 63. The Institute shall publish, from time to time, in ELECTRICAL ENGINEERING, a list of universities and technical schools in which Branches have been organized, and brief notices of the proceedings of their meetings.

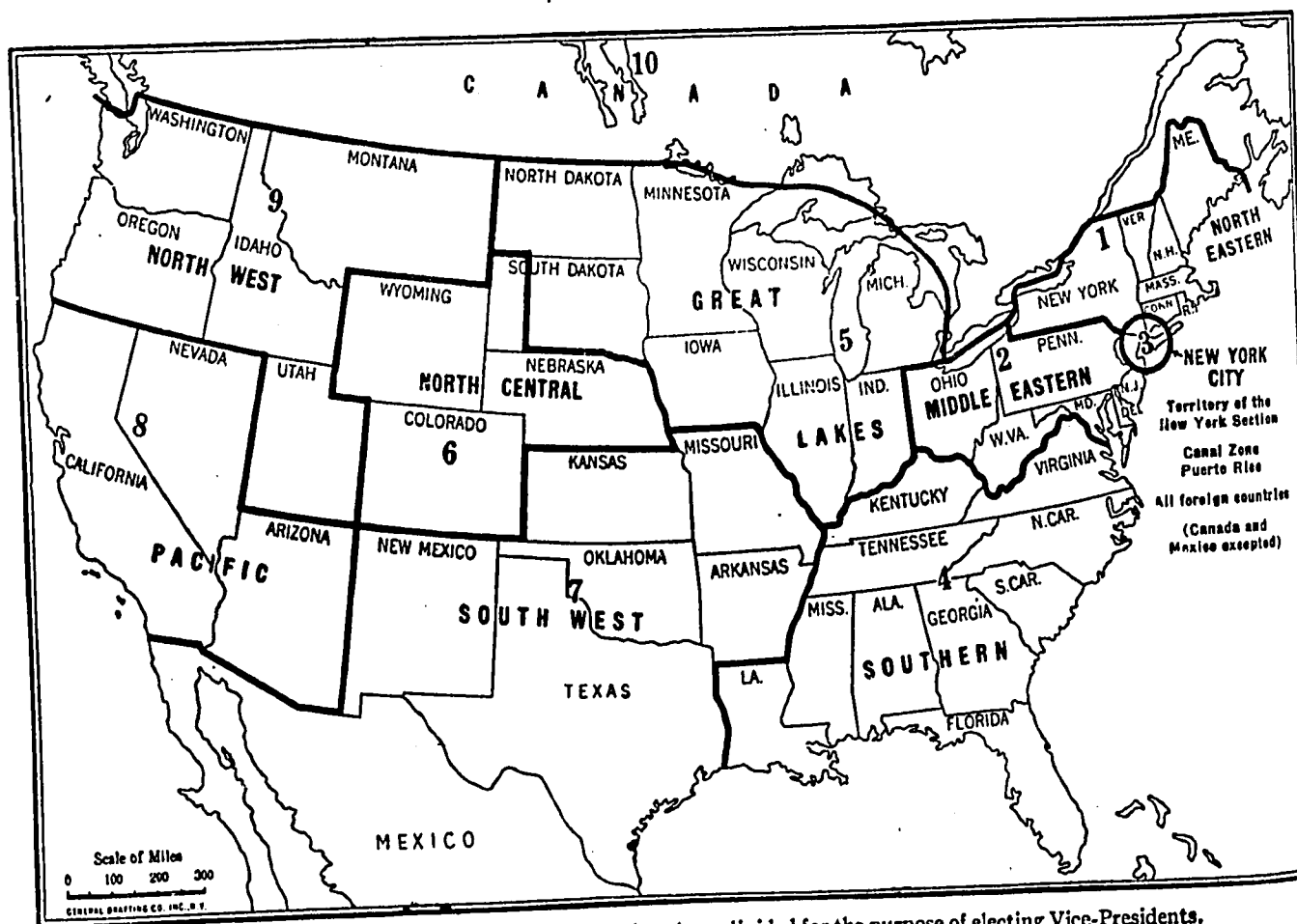
SEC. 64. An established student engineering society in a college or technical school of recognized standing may, upon application of its officers and a member of the Institute connected with the school, and the approval of the Board of Directors, become associated with the Institute. A society so associated may also be associated jointly with other national engineering societies approved by the Board of Directors as having similar requirements and interests. If so jointly associated it shall be known as a "Joint Student Branch," otherwise it shall be known as a "Student Branch."

Members of such associated Student Branches who are student members of the Institute or of other approved engineering societies, upon expiration of their Student enrollment may apply for admission to the Associate Member grade in the Institute in accordance with Section 58 of the Bylaws.

The following societies are approved for the purposes of this cooperation in engineering education: American Society of Civil Engineers, American Society of Mechanical Engineers, American Institute of Mining and Metallurgical Engineers, American Institute of Chemical Engineers, Institute of Radio Engineers, together with such other national engineering societies as may be approved from time to time by the Board of Directors as having similar requirements and interests.

COMMITTEES AND DUTIES

SEC. 65. The standing committees to be appointed by the President in addition to the Executive and Finance Committees and the Board of Examiners, referred to in the Constitution, shall include the following:



Geographical Districts into which the membership of A.I.E.E. has been divided for the purpose of electing Vice-Presidents. District 8 and San Francisco Section also include the Territory of Hawaii. District 9 and Seattle Section also include the Territory of Alaska; District 9 includes the Province of British Columbia, Canada.

General Committees

- Charles LeGeyt Fortescue Fellowship Committee
- Committee on Code of Principles of Professional Conduct
- Committee on Constitution and Bylaws
- Edison Medal Committee
- Committee on Education
- Headquarters Committee
- Lamme Medal Committee
- Committee on Management
- Committee on Members-for-Life Fund
- Membership Committee
- Committee on Planning and Coordination
- Committee on Award of Institute Prizes
- Publication Committee
- Committee on Public Relations
- Committee on Registration of Engineers
- Committee on Research
- Committee on Safety
- Sections Committee
- Standards Committee
- Committee on Student Branches
- Committee on Transfers
- Committee on Technical Operations

Technical Committees

- Communication Division Committee
 - Committee on Wire Communication Systems
 - Committee on Radio Communication Systems
 - Committee on Television and Aural Broadcasting Systems
 - Committee on Telegraph Systems
 - Committee on Communication Switching Systems
 - Committee on Special Communication Applications
- General Applications Division Committee
 - Committee on Air Transportation
 - Committee on Domestic and Commercial Applications
 - Committee on Land Transportation
 - Committee on Marine Transportation
 - Committee on Production and Application of Light
- Industry Division Committee
 - Committee on Chemical, Electrochemical, and Electrothermal Applications
 - Committee on Electric Heating
 - Committee on Electric Welding
 - Committee on Feedback Control Systems
 - Committee on General Industry Applications
 - Committee on Industrial Control
 - Committee on Industrial Power Systems
 - Committee on Mining and Metal Industry
- Power Division Committee
 - Committee on Carrier Current
 - Committee on Insulated Conductors
 - Committee on Power Generation
 - Committee on Protective Devices
 - Committee on Relays
 - Committee on Rotating Machinery
 - Committee on Substations
 - Committee on Switchgear
 - Committee on System Engineering
 - Committee on Transformers
 - Committee on Transmission and Distribution
- Science and Electronics Division Committee
 - Committee on Basic Sciences
 - Committee on Electrical Techniques in Medicine and Biology
 - Committee on Electronics
 - Committee on Nuclonics
 - Committee on Computing Devices
 - Committee on Instruments and Measurements
 - Committee on Electronic Power Converters
 - Committee on Magnetic Amplifiers
 - Committee on Metallic Rectifiers

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 for his reference file.

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

Each coordinating committee shall include at least one member of the Board of Directors.

At the close of the fiscal year, each committee shall send to the Secretary a report of its activities.

SEC. 66. The Finance Committee shall consist of three members of the Board of Directors and shall, in addition to the duties prescribed in the Constitution, approve all bills before payment and shall make recommendations to the Board of Directors regarding the investment of moneys, and all specific appropriations. No payment other than for routine office expenses shall be made by the Secretary or Treasurer except upon authorization of the Finance Committee. It shall cause to be prepared for the information of the Board of Directors a statement each year, to September 30, showing the financial condition of the Institute, also to submit to the Board of Directors at its October meeting a budget of estimated receipts and expenditures for the ensuing year beginning October first. It shall have the bank books and securities of the Institute examined prior to the annual financial statement made in the month of May, and shall certify to their correctness. It shall employ a competent accountant to audit the accounts at the close of each fiscal year.

SEC. 67. The Board of Examiners shall consist of not less than twelve Fellows of the Institute. The duties of this Board shall be those defined in Section 45 of the Constitution. At least one member of the committee shall be a member of the Board of Directors.

SEC. 68. The Charles LeGeyt Fortescue Fellowship Committee shall consist of six members appointed by the President, with the appointments confirmed by the Board of Directors. The committee shall award each year to a student of electrical engineering, who shall have received a baccalaureate degree from a duly recognized technical school in the United States or Canada, a fellowship for post-graduate work in some special field of electrical engineering, in accordance with the regulations prescribed in the Bylaws of the committee as approved by the Board of Directors.

SEC. 69. The Committee on Code of Principles of Professional Conduct shall consist of seven members, and in addition to the function of formulating and administering a code, it shall be the duty of the committee to advise inquirers respecting questions of proper professional conduct, and to examine into and investigate any practice of any member of this Institute which may be regarded as prejudicial to the welfare of the Institute, the engineering profession, or of the community, and to report its actions and recommendations to the Board of Directors, which shall take such action thereon as it may deem proper.

SEC. 70. The Committee on Constitution and Bylaws shall consist of five members and shall consider all matters relating to the Constitution and Bylaws of the Institute, including the legal status in connection therewith, also all other matters referred to it by the Board of Directors, the President, or the Secretary. The committee shall make reports and recommendations to the Board of Directors for action thereon and may consult legal and technical counsel with reference to any question before it. At least one member of the committee shall be a member of the Board of Directors.

SEC. 71. The Edison Medal Committee shall consist of twenty-one members, including the chairman, of whom fifteen shall be appointed by the President from the membership at large and confirmed by the Board of Directors of the Institute; three to be appointed annually and to serve for a term of five years from August first of the year in which such appointments are made. Six shall be elected by the Board from its own membership, being three annually to serve from August first of the year in which they are elected, for a term of two years, excepting when a member so elected ceases to be a Director prior to the expiration of the two-year term, in which case his membership on the Edison Medal Committee shall terminate with his membership on the Board of Directors, and the Board shall elect a Director to serve the unexpired term.

The duties of this committee shall be to make awards of the Edison Medal, in accordance with the regulations prescribed in the Bylaws of the committee, as approved by the Board of Directors.

SEC. 72. The Committee on Education shall consist of not less than twenty members. This committee shall consider all matters related directly or indirectly to the education of those proposing to enter the profession of engineering, and the educational guidance of those already within the profession (exclusive of the direct sponsorship of subject matter within the scopes of technical committees). To this end, the committee shall focus its attention particularly upon problems that require the coordinated efforts of the engineering teacher, the practicing engineer, and industrial and governmental organizations.

SEC. 73. The Headquarters Committee shall consist of at least three members. It shall have general supervision of the arrangements, furnishings, and maintenance of the Institute headquarters, including historical relics, paintings, and works of art.

SEC. 74. The Lamme Medal Committee shall consist of nine members appointed by the President from the membership of the Institute, with the appointments confirmed by the Board of Directors, three to be appointed each year and to serve a term of three years from August first of the year in which they are appointed.

The duties of this committee shall be to make awards of the Lamme Medal, in accordance with the regulations prescribed in the Bylaws of the committee, as approved by the Board of Directors.

SEC. 75. The Committee on Management shall consist of a minimum of seven members. This committee shall consider problems of management insofar as they may be of importance to electrical engineers. Its scope shall include methods of organizing men, money, materials, and research activities; personnel relations; and consideration of the relations between government, industry, education, and science. The committee shall from time to time arrange general meeting programs or conferences, and shall propose articles of general interest or educational value for publication in ELECTRICAL ENGINEERING. The committee shall co-operate with similar committees of other organizations.

SEC. 76. The Members-for-Life Fund Committee shall consist of not less than five members, one of whom shall be a member of the Board of Directors. The committee shall make recommendations to the Board for the accumulation and disbursement of the Members-for-Life Fund. The fund represents continued payments of dues by Members-for-Life after the date at which they qualify for exemption of dues (in accordance with Bylaw Section 21), together with the returns from investment of unexpended fund principal.

SEC. 77. The Membership Committee shall consist of one vice-chairman from each geographical District and a suitable number of other members, all to be appointed by the President. At least one member of the committee shall be a member of the Board of Directors.

This committee shall bring the advantages of membership to the attention of desirable candidates for admission to the Institute, through such measures as it may consider advisable to interest prospective members who have the standing and qualifications specified for the various grades of membership. Under the general direction of the chairman, the vice-chairman may enlist the co-operation of the Sections and Branches within his District in such work. The committee shall have such other duties as may be delegated to it by the Board of Directors.

SEC. 78. The Committee on Planning and Coordination shall consist of the chairman, who shall be appointed by the President from the Board of Directors, and such other members as the President may appoint. The committee may appoint such subcommittees, including other members of the Institute, as may be needed for specific aspects of planning.

The committee shall give continuous attention to the planning of Institute activities for the future, and submit to the Board of Directors reports and recommendations regarding any developments which, in its opinion, would more effectively meet the needs of the membership as a whole, or afford more adequate provisions for specialized types of activities deemed worthy of specific recognition by the Institute.

It shall also consider and advise on all questions arising with reference to Institute activities of all types, particularly those in which uncertainty, difference of opinion, actual conflict, or duplication may appear to exist, whether referred to it by the Board of Directors or otherwise coming to its attention.

SEC. 79. The Committee on Award of Institute Prizes shall consist of five members-at-large appointed by the President, one of whom shall be the chairman, and two members appointed from each Technical Division. This committee shall award the prizes established by the Institute in accordance with the details of procedure adopted by the Board of Directors.

SEC. 80. The Publication Committee shall consist of at least eight appointed members chosen to represent broadly the Institute activities in the fields of communication, electronics, general applications, industry, power, education, and technical publications. At least one member of the committee shall be a member of the Board of Directors.

This committee shall have supervision of the monthly journal ELECTRICAL ENGINEERING, the TRANSACTIONS, and the other publications of the Institute, including the form, size, arrangement, etc., of these publications; also 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. 81. The Committee on Public Relations shall consist of six or

more appointed members, of whom at least one is a member of the Board of Directors.

The committee shall prepare and disseminate information concerning the Institute and its activities, intended for distribution elsewhere than in the Institute's own publications. It shall serve as an advisory body on all questions of Institute public relations. It shall co-operate with other Institute committees and with Section or Branch officers on the publicity phases of their particular activities.

SEC. 82. The Committee on Registration of Engineers shall consist of nine members, appointed by the President. This committee shall keep informed on registration laws and amendments thereto, and shall cooperate with other societies and various examining boards. The committee shall submit reports and recommendations regarding registration to the Board of Directors for such Institute action as appears to be in the best interests of the engineering profession and the community.

SEC. 83. The Committee on Research shall consist of ten or more appointed members. At least one shall be a member of the Board of Directors. The committee shall stimulate research of interest to the Institute; shall act on behalf of the Institute, as authorized specifically by the Board of Directors, to initiate and direct research investigations; shall cooperate, on behalf of the Institute, with departments of national and state governments in the consideration of research investigations; shall submit to the Board of Directors reports and recommendations concerning research investigations for which financial support from the Institute is sought; shall assist university staffs in selecting research projects for graduate students; and shall assist the Committee on Technical Operations, as requested, in the preparation of meetings for the discussion of problems in the field of research.

SEC. 84. The Committee on Safety shall consist of fifteen or more members, and shall consider and investigate matters relating to the protection of persons and property against hazard due to or resultant upon the presence of electricity or the use of electrical apparatus, material, and appliances, and shall report to the Board of Directors such recommendations thereon as it shall deem desirable for action by the Institute. To this end it shall encourage and coordinate safety considerations by other Institute committees in their respective fields, and with the approval of the Board of Directors, may arrange for co-operative relations with other bodies in the consideration of electrical hazard. At least one member of the committee shall be a member of the Board of Directors.

SEC. 85. The Sections Committee shall consist of a minimum of twenty appointed members; each geographical District shall be represented by at least one member and one member shall be a member of the Board of Directors.

The committee shall sponsor and be responsible for the promotion of Section activities and the formation of new Sections and shall recommend changes in Section territory assignments. 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 on all matters regarding or involving the interest and welfare of the Sections or their relations with the Institute or other organizations. The committee shall arrange for and hold an annual meeting of the Section delegates during the Summer General Meeting of the Institute.

SEC. 86. The Standards Committee shall consist of fifteen or more appointed members, including at least one member of the Board of Directors.

This committee shall consider and investigate all matters relating to units and standards appertaining to or applicable in electrical engineering and in the allied arts and sciences. The committee shall coordinate the work of the technical committees with respect to the making and revising of A.I.E.E. standards. It shall represent the Institute in co-operation with other standardizing bodies in matters relating to units and standards.

The committee shall appoint A.I.E.E. representatives to serve on standardizing committees for which this Institute is sponsor, or on delegations for standardizing purposes which will serve under the sponsorship of other societies or organizations (A.S.A., A.S.M.E., I.R.E., etc.). Such appointments shall be promptly reported to the Board of Directors.

The committee shall give final approval to standards in the name of the Institute unless one or more members of the committee serves notice of dissent with intention of appealing to the Board of Directors. In such event, the committee shall notify the Board, and submit a full report of the case. The committee shall report to the Board all new and revised standards, and shall seek the guidance and approval of the Board upon all policy questions including that of undertaking the preparation of standards in new fields.

SEC. 87. The Committee on Student Branches shall consist of not less than fifteen members, at least one of whom shall be a member of the Board of Directors, five from the membership at large and the chairmen of the District Committees on Student Activities. The committee shall have the general supervision and management of the Student Branches of the Institute. The Committee on Student Branches shall also be concerned with the problems of individual Student members having no Branch affiliation. The committee shall confer with the Branch 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 Branches and Students or the relations between these organizations and the Institute.

SEC. 88. The Committee on Transfers shall consist of a chairman, a vice-chairman, a secretary, and twelve additional members, all appointed by the President. At least one of the fifteen shall be from the Board of Directors and ten, one from each District, shall be recommended by the Vice Presidents or District executive committees. This committee shall encourage the Sections to establish and maintain in continuous operation their own local committees on transfers. The committee shall prepare with the approval of the Board of Examiners a guide for use by the Sections committees on transfers and other interested parties of the procedure to be followed for proposing transfers to Fellow grade. The committee shall also prepare a guide for the functioning of the Sections committees on transfers, for the purpose of encouraging and assisting eligible Affiliates and Associate Members in transfers to higher grades of membership.

SEC. 89. The Committee on Technical Operations shall consist of a chairman, a vice-chairman, a past chairman, a secretary assigned from the headquarters staff, the five technical division chairmen, the chairmen of the Standards Committee, the Publication Committee, the Committee on Education, the Committee on Management, the Committee on Award of Institute Prizes, the Committee on Research, the Committee on Safety, delegate members from the other general committees as they are required, and at least two members-at-large. At least one member shall be a member of the Board of Directors.

The Committee on Technical Operations shall supervise the technical affairs of the Institute. It shall serve as the coordinating agency for the activities of the technical divisions; recommend the formation of new technical committees or the discharge of committees no longer considered essential; assign to one division the administrative jurisdiction of joint activities involving more than one division; coordinate the scopes of all technical committees; coordinate joint activities not specifically assigned to any general committee with technical committees of other societies; coordinate general and District meetings and special technical conferences; coordinate special technical conferences involving more than one division; assign to one division the administrative jurisdiction of preparation of standards and recommended practices involving more than one division; determine the requirements of the divisions and the general committees as to technical papers for guidance of the Publication Committee in preparing the budget; cooperate with the general and District meeting committees; arrange the programs for the technical sessions at general meetings; formulate rules for the presentation and discussion of papers; receive and handle reviews by the technical committees of all papers; and schedule the meetings of and arrange programs for the forum of technical committee chairmen.

SEC. 90. Each division committee shall consist of a chairman, vice-chairman, a past chairman, a secretary assigned from the headquarters staff, the chairmen of the technical committees of the division, delegate members from the general committees as they are required, and at least two members-at-large. At least one member of the division committee shall be a member of the Board of Directors.

The division committee shall supervise the affairs of their respective divisions. They shall serve as the coordinating agency for the activities of the technical committees within each division; recommend to the Committee on Technical Operations the formation of new technical committees within the field of activity of the division, or the discharge of committees no longer considered essential; assign to one technical committee the administrative jurisdiction of sub-committees, working groups, or project committees jointly representing two or more technical committees within the division; establish scopes for the technical committees within the division, subject to coordinating with other divisions by the Committee on Technical Operations; recommend to the Committee on Technical Operations joint activities not specifically assigned to any general committee

with technical committees of other societies; cooperate with the Committee on Technical Operations in formulating programs for general and District meetings; coordinate special technical conferences sponsored by technical committees within the division, and initiate, independently or at the request of the Standards Committee, the preparation of Institute 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 shall be handled by the Committee on Technical Operations.

SEC. 91. The technical committees are each composed of a chairman and members recommended by the retiring chairman through the division committee. The incoming chairman shall recommend the vice-chairman, secretary, and additional members as he desires. The technical committees shall promote and coordinate Institute activity in their respective fields, and shall within their scopes have responsibilities as detailed below.

They shall pass on all technical papers; be responsible for the presentation of all papers at general meetings as arranged by the Committee on Technical Operations; arrange special technical conferences either alone or jointly with other committees; within their respective scopes, initiate and prepare standards, recommend actions, and report on standards activities to the Standards Committee. In general, they shall report through their respective division committees. This organizational procedure shall not prevent their bringing any matter which they consider in the best interests of the Institute directly to the attention of the Board of Directors. They shall prepare suitable reports yearly of their operation. They shall cooperate with similar committees of other societies. In case of doubt as to scope, direction shall come from the Committee on Technical Operations.

Each technical committee shall, from time to time, as determined in cooperation with the Committee on Technical Operations, present at a general meeting of the Institute a report including a brief resume of the progress of the art in the particular field within the scope of such committee, with the object that these reports may be authoritative sources of information on the history of electrical engineering development. These reports shall be, whenever practicable, published with discussion.

SEC. 92. A forum of technical committee chairmen shall be held at least once each year. Its honorary presiding officer shall be the President of the Institute. The Committee on Technical Operations shall be responsible for the scheduling and conduct of the forum. Chairmen of general committees having technical interests shall be invited, particularly if their committees might be involved in any discussions. Any action taken by the forum is purely advisory.

SEC. 93. Each temporary committee appointed for any purpose involving expense to the Institute shall prepare an estimate of its probable expenditures and submit it to the Board of Directors for approval.

SEC. 94. 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. 95. The expenditures of the Institute shall be regulated by annual appropriations which shall begin on the first day of October of each year. Each standing committee shall submit to the Secretary, for the information of the Finance Committee in preparing its annual October budget, an estimate of its requirements for the ensuing year.

SEC. 96. No standing or temporary committee shall, under any circumstances, exceed its authorized appropriation without first obtaining the sanction of the Board of Directors. In addition to the duties and powers ascribed to committees in these Bylaws, these committees shall perform such other duties and shall have such other powers as may be delegated to them by the Board of Directors.

REPRESENTATIVES UPON JOINT COMMITTEES AND OTHER BODIES

SEC. 97. The Board of Directors may, in its discretion, appoint representatives of the Institute upon joint committees, boards, and other local and national bodies, for the purpose of bringing about closer cooperation between the Institute and other organizations. The terms of these representatives shall terminate at the close of the administrative year, July 31, except where the terms are otherwise specified in the regulations of the body to which they are appointed.

JOHN FRITZ MEDAL

SEC. 98. The representatives of the Institute on the Board of Award of the John Fritz Medal shall be the four surviving past

presidents most recently retired. Each year the surviving junior past president, on October first, shall become a representative of the Institute on the Board of Award of the John Fritz Medal and the functions of the senior surviving past president of the Institute on this Board shall then cease and determine. In the event of the death or permanent disability of any of the representatives of the Institute on the Board of Award of the John Fritz Medal, the Board of Directors shall be empowered to select his successor from among the surviving past presidents of the Institute, and such successor shall hold office for the term of the representative in whose place he is appointed.

PAPERS AND DISCUSSIONS

SEC. 99. The manuscript of any paper to be presented at a general meeting of the Institute must be received at Institute headquarters for the consideration of the Committee on Technical Operations not less than sixty days before the date of presentation. With a view to setting up a schedule for the orderly conduct of the work, the Committee on Technical Operations may specify such additional periods as may be necessary. The Executive Committee shall have the power to waive the sixty-day requirement upon request of the chairman of the Committee on Technical Operations.

No paper shall be announced for presentation at any general meeting until after the paper has been accepted for presentation by the Committee on Technical Operations.

SEC. 100. Authors and co-authors of general and technical articles which are published in ELECTRICAL ENGINEERING or bi-monthly publications will each be given two complimentary copies of the issue containing their contributions. Additional copies will be furnished at the special authors' price of 25¢ per copy post paid, provided the order is placed in advance and five or more copies are shipped to one address at one time.

Reprints of any paper published by the Institute will be furnished at the nominal cost provided orders are placed in advance of publication, and for quantities of 100 or more. The editorial department will quote prices upon application.

SEC. 101. All committees responsible for the preparation of technical programs shall so direct their activities that all authors of technical papers will be members of the Institute in so far as this is consistent with keeping the membership fully informed as to developments in the electrical arts and sciences and in closely allied fields. It is recognized that there may from time to time be situations in which non-member authors or co-authors are desirable in order to obtain an authoritative presentation of the subject matter, particularly in fields foreign but closely allied to the electrical arts and sciences. In such cases, papers by non-members may be accepted under regulations approved by the Board of Directors.

SEC. 102. The President may invite any non-member to discuss any paper presented at a meeting of the Institute, and the chairman of any Section may invite any non-member to discuss any paper presented at the Section of which he is chairman.

SEC. 103. A paper or discussion may be revised editorially under the direction of the Committee on Technical Operations or the Publication Committee, but shall be returned to the author for his consent to publication as revised. In the event of disagreement, the author and the Committee on Technical Operations or Publication Committee shall work out a mutually satisfactory arrangement before publication by the Institute.

SEC. 103a. Only original papers shall be acceptable for presentation and publication. On notification of acceptance, all papers become the property of the Institute. The publications of the Institute are copyrighted but permission to republish is usually granted provided proper credit is given to the authors and the Institute.

SEC. 104. No paper or address approved by the Committee on Technical Operations for presentation at a general or District meeting, or any written contribution to a discussion thereon, shall be released for publication in advance of presentation except by authority of the Board of Directors.

An informal address, District paper or conference paper not approved by the Technical Operations Committee for presentation, but included in the program of a General or District meeting shall not be released for publication in advance of presentation. The name of the Institute shall not be used in connection with the publication of the subject matter of such an address or paper except in ELECTRICAL ENGINEERING or in news items elsewhere unless authorized by the Publication Committee.

SEC. 105. No person shall receive monetary compensation from the reprinting of any paper or discussion presented before the Insti-

tute or before any Section or Branch without previous authorization from the Board of Directors.

PUBLICATIONS

SEC. 106. The regular publications of the Institute shall include ELECTRICAL ENGINEERING to be published monthly; COMMUNICATION AND ELECTRONICS, APPLICATIONS AND INDUSTRY, POWER APPARATUS AND SYSTEMS, each to be published every two months, and the TRANSACTIONS to be published quarterly, semi-annually, or annually.

SEC. 106a. Each member may elect to receive one of three bi-monthly publications; COMMUNICATIONS AND ELECTRONICS, or APPLICATIONS AND INDUSTRY, or POWER APPARATUS AND SYSTEMS, in consideration of payment of dues without additional charge, and two dollars and fifty cents (\$2.50) shall be deducted from the dues and applied as a subscription for the year covered by such payment. Additional bi-monthly publications may be obtained by members at an annual subscription price of \$2.50 each.

SEC. 106b. The Secretary is authorized to receive from non-members annual subscriptions to COMMUNICATION AND ELECTRONICS, APPLICATIONS AND INDUSTRY, and POWER APPARATUS AND SYSTEMS, at the rate of \$5.00 each per annum, with an extra postage charge sufficient to cover the mailing costs to all countries to which the bulk rate of postage does not apply. A discount of 25% from the subscription price of \$5.00 will be allowed to college and public libraries upon advance subscription sent directly to Institute headquarters; publishers and subscription agencies may be allowed a discount of 15%. Single copies may be obtained when available at \$1.00 each.

SEC. 107. ELECTRICAL ENGINEERING may have two principal divisions:

1. For current matter and Institute news;
2. For general articles pertaining to the profession, technical papers, and other matters of an engineering character.

SEC. 108. The TRANSACTIONS shall contain the papers and discussions which have appeared in the bi-monthly publications and such other engineering matter as may be approved for publication in TRANSACTIONS by the Publication Committee.

SEC. 109. From the annual dues paid by each member, six dollars (\$6.00) shall be deducted and applied as a subscription to ELECTRICAL ENGINEERING for the year covered by such payment.

SEC. 110. The Secretary is authorized to receive from non-members annual subscriptions to ELECTRICAL ENGINEERING at the rate of \$12.00 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 twenty-five per cent from the subscription price of \$12.00 will be allowed to college and public libraries upon advance subscription sent directly to Institute headquarters; publishers and subscription agencies may be allowed a discount of fifteen per cent. Single copies may be obtained when available at \$1.50 each.

SEC. 111. The TRANSACTIONS shall be available to members and to non-member subscribers to ELECTRICAL ENGINEERING upon advance subscription at prices approved by the Board of Directors on recommendation of the Publication Committee. The Secretary is authorized to receive from non-members advance combination subscriptions to any two parts of the TRANSACTIONS at an annual rate of \$10.00 plus extra foreign postage or to all three parts at an annual rate of \$12.00 plus extra foreign postage. The Secretary is authorized to receive from non-members advance subscriptions to Part 1. Communication and Electronics, or Part 2. Applications and Industry, or Part 3. Power Apparatus and Systems, at an annual rate of \$6.00 plus extra foreign postage. Discounts from these prices may be allowed to college and public reference libraries (25%) and to publishers and subscription agencies (15%).

Back volumes of TRANSACTIONS as available may be sold to members and non-members at such prices as may be authorized from time to time by the Board of Directors, and which may be secured upon application to Institute headquarters.

SEC. 112. A member shall be entitled to receive single copies of ELECTRICAL ENGINEERING issued during the period covered by his payment of dues. TRANSACTIONS shall be furnished to members who subscribe on such terms as may be decided upon from time to time by the Board of Directors.

SEC. 113. An alphabetical and geographical list of members shall be published annually, or at such longer intervals as may be designated by the Board of Directors. 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 any member, without charge, upon receipt of request.

GENERAL

Sec. 114. 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; after being subject to review by the Committee on Planning and Coordination, such announcements may be released by the Secretary to classified lists of publications.

Sec. 115. Without changing their import the Secretary may number and, from time to time when amendments are adopted, may renumber the various sections of the Bylaws so as to serve the purpose of ready reference thereto.

Resolutions

NOTE: The Board of Directors adopted the following resolution on April 9, 1913:

Resolved, that all resolutions controlling or continuing any general action of committees or of the Board of Directors be printed at the end of the Institute Bylaws. In accordance with this action the following resolutions are here printed.

RULING REGARDING ERRORS IN VOTING FOR INSTITUTE OFFICERS
(Adopted March 10, 1911)

Resolved, that the Tellers Committee be notified of the ruling of the Board of Directors on the following point: i. e., where an error is made on the part of the voter in designating his choice for any particular office, the error does not invalidate his vote for all other offices on the election ballot, but will only invalidate his vote so far as the specific office is concerned in which the error occurred.

RECIPROCAL RELATIONS WITH OTHER SOCIETIES
(Adopted April 5, 1912)

Resolved, that the Board of Directors approves the principle of intimate reciprocal relations with coordinate electrotechnical societies; and to that end suggests to future presidents the desirability of appointing upon the several electrotechnical committees some members, who, while being members of the American Institute of Electrical Engineers, are also active members of corresponding committees of the respective coordinate societies.

COOPERATION BETWEEN STANDARDS COMMITTEES
(Adopted April 9, 1913)

Resolved, that it is the sense of this Board that cooperation between the Standards Committee of the Institute and the Standards Committees of other national societies dealing with units and standards appertaining to or applicable in electrical engineering or in the allied arts and sciences, is desirable, and it suggests that the Standards Committee shall take no action on any subject matter outside of the field of electrical or magnetic standardization and within the field of the Standards Committee of another national society, before coming to an agreement with the Standards Committee of that society, provided that a reciprocal courtesy is extended by such Standards Committee of such society.

CORRELATION OF COMMITTEE WORK
(Adopted August 8, 1913)

Resolved, that the principal technical and scientific committees of the Institute be authorized to form subcommittees and that the chairman of any subcommittee may, with the consent of the chairman of his committee, invite the chairman of any other technical or scientific committee or subcommittee to appoint delegate members to take part in the work of his subcommittee, and the chairman of any subcommittee may also apply for representation through delegates upon other technical or scientific committees.

INHIBITION ON EXPRESSION OF VIEWS ON NON-ENGINEERING TOPICS
(Adopted February 18, 1920)

Whereas, many requests are received by the officers of the Institute and its Sections and Branches for support of candidates for political office and for various movements in activities outside of the field of engineering.

Resolved, that the attention of the membership be called to the undesirability of the Institute's expressing views purporting to represent the collective will of the national or any local organization in matters outside of the scope of engineering and upon which the membership may hold conflicting opinions.

(Adopted by Board of Directors April 27, 1950)

Resolved that it is the sense of the Board of Directors that the President should not be expected to visit Sections or Branches; that those official visits should be made the responsibility of the Vice-Presidents, with the cooperation of Directors, or District Secretaries, or other Institute personnel who may be designated by the Vice-Presidents; and that the President concentrate his attention on general and District meetings, technical conferences, and such other meetings as should, in his discretion, be attended; also, that this action be transmitted to all Sections, and that the Finance Committee be requested to make provisions in the 1950-51 budget for such visits.

DISTRICT MEETINGS

(Adopted by Board of Directors June 27, 1946)

Resolved, that the attention of the Districts be called to the merits of building the program of a District Meeting around a dominant theme based on a subject of timely interest and particularly suitable to the location in which the meeting is to be held; that when this type of program is contemplated the committee in charge of a District Meeting should at the earliest opportunity notify the secretary of the Technical Program Committee in order to take advantage of the assistance which is available to them in the appropriate technical

committee or committees, the Technical Program Committee, and the Headquarters staff, and that such an occasion might well afford a favorable opportunity for a meeting of the interested technical committee or committees. It is to be understood that a District Meeting is the responsibility of the District concerned and hence that the initiative in planning and arranging for a meeting of the type suggested lies with the District Executive Committee.

FALL GENERAL MEETING
(Adopted April 20, 1940)

Resolved, that the Fall General Meeting be held in the midwest area, defined generally as from Cleveland to Omaha, and from Canada to the Gulf of Mexico.

INSTITUTE POLICY

(Statement adopted by the Board of Directors June 15, 1950)

1. To work continually for the unification of the profession.
2. To recognize the fact that the Institute finds its chief reason for existence in the technical field.
3. To handle questions on nontechnical affairs as necessary and as they arise, on an emergency basis until through unification they can be handled on a general professional basis.