IEEE COMPUTER SOCIETY BYLAWS

Bylaws changes adopted: major changes proposed to the society structure

Major bylaws changes were approved at the last two meetings of the society’s Board of Governors; the entire bylaws—including the changes—are presented on the following pages. Some of the most important changes are summarized below:

The new bylaws allow for the creation of a number of "technical interest councils" (TICs). Each council is composed of the technical committee chairman, related Transactions editor, and members-at-large chosen by the council chairman. The TICs represent groups of related technical interests which collectively will assure coverage of membership interests across the total hardware, software, and computer applications spectrum. Members of a council will work together to promote or sponsor technical activities in publications, conferences and meetings, and other key areas of interest to the society within their span of technical responsibility. Each council will be chaired by a vice-president of the society.

The chairman of the Publications Committee and Conferences Committee will be vice-presidents of the society. As such they will be elected by the Governing Board from the members of the board—this being a requirement of our society's Constitution. (Removal of this requirement is presently being deliberated.) Because of the importance of publications and conferences in the society’s activities, the board has decided that the individuals most responsible for these activities shall be officers of the society and shall report to the board. In addition, the chairman of the several technical interests councils as well as the chairman of the Chapters Activities Committee will be vice-presidents.

There will be an Inter-TIC Affairs Committee which will coordinate the activities of the several technical interest councils. The chairman of this committee shall be the vice-president for technical affairs and will be a member of the Executive Committee.

A new committee, the Conferences Committee, is created to replace the existing Conferences and Meetings Committee. In addition to assuming the current activities of the Conferences and Meetings Committee, it will also have responsibility for overseeing the work of the two COMPCON Standing Committees.

The Executive Committee of the society will consist of the president, junior past president, secretary, treasurer, and the chairman of the Publications, Conferences, Chapter Activities, and Inter-TIC Affairs Committees. The first and second vice-presidents will also serve as chairman of the Chapter Activities Committee and the Inter-TIC Affairs Committee.

Many of these new bylaw provisions will become effective during 1977; however, because of time constraints, some sections will not be fully implemented until the first of 1978.
4) It shall be the duty of each member of the society to vote on such matters as require a referendum. Each member should keep the board informed of his views and may attend all meetings but may not introduce motions, vote, or preside.

Section 3: Qualifications
1) The member grade is a professional grade limited to those who have demonstrated professional competence in the fields of electrical engineering, computer sciences, or the related arts and sciences. These fields shall be construed to encompass all phases of computer engineering, computer programming, and data or information processing, including its computer-related acquisition, transmission, and display. For admission or transfer to the grade of member, a candidate shall either:
   a) belong to the IEEE in a professional grade, or
   b) belong to an approved society in an equivalent professional grade, or
   c) have graduated from an academic course of study in a field of interest of the society of at least four years duration, or its equivalent in an accredited school, or
   d) have demonstrated competence in work of a professional character for at least three years and be recommended by three society members.
2) The associate grade is open to IEEE associates and to those persons not qualified for member status whose interests lie within the scope of the society.
3) The student grade is available to persons carrying at least 30% of a normal full-time program as a registered student and whose interests lie within the scope of the society.
4) IEEE members are not eligible to join the society without maintaining their membership in the IEEE. A former IEEE member may join the society without reestablishing his IEEE membership only if he certifies that his professional field of interest has changed to become apart from the general interests of the IEEE. However any student member of the IEEE is eligible to join the society without becoming an IEEE member if his field of interest is more closely aligned with the Computer Society than the IEEE.

Section 4: Applications, Admissions, and Transfers
1) Each application for admission to membership or for transfer to a higher grade shall include sufficient evidence of eligibility, together with the required number of suitable references.
2) The Admissions and Advancement Committee shall recommend a list of equivalent grades in approved societies for approval by the Board of Governors and submission to the IEEE.
3) The Admissions and Advancement Committee, or those they designate, will review all applications for admission and transfer, except for IEEE members in good standing, with respect to the qualifying criteria. It will act to accept or reject applicants on behalf of the Board of Governors. It shall cause each applicant to be notified promptly of its action, with reasons in case of rejection. It may suggest a different grade of membership than the grade applied for.

Section 5: Resignations and Terminations
1) A member in good standing may resign by submitting a written resignation to the secretary.
2) Subject to the approval of the admissions and Advancement Committee, a resigned member may resume his membership upon payment of current dues.
3) Members who become delinquent in the payment of fees shall be treated in accordance with pertinent IEEE rules and procedures.

ARTICLE II
Nominations and Elections

Section 1: Nominations to the Board
At least four weeks prior to consideration by the Governing Board, the Nominations Committee shall submit to the board a list of nominees for the board. Additional nominees may be submitted by written petition signed by one third of the board members and filed with the secretary at least 10 days prior to the above meeting. The board shall select by secret ballot a number of nominees equal to the number of vacancies, and the names of those nominees shall then be published in Computer. In the same issue there shall be a request for petitions for additional nominees. Additional nominees may be named by signature of at least 50 members with each member eligible to sign only one petition of one candidate.

Section 2: Board Elections
Board elections are as follows: If qualified nominations are received by membership petition, they shall be added to the board’s selections and submitted to the society membership for a vote. Those receiving the highest number of votes shall be elected. If there are no additional nominees by membership petition, the board’s selection of nominees shall be deemed elected.

Section 3: Candidates
The Nominations Committee shall be directed to solicit the membership at large for suitable board nominees and shall consider in its proposals those factors which will promote the equitable representation of the society’s technical and geographic interests.

Section 4: Officer Nominations
Four weeks prior to the annual meeting, the Nominations Committee shall submit the names of persons it proposes for president, first vice-president, and second vice-president of the board. One or more nominees shall be proposed for each of these offices. The nominees shall be selected from the present voting members of the board, including the current president and vice-presidents. At the same time as it submits the nominees for president, first vice-president, and second vice-president, the Nominations Committee shall submit the names of such additional persons it proposes for vice-president who, with the above first and second vice-president nominees, will fill the vice-presidential positions provided for elsewhere in these bylaws. Additional nominees for any position may be selected by written petition of one percent of the society members or by one third of the board members and filed with the secretary at least 10 days prior to the annual meeting.

Section 5: Officer Elections
A majority vote of the voting board membership is required to elect a candidate. Voting shall be by secret ballot.

Section 6: Assumption of Duties
1) The current president of the board shall inform the successful candidates of their elections and shall arrange for the transfer of responsibilities.
2) Newly elected members of the board and officers shall assume office on January 1.
3) If, for any reason, the new officers or the board cannot assume their duties, the incumbents shall continue in office until the transfer can be arranged.
Section 7: Qualifications
The total continuous time served on the board, excluding any years served as president, vice-president, or junior past president shall not exceed three terms. No one shall be eligible to serve as president for more than two consecutive years. No one shall serve in any position for which a vice-president of the society is specified in the bylaws for more than two consecutive years. Filling an unexpired term for more than half of the term shall count as a full term.

Section 8: IEEE Director Nominations
During years when the IEEE division which comprises the Computer Society is to elect a member to the IEEE Board of Directors, the Nominating Committee shall nominate at least three society members who are IEEE members for consideration as nominees. The president shall recommend at least three nominees to the Governing Board for their approval; the board may add to or substitute for the proposed nominees. The approved names shall be transmitted to the IEEE as society nominees.

ARTICLE III

The Governing Board

Section 1: Meetings
The Governing Board shall hold its annual meeting during September, October, November, or December of each year. At least two additional meetings shall be held each year.

Section 2: Order of Business
The order of business at each annual meeting of the board shall include election of officers.

Section 3: Notice of Meetings
No meeting of the board shall be held to transact business unless each member has been notified of the time and place of the meeting 20 days prior to the scheduled date of the meeting.

Section 4: Quorum
A roll call shall be taken at the beginning of each board meeting. The secretary shall record the names of those voting members present or represented by proxy and announce whether a quorum exists. If less than a quorum attends a duly called meeting, tentative actions may be taken which will become effective upon subsequent ratification, either at a future meeting, or by mail to a majority of all the voting members of the board. Minutes of such a meeting, with a separate ballot for each question to be ratified by mail balloting, shall be mailed by the secretary to each member of the board. Ballots must be returned within 30 days of mailings to be counted.

Section 5: Change of Meetings
Meetings of the board may be advanced, postponed, or cancelled only by consent of a majority of all the voting members of the board not less than 14 days before the original date or the new date set for the meeting, whichever is earlier. The annual meeting cannot be cancelled.

Section 6: Recording of Board Activities
The secretary shall transmit in writing within 20 days after their adoption all motions, directives, and orders of the board to the persons or members affected. He shall transmit a complete and accurate copy of the minutes of all meetings of the board to all members of the board, chapter chairmen, chairman of the standing committees, and designated IEEE groups, boards, and committees within 30 days after the meeting.

ARTICLE IV

Executive Committee

Section 1: Composition
The president shall be chairman of the Executive Committee; other members shall be the first and second vice-presidents, the junior past president, the secretary, the treasurer, the chairman of the Publications Committee, the chairman of the Nominations Committee, the chairman of the Chapter Activities Committee, and the TIC Affairs Committee chairman.

Section 2: Delegation of Board Authority
The Executive Committee shall act for the Governing Board on subjects for which it has been authorized by the board.

Section 3: Recommendations to the Board
The Executive Committee shall make recommendations to the board for matters which require board approval.

Section 4: Quorum
A quorum shall consist of five members. A majority vote of those present is required to transact business. Proxies shall not be allowed.

Section 5: Conduct of Business
Meetings of the Executive Committee shall be open to board members and others on the invitation of the president. The president shall have the sole power to call a meeting of the Executive Committee. In the event that the president is incapacitated or otherwise unavailable, the first vice-president shall have the authority to call a meeting.

ARTICLE V

Powers, Privileges, Duties, Fees

Section 1: Presidential Votes
The president shall be an ex officio member of all standing committees and also of the committees and boards of the IEEE and other organizations as designated by the board. He may exercise his vote on the board only to break a tie
or in the election of officers and members of
the board or other occasions when the vote is by
secret ballot.

Section 2: Ad Hoc Committees
The president may appoint such ad hoc com-
mittes as he may deem desirable.

Section 3: Representatives to Other Organizations
The president shall appoint representatives
duly constituted organizations as may be pro-
vided for by the Computer Society or the IEEE.
The president may designate any or all of the rep-
resentatives as ex officio members of the board.

Section 4: Vice-Presidential Duties
The president considers the recommendations of
the Nominations Committee and assigns the vice-
presidents to those positions where a vice-presi-
dent of the society is specified by the bylaws.
The president shall assign the first and second vice-presidents, one to a TIC vice-presidential position and the other to one of the positions of vice-president for chapter activities, publications, or conferences.

Section 5: The first vice-president shall act in place of
the president in the latter's absence.

Section 6: The second vice-president shall act in place of
the president in absence of both the president and the first vice-president.

Section 7: If for any reason the best interests of the society require a change in the officers of the board during the year, the matter shall be duly and carefully considered by the board. A majority vote of the entire board or a petition signed by two percent of the members of the society and submitted to the board shall be necessary to call a board meeting, denoting the purpose of the meeting in the meeting notice, or to con-
sider and vote upon a recommended change. A two-thirds vote of the entire voting membership of the board shall be required to declare an office vacant. The vacant office may be filled for the unexpired term upon nominations from the floor.

Section 8: The society fees shall be set by the board in accordance with IEEE guidelines.

ARTICLE VI
Standing Committees

Section 1: The standing committees shall include the fol-
lowing:
1) Chapter Activities Committee
2) Technical Interest Council (TICs)
3) Finance Committee
4) Publications Committee
5) Conferences and Meetings Committee
6) Membership and Transfers Committee
7) Education Committee
8) Student and Faculty Relations Committee
9) Fellows Committee
10) Awards Committee
11) Nominations Committee
12) Computer Standards Committee
13) Inter society Relations Committee
14) Constitution and Bylaws Committee
15) Admissions and Advancement Committee
16) COMPCON Steering Committee

Section 2: Each committee chairman shall be an ex officio
member of the board. He shall have no vote
unless he holds one as an elected member of the
board, president, vice-president, or junior past
president. Committee chairman shall hold office
for one year coextensive with the term of office
of the president, except as otherwise noted in
these bylaws.

Section 3: Each committee chairman shall appoint the mem-
ers of his committee, except as otherwise speci-
ied. Ex officio members of committees shall have
no vote unless otherwise specified.

Section 4: Each standing committee shall have the power to
create subcommittees of its own selection.

Section 5: Chapter Activities Committee
1) The committee, working through the area com-
mittes, shall promote the organization of chapters of society members. This committee
shall function as a communication link be-
tween the board and the chapters activity of
the society.
2) The committee should be responsible for re-
viewing, evaluating, and initiating changes in
the policies and manuals governing area com-
mittes and chapters.
3) The committee shall be responsible for recom-
mending formation, reorganization, and termi-
nation of area committees.
4) The committee shall evaluate requests for-
warded from the IEEE for formation of new
chapters and shall recommend to the president
appropriate responses.
5) The chairman of the Chapter Activities Com-
mitee shall be a vice-president.

Section 6: Technical Interest Council
The Technical Interest Council collectively shall
be responsible for serving the technical interests
of the society membership across the society's
computer and information processing scope. The
TICs, directly and through the technical com-
mittes, provide support for the society's publica-
tions, promote conferences, meetings, and sym-
posia, and act as a technical resource for other
society functions and obligations. This shall in-
clude, for each TIC, support of an affiliated
Transactions, responsibility for assigned technical
committees, recommendations for initiating,
merging, reviewing, and terminating or combining
technical committees, and support of member-
ship interests in those technical areas not cov-
ered by technical committees.
A TIC Affairs Committee serves to aid in inter
and overall TIC coordination and reporting. The
committee is chaired by the first or second
vice-president as designated by the president.

Section 7: Finance Committee
The Finance Committee shall be responsible for
long-range fiscal planning and for periodically
reviewing the fiscal affairs of the society. It
shall make recommendations on financial policy
to the Governing Board, when warranted, and
shall review the annual budget in advance of its
submission to the board and to the IEEE. The
 treasurer shall be an ex officio member of the
Finance Committee.

Section 8: Publications Committee
1) The Publications Committee shall formulate
the publication policies of the society and
oversee their execution, recognizing that one
of the primary goals of the Computer Society
is the dissemination of information in its area of
interest through suitable publications.
2) The chairman of the Publications Committee
shall be a vice-president of the society, and
will be known as the vice-president for publi-
cations.
3) The Publications Committee shall recommend
to the president, at various times as required,
at least one candidate for each of the following
positions:
a) editor-in-chief,
b) editor of Transactions on Computers,
c) editor of Transactions on Software Engi-
neering, and
d) technical editor, Computer Magazine. The Publications Committee shall recommend an editor for the Transactions only after consultation with, and the concurrence of, the appropriate Technical Interest Council. These individuals will be known as senior editors of the Computer Society. Additional positions of senior editors may be created by action of the Board of Governors.

4) The one or more candidates for each position of senior editor shall be recommended by a majority of the members of the Publications Committee, only after discussions of the relative qualifications of all candidates for any of the above positions. The president, with the advice and consent of the board, shall appoint all senior editors for a definite period not to exceed two years.

5) The Publications Committee shall recommend an individual as editor-in-chief. The president, with the advice and consent of the Governing Board, shall appoint the editor-in-chief for a definite period, not to exceed two years. The editor-in-chief is responsible to the vice-president for publications and serves to advise him and the senior editors on operational matters and in the implementation of policy relating to publications. He is an ex officio member of the Publications Committee and the TIC Affairs Committee. The editor-in-chief shall be responsible for all other publications which are not limited to the IEEE Press publications and tutorial publications. However, with the concurrence of the editor-in-chief, such tasks may be delegated to a special editor or editor-at-large. The vice-president for publications may serve concurrently as editor-in-chief.

6) The senior editors are ex officio non-voting members of the Publications Committee. Compensation, if any, for the positions of senior editor will be set by the board. The senior editors will have full authority and responsibility for selecting their staffs and referees, for selecting and editing submissions for publications. Associate editors shall be appointed by the responsible editor only after a discussion of their qualifications with the Publications Committee.

7) The president, upon recommendation of the Publications Committee and with the advice and consent of the board may remove a senior editor from office.

Section 9: Conferences and Meetings Committee

1) The policy and programs with respect to meetings sponsored or co-sponsored by the society, or in which any society participation is involved except the society's annual COMPCON conferences, shall be formulated, guided, and evaluated by the Conferences and Meetings Committee. The committee shall encourage the authorship and presentation of papers in the society's field of interest. The committee shall, as needed, prepare recommendations for new meetings and for people to manage them. This committee shall be responsible for coordinating all of the society's technical meeting activities, except the society's annual conferences. The committee shall cooperate with the TICs and technical committees in the planning and execution of special interest meetings and workshops. The Conferences and Meetings Committee reports to the vice-president for conferences.

2) The review, selection, and publication of papers presented at a meeting shall be the responsibility of the people selected to manage the meeting. Publication of these papers, including preprints by means other than those covered in Section 6, shall also be the responsibility of the people who manage the meeting but shall be consistent with the policies of the society as established by the Governing Board.

Section 10: Membership and Transfers Committee

The Membership and Transfers Committee shall plan and develop methods of extending the membership of the Computer Society and promoting transfers in grade towards the end that all members shall occupy the highest grade for which they are qualified.

Section 11: The Education Committee

This committee shall be responsible for formulating and implementing activities which further the education of any individual interested in a career in fields of interest of the society. The scope of activities includes supplementing the formal education obtainable from the usual college curriculum, aiding in the continuing education of Society membership, supporting academic institutions in the development of curriculum, and complementing the education of persons in computer-related or dependent fields.

Section 12: Student and Faculty Relations Committee

The Student and Faculty Relations Committee shall bring to the attention of students in the various disciplines associated with computer and information processing technology. It shall aid the faculty in fostering education in the various disciplines associated with computer and information processing technology. To maintain interest, it shall foster the dissemination to such students and faculty of information on computer and information processing technology in connection with educational activities, professional meetings, professional advances, and new applications.

Section 13: Fellows Committee

This committee shall be responsible for submitting nominations of qualified society members and assisting the IEEE Fellows Committee in recognizing IEEE members who, in its opinion, meet the qualifications for the grade of fellow because of contributions to the computer and information processing technology. The Fellows Committee shall consist of at least seven society members chosen from among those of fellow grade within the IEEE. The committee members shall be chosen by the chairman of the Fellows Committee.

Section 14: Awards Committee

This committee shall have the responsibility for: 1) nominating candidates for IEEE awards, as an action of IEEE Headquarters; and 2) selecting recipients for any awards being administered by the society in accordance with applicable award rules as approved by the board. The selection of the Awards Committee shall be final in all cases.

Section 15: Nominations Committee

The Nominations Committee shall consist of: (1) the junior past president of the Governing Board as committee chairman; (2) one member appointed by the junior past president; (3) one board member appointed by the president; (4) one society member, not a member of the board, appointed by the president. The Nominations Committee shall be appointed within four weeks after the election of the president.

Section 16: Computer Standards Committee

This committee shall be responsible for studying the needs for new or revised standards, pertinent to the interests of the society and for the creation of new committees or the activation of existing committees to consider these needs. Its program shall be coordinated with the IEEE Standards Committee, and it shall represent the society in coop-
Section 17: Intersociety Relations Committee
This committee shall be responsible for recommending relations with and corresponding with other IEEE and non-IEEE organizations including mergers and joint activities.

Section 18: Constitution and Bylaws Committee
This committee shall be responsible for reviewing, evaluating, and initiating changes in the constitution and bylaws of the society. It shall also be responsible for collecting and publishing the policy and procedures of the society.

Section 19: Admissions and Advancement Committee
The Admissions and Advancement Committee shall be concerned with determining whether the applicants meet the requirements of the constitution and bylaws, functioning primarily as a jury and acting as a guardian of the membership standards of the Computer Society. It shall function as described in Article I, Section 4.3.

Section 20: COMPCON Steering Committee
1) The COMPCON Steering Committee shall establish policy for the society's COMPCON conferences, and shall establish mechanisms for implementing the policy and for assuring high standards of excellence and continuity between successive conferences. The review, selection, and publication of papers presented at the annual conferences shall be the responsibility of the people selected to manage the meeting. Publication of these papers, including preprints by means other than those covered in Section 6, shall also be the responsibility of the people who manage the meeting but shall be consistent with the policies of the society established by the Governing Board.
2) There shall be a COMPCON Standing Subcommittee for each of the society's annual COMPCON conferences.
3) The COMPCON Committee is chaired by the chairman of the Conferences Committee who is a vice-president of the society. In addition to the chairman, the COMPCON Committee is composed of the chairman of each of the COMPCON Standing Subcommittees and other persons as the conferences chairman shall deem necessary.

ARTICLE VII

Area Committees

Section 1: The board shall establish area committees whose function shall be to provide assistance and coordination to the chapters in the area covered by the committee, including the following:
1) organization of local symposia and workshops;
2) organization of lecture series;
3) organization of sessions of large meetings; and
4) fostering education in the fields of interest of the society at universities, colleges, and schools.

Section 2: Area committees may be created, merged, or dissolved by resolution of the board. A resolution to form or change a committee should include the following information:
1) name of the proposed committee;
2) area to be covered by the new committee;
3) changes in areas covered by existing committees; and
4) tentative outline of a program of activities for approximately the first year.

Section 3: The committees will not be specialized in their technical interests, but may be active in any technical area within the scope of the Computer Society. However, their activities will be carried out within a given area, in general comprising several states, and will be oriented primarily to the society members in those areas as participants.

Section 4: In carrying out specific activities concentrated in one technical area, the committees shall work with the technical committee which covers that technical area, if one exists.

Section 5: Composition of an area committee—Each committee shall include as members the chairman of Computer Society chapters within its given area. The committee chairman may appoint other members in order to carry out the objectives of the committee effectively.

Section 6: The chairman of each area committee shall be an ex officio member of the board.

ARTICLE VIII

Technical Committees

Section 1: Technical committees shall be established by the board in special interest topical areas which lie within the scope of the society. The purpose of a technical committee is to provide the leadership in organizing such technical activities in its specialty area as:
1) sponsoring, co-sponsoring, and participating in technical meetings, sessions, and workshops;
2) organizing specialized sessions at larger meetings such as IEEE conventions, AFIPS conferences, etc.;
3) securing competent papers in the specialty for presentation and publication;
4) sponsoring special issues of publications;
5) cooperating with the Computer Standards Committee in establishing and maintaining standards;
6) arranging for preparation of bibliographies on topics falling within the specialty; and
7) informing interested society members of new developments, events, and literature in the field.

Section 2: Composition of a technical committee—Each committee shall be staffed with recognized, qualified, motivated workers in the specialty area. The size of a committee should be such that all of its members will be active participants in its work.

Section 3: Committees may be created, merged, or dissolved by resolution of the board. A resolution to form or change a committee should include the following information:
1) name of the proposed committee;
2) scope of the proposed committee; and
3) tentative outline of a program of activities for approximately the first year.

Upon establishment of the new technical committee, the president shall appoint a chairman. Such appointments shall be for a term ending with the fiscal year of the society, but may be extended through the following fiscal year.

Section 4: The chairman of each committee shall be an ex officio member of the board. The chairman of the committee shall appoint its members for terms of one year but may renew the appointments indefinitely.

Section 5: Technical committees are assigned to the TICs. The TC chairman reports to the vice-president of that TIC closest to the activities of that TC, and the TC chairman is a member of that TIC council. The TIC Affairs Committee will determine those TC's with significant activities in more than one TIC area and those TC's will be represented on more than one TIC council.