

IEEE NEW SOUTH WALES SECTION BYLAWS

In all instances, the *Institute of Electrical and Electronics Engineers (IEEE) Bylaws, Constitution, RAB Operations Manual* and *IEEE Policy and Procedures* will prevail when there is a conflict between these documents and Section Bylaws.

ARTICLE I – Name, Territory and Aims

- 1.1 This organisation shall be known as the IEEE New South Wales Section.
- 1.2 The territory of the IEEE New South Wales Section, as approved by RAB, includes the following:

The Australian State of New South Wales.
- 1.3 Hereafter Section shall refer to the organisation mentioned in 1.1 and is the IEEE New South Wales Section

AIMS

- 1.4 The Section shall have for its purpose the advancement of the theory and practice of electrical, information technologies and sciences. High professional standards amongst its members shall be maintained with specific attention to such aims within the defined territory, all in consonance with the IEEE Constitution and the latest revision of the IEEE Bylaws.
- 1.5 The Section shall hold meetings for the transaction of its regular business and for the presentation of papers, either at Section or Chapter Meetings, or Joint Meetings with other Australian National Engineering Societies, and shall engage in such other activities as necessary, suitable and proper for the fulfilment of its objectives.

ARTICLE II – Officers

- 2.1 The elected officers of the NSW Section shall be:

Chair
Vice Chair
Secretary
Treasurer
- 2.2 The terms of office of the elected officers shall be for one year. Under no circumstances shall an office be held continuously for more than 2 years.
- 2.3 Terms of office will begin on 1 January. Outgoing officers will continue until their successors are duly elected and take office.
- 2.4 Any vacancy occurring during the year shall be filled by a majority vote of the Section Executive Committee.
- 2.5 (The duties of the elected officers will be available from Regional Activities Department (RAD) in the *RAB Operations Manual* and *IEEE Bylaws*)

ARTICLE III – Standing Committees

3.1 The Standing Committees of the Section will be as follows:

Meetings Co-ordination	Student Activities
Membership Development	Educational Activities
Professional Activities	Life Members Activities
Awards and Recognition	Nominations
Fellow Search	

3.2 The Section Chair with the approval of the Section Executive Committee will appoint the Chair of each Standing Committee, and their terms will expire on 31 December.

3.3 Each Committee Chair will appoint his/her Committee members with the approval of the Section Executive Committee, and their terms will expire on 31 December.

3.4 (The duties of the Standing Committees will be available from RAD in the *RAB Operations Manual*, and *IEEE Bylaws*)

ARTICLE IV – Management

4.1 The management of the Section shall be by the Section Executive Committee, which shall consist of the elected officers, the Past Section Chair and the following:

Standing Committee Chairs

4.2 A majority of the Section Executive Committee shall constitute a quorum, provided that delegates elected by the Section membership are at least one greater in number than delegates appointed to the Committee.

4.3 A majority of the Section Executive Committee present shall be necessary in the conduct of its business.

4.4 Meetings of the Section Executive Committee ordinarily will be held monthly and will be called by the Section Chair or by a request of any three members of the Section Executive Committee.

4.5 The fiscal year of the Section shall be 1 January – 31 December.

ARTICLE V – Nomination and Election of Officers

5.1 The Section Chair with the approval of the Section Executive Committee shall appoint a Nominating Committee consisting of 3 members, not then officers of the Section.

5.2 The nominations of the Nominating Committee will be announced to the Section membership and, following this, a minimum of 28 days allowed for additional nominations by petition. To be valid, the petition must be signed by 25 or more voting members or 2% of the Section membership, whichever is fewer.

- 5.3 If only one nomination is made for each office, the election will be made at the Annual General Meeting. If additional nominations are made, election will be by ballot, mailed to the membership with the vote counted by a Tellers Committee, appointed by the Section Chair.
- 5.4 The timetable for this procedure is as follows:
- | | |
|---|----------------------------------|
| Appointment of Nominating Committee: | 1 st meeting February |
| Announcement of Nominations: | July meeting |
| Close Nominations by Petition: | 28 days after July meeting |
| Hold Election: | After September meeting |
| If required a ballot shall be mailed after: | After September meeting |
| Result of Election announced | October meeting |
- 5.5 A plurality of the votes cast shall be necessary for election.

ARTICLE VI – Business Meeting

- 6.1 In order to transact business at a Section meeting, at least 7 members must be present to constitute a quorum.

ARTICLE VII – Finances

(See financial procedures in RAB Operations Manual – Section 9.4.J)

- 7.1 The Section Treasurer and Section Chair must approve all expenditures of Section funds
- 7.2 Without prior authorization of the IEEE Executive Committee, Section funds can be used only for normal operations of the Section. (See IEEE Policy & Procedure 11.4)
- 7.3 The Section Treasurer or Section Chair shall be authorised to draw funds as approved by the Section Executive Committee.

ARTICLE VIII – Amendments

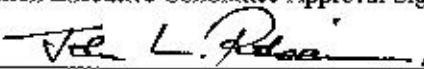


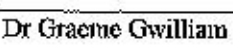
- 8.1 Proposals for amendments to these Bylaws may originate in the Section Executive Committee or by a petition signed by 7 or more voting members.
- 8.2 Amendments to or revocation of these Bylaws shall be in accordance with the *IEEE Bylaws*, *RAB Bylaws* and *RAB Operations Manual*.

ARTICLE IX – Section Dues and Funds

- 9.1 There shall be no Section dues payable by members. Emergency or extraordinary expenses shall be provided for by voluntary contribution from members of the Section.
- 9.2 The ordinary expenses of the Section shall be defrayed by funds supplied either by IEEE Headquarters either directly or by allocation from the Council or the Region. Funds within the Section from whatever source derived are the property of the IEEE and shall not be used for purposes other than the normal operations of the Section, as defined in IEEE Bylaw 404.7 or published interpretations of policy, without prior authorisation of the IEEE Headquarters Executive Committee.
- 9.3 No Officer, Executive Committee Member, or representative thereof shall have any authority to contract debts for, pledge the credit of, or any way bind the IEEE for those activities specifically prohibited in IEEE Bylaw 404.7 or published interpretation of policy.

- 9.4 The income and property of the NSW Section of the IEEE whencesoever derived shall be applied solely towards the promotion of the objectives of the Section and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise howsoever by way of profit to the members of the Section provided that nothing herein shall prevent the payment in good faith of remuneration to any officer or servant of the Section or to any member of the Section in return for any services actually rendered to the Section or reasonable and proper rent for premises let by any member to the Section.
- 9.5 If upon the winding up or dissolution of the NSW Section of the IEEE there remains after the satisfaction of all its debts and liabilities and property whatsoever the same shall not be paid to or distributed among the members of the Section but shall revert to the IEEE.

Section Executive Committee Approval Signatures:

 Mr John L Robinson	Chair	 Dr Trevor Bird	Vice Chair
 Dr Andrew Parfitt	Hon Secretary	 Dr Graeme Gwilliam	Hon Treasurer

Date 3 April 2000

Prof Takuo Sugano Region 10 Director

April 2000