

Region 5; R5; Southwestern USA - Region 5

R50051 New Orleans Section



IEEE
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13 January 2000

Francis Grosz, Jr
[Redacted]

Francis Grosz, Jr
[Redacted]

Dear Francis:

As I explained in a letter to all current Section Chairs in November, all Sections and Councils are asked to review and update their bylaws in order to comply with IEEE Bylaws, Policy and Procedures and the IEEE RAB Operations Manual.

In order to assist you in the process of updating your unit's bylaws, we have enclosed the following materials in this packet:

- A copy of your unit's last approved bylaws on file
- The IEEE Bylaws Guide for Sections and Councils, which includes a template for developing unit bylaws *
- IEEE RAB Operations Manual Section 9 (Geographic Entities)

There are several items of importance that should be addressed when reviewing your unit's bylaws. In particular:

- Calendar year term of office for your unit's leadership
- Managing unit funds on a calendar fiscal year
- Revised definition of the term "quorum" in relation to unit management

Please note that units are required to be in compliance by 31 December 2001. If you find that your unit will not be able to comply with these requirements due to government regulation, please communicate this fact to your Region Director, with a copy to me. Please note that Region Directors are authorized to make exceptions to RAB Operations Manual requirements, provided those exceptions do not conflict with IEEE Bylaws.

After you have reviewed your bylaws for compliance utilizing the documents enclosed in this packet, please forward a copy (preferably electronically) to Maria Vuolo (m.vuolo@ieee.org) in Section/Chapter Support. Be sure to include the date of revision on the bylaws. Section/Chapter Support staff are available to assist you with your bylaws inquiries. Please do not hesitate to contact us at sec-bylaw@ieee.org or +1 732 562 5511.

Sincerely,

Tracy L. Hawkins

Tracy Hawkins
Manager, Section/Chapter Support

* Please note that all documents referenced in this letter are available on the Internet at <http://www.ieee.org/ra/scs> by clicking on "Bylaws".

The Institute of Electrical and Electronics Engineers, Inc.

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10 November 1999

Francis Grosz, Jr
[REDACTED]

Dear Francis:

Beginning in 2000, the IEEE Regional Activities Department will be reviewing all IEEE Section and Council bylaws to determine their compliance with the recently revised IEEE Bylaws, Policy & Procedures and the RAB Operations Manual. It is important that each unit's bylaws be updated and compliant with the current version of the IEEE bylaws, IEEE Policy and Procedures, and RAB Operations Manual. After 1 January, 2000, we will be sending a complete package of information to you. This package will include the NEW ORLEANS Section's most recent bylaws, dated 1972.

In order to assist you in the process of updating your unit's bylaws, we have made available the IEEE Bylaws Guide for Sections and Councils, which includes a template for developing bylaws. The Bylaws Guide and the template are available on our web page (www.ieee.org/ra/scs). The template is available as a Word document, downloadable from the web. Also available is the RAB Operations Manual at www.ieee.org/organizations/rab/rab. This document is also helpful in the process of developing bylaws and understanding what is expected of your unit. Hard copy of both the Bylaws Guide and the appropriate sections of the RAB Operations Manual will be in the package of material you receive in January.

Please note that recently established requirements include a calendar year term of office for your unit's leadership as well as managing your unit's funds on a calendar fiscal year. Units are to be in compliance by 31 December, 2001. If you find that your unit will not be able to comply with either of these requirements due to government regulation, please communicate this fact to your Region Director, with a copy to me.

If you have recently updated your bylaws, please forward a copy of that document to Maria Vuolo in Section/Chapter Support as soon as possible. If you do not have a copy of your bylaws, and you would like to receive one at this time, please contact Maria to obtain one. Please review the bylaws for compliance, utilizing the documents mentioned above. Section/Chapter Support staff are available to assist you in this process with reference documents, templates, and advice. Please do not hesitate to contact us at sec-bylaw@ieee.org.

Sincerely,

Tracy L. Hawkins

Tracy Hawkins
Manager, Section/Chapter Support

BY-LAWS
FOR
NEW ORLEANS SECTION
THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS

ARTICLE I
Name

This organization shall be known as the New Orleans Section of The Institute of Electrical and Electronics Engineers, *Inc., hereinafter referred to as "The Section"*.

ARTICLE II
Organization and Scope

SEC. 1. It is the object of this Section to further the aims and ideals of the ~~Institute~~ *IEEE* and to promote the welfare of its own members through the holding of meetings and field trips for the study of subjects of an engineering or scientific nature or of interest and value to ~~Institute~~ *IEEE* members.

SEC. 2. The territory served by this Section shall be as designated in the Institute By-Laws and as decreed by the Board of Directors of the Institute.

ARTICLE III
Membership

SEC. 1. Members of this Section shall be of two classes: Regular Members and Student Members as defined in the following paragraphs:

SEC. 2. Regular members of this Section shall be defined as those ~~I.E.E.E.~~ *IEEE* Honorary Members, Life Members, Fellows, Senior Members, Members, Associates in good standing and having residence within the jurisdiction of this Section. Only regular members shall be entitled to vote or hold office, except that Associates may not hold any office.

SEC. 3. Student members of this Section shall be defined as those ~~I.E.E.E.~~ *IEEE* enrolled Students in good standing and residing within the jurisdiction of the Section. Student members shall not be entitled to vote or hold office.

ARTICLE IV
Officers

SEC. 1. The officers of the Section shall be a Chairman, a Vice Chairman, a Secretary-Treasurer, and three additional members of the Executive Committee, all of whom shall hold office for one year beginning on June 1, which will also be the fiscal year of the Section. The Chairman, however, at the expiration of the term for which he is elected shall, as Junior Past-Chairman, be a member, ex-officio, of the Executive Committee. All officers shall be eligible for re-election. They must be Life Members, Fellows, Senior Members, or Members of the Institute. *Honorary members,*

ARTICLE IV (Continued)
Officers

SEC. 2. The Chairman, Vice Chairman, and the Secretary of the Section shall occupy the offices of Chairman, Vice Chairman, and Secretary, respectively, of the Executive Committee.

SEC. 3. The Chairman shall have general supervision of the affairs of the Section, under the Executive Committee. He shall preside at meetings and shall perform such other duties and have such other powers as may be provided for in these By-Laws or as may be delegated to him by the vote of the Section.

SEC. 4. The Vice Chairman shall perform the duties of the Chairman in the absence of the Chairman. In his absence, these duties may be performed by any other member *designated by a majority vote of* the Executive Committee.

SEC. 5. The Secretary-Treasurer shall perform the duties usually devolving upon the office of Secretary of an organization. In addition, he shall report to the General Manager of the Institute the proceedings at all meetings, within a reasonable time after each meeting. He shall also act as the Treasurer of the Section. He shall have such other duties as may be assigned to him by the Executive Committee.

SEC. 6. The Executive Committee shall be the governing body of the Section and shall direct the management of its affairs. It shall meet at such times as may be found necessary. Meetings may be called at any time upon the request of the Chairman or of any three members of the committee. A quorum shall consist of four or more members.

SEC. 7. Any officer may be removed for cause by the Executive Committee at any Executive Committee meeting upon the vote of at least 75 per cent of the total Executive Committee membership, provided a motion to that effect shall have been made at a similar meeting at least thirty days before and provided that a copy of such motion together with a statement of charges shall have been delivered forthwith to the officer in question. Such officer shall have the right of defense.

SEC. 8. Any vacancy occurring during the year shall be filled by appointment *by a majority vote of the members present at a meeting of* the Executive Committee *for the remainder of the unexpired term.*

ARTICLE V
Nominations

SEC. 1. The Nominating Committee shall be composed of three members, the three most recent Past Chairmen who are able and willing to serve. The Section Chairman shall assume the duty of forming the Nominating Committee and the Senior Past Chairman in this group shall be its Chairman. This Nominating Committee shall meet not later than February 1 and shall announce the slate at the next regular meeting. *See Addendum 1.

SEC. 2. The Nominating Committee shall nominate one candidate for Chairman, one candidate for Vice Chairman, one candidate for the office of Secretary-Treasurer and three candidates for three offices for Members-at-Large of the Executive Committee.

SEC. 3. The Nominating Committee shall guide its actions by the following specific provision:

The nominees for the offices of Chairman, Vice Chairman and Secretary-Treasurer shall have served as members of the Executive Committee.

ARTICLE V (Continued)

Nominations

SEC. 4. Nominations for any or all offices may be made by petition under the following provisions: (Such nominations are not to be restricted by the provision given the Nominating Committee.)

- a. Such petition or petitions must bear the personal signature of at least ten per cent or 25 regular members of this Section, whichever is the smaller.
- b. Such petition or petitions must be delivered to the Secretary-Treasurer not later than March 1.
- c. The nominee or nominees covered by such petition or petitions shall be included in the regular ballot and designated as such.

ARTICLE VI

Elections

SEC. 1. Not later than March 25 of each year, the Secretary-Treasurer shall prepare and mail to each regular member of this Section an official ballot, together with a preaddressed return envelope and a smaller unmarked and unidentified inner-envelope.

SEC. 2. The official ballot shall contain the names of all nominees duly proposed in accordance with these By-Laws.

SEC. 3. The official ballot shall contain also one blank space for each office, which space may be used by voting members for the purpose of writing in an alternate name.

SEC. 4. Only official ballots shall be counted and, to be accepted, shall be enclosed in the sealed, unidentified inner-envelope. This inner-envelope shall be enclosed in a sealed outer mailing envelope which must bear the identifying signature of the voting member and which must reach the Secretary-Treasurer not later than 12 o'clock, noon, April 15.

SEC. 5. A committee of three or more tellers who are not candidates for office shall be appointed by the Section Chairman prior to April 15 of each year. This committee shall receive from the Secretary-Treasurer, unopened, all election ballots received by the Secretary-Treasurer in accordance with these By-Laws, and the Secretary-Treasurer shall check the names on the outer envelope against the authentic, up-to-date list of the regular members of this Section, separating unopened, any and all, ballots from ineligible persons. The results of the election shall be typed in triplicate, bearing the personal signature of all members of the committee of tellers, together with the date of the count. One such copy shall be delivered by April 25 to the Secretary-Treasurer and Chairman. The third such copy shall remain in the possession of the Chairman of the committee of tellers at least until after publication of the announcement of the election results. The copy delivered to the Secretary-Treasurer shall be retained in the permanent files of the Secretary-Treasurer.

In case of a tie in the votes for any office, it shall be resolved in favor of one of the candidates so tied by a majority of the votes cast by the members of the Executive Committee at a meeting to be called immediately after the count of votes by the tellers. A record of such vote shall be entered in the minutes of said meeting of the Executive Committee.

ARTICLE VI (Continued)
Elections

SEC. 6. At the Section meeting immediately following the annual election, the presiding officer shall read the report of the committee of tellers and shall declare duly elected the eligible candidates receiving the greatest number of votes for each office.

SEC. 7. Duly elected officers shall assume their official duties on the first day of June immediately following their election and shall hold office for one year or until their successors take office.

ARTICLE VII
Committees

SEC. 1. The Section Chairman shall appoint chairmen of such standing and special committees as may be considered desirable, subject to the approval of the Executive Committee. Standing Committees of this section shall include a Membership Committee, a Program Committee, and a Public Relations Committee. *awards, Student Activities*

SEC. 2. The personnel of any standing or special committee may be appointed by its chairman subject to the approval of the Executive Committee.

SEC. 3. The terms of all committees shall coincide with those of the Section officers.

ARTICLE VIII
Meetings

SEC. 1. Unless otherwise ordered by the Executive Committee, Section meetings shall be held monthly from September through June.

SEC. 2. Regular members of this Section shall be notified of the time and place of each Section meeting and of the subject to be presented at the meeting. The Student Branches within the territory served by this Section shall be notified of the subject, time, and place of Section meetings.

SEC. 3. Special meetings may be called at any time by the Executive Committee upon written notice thereof being mailed to all regular members in advance of the meeting.

ARTICLE IX
Dues

SEC. 1. There shall be no local section dues.

ARTICLE X
General

SEC. 1. Five percent or not less than twenty of the voting members of the Section, whichever is greater, shall constitute a quorum for the transaction of business at all meetings. A quorum may be waived, however, at meetings where the proceedings do not require a vote to be taken.

SEC. 2. A majority shall constitute a quorum at all committee meetings.

ARTICLE X (Continued)
General

SEC. 3. The Chairman shall be the official delegate of the Section during his term of office. In the event of the Chairman's absence or inability to attend, his place shall be filled by the Vice Chairman, Secretary-Treasurer or a member of the Executive Committee. *designated by*

SEC. 4. In order to provide for the proper handling of the routine work of the Section and the management of its affairs, the Executive Committee may adopt in connection with these By-Laws such rules and regulations as may be found necessary, but no rule or regulation shall be adopted which will conflict with these By-Laws or with the Constitution and By-Laws of the ~~Institute~~. *1822.*

ARTICLE XI
Subsections

SEC. 1. Subsections shall be subject to the By-Laws of the Section and shall be under the general jurisdiction of the Section Executive Committee.

SEC. 2. The territory and limits of the subsections shall be subject to definition and change by the Section Executive Committee.

SEC. 3. The subsection shall have at least two elected officers, a Chairman and a Secretary-Treasurer. The subsection shall have an executive committee and such other committees as provided in the By-Laws of the Section.

SEC. 4. Any vacancy occurring in the offices of the subsection shall be filled by appointment of the Chairman of the subsection or of the Executive Committee of the subsection if one exists.

SEC. 5. All committee chairmen shall be appointed by the subsection Chairman.

SEC. 6. The personnel of any standing or special committee shall be appointed by the Chairman of the committee with the approval of the Executive Committee of the subsection.

SEC. 7. Finances of the subsection shall be operated on an annual budget approved by the Section Executive Committee. Expenditures from Section funds shall not exceed the annual budget without prior approval of the Section Executive Committee.

SEC. 8. The Nominating Committee for subsection officers shall be composed of three members: its most recent available past Chairman and two members appointed by the subsection Chairman. The subsection Chairman shall assume the duty of forming the Nominating Committee, and the past subsection Chairman shall be chairman of this committee. This committee shall meet not later than February 1 and shall announce its slate at the next regular meeting. They shall nominate one candidate for Chairman and one candidate for Secretary-Treasurer. Nominations for any office may also be made by petition, provided such petition bears the personal signature of at least ten regular members of the subsection and such petition is delivered to the Secretary-Treasurer of the subsection not later than March 1. The results of the balloting shall be transmitted to the Section Secretary-Treasurer by April 25. Duly elected officers shall assume their official duties on the first day of June succeeding their election and shall hold office for one year or until their successors take office.

ARTICLE XI (Continued)
Subsections

SEC. 9. Regular meetings shall generally be held monthly, from September through June, at such times and places as may be designated by the Subsection Chairman.

ARTICLE XII
Amendments to By-Laws

SEC. 1. Proposals for amendments may originate in the Executive Committee or by petition.

SEC. 2. Petitions for amendments must bear the personal signatures of at least twenty per cent or one hundred regular members of this Section, whichever is smaller, together with the date of each signature.

SEC. 3. Amendments proposed by petition shall be submitted for vote within sixty days of the receipt of the petition or petitions by the Secretary-Treasurer.

SEC. 4. Proposed amendments in full shall be submitted, in a form to clearly indicate the change being proposed, to each regular member of the Section for ballot. The votes cast shall be counted by the Executive Committee, at its next meeting following the closing date of the balloting which shall be fifteen days after the mailing of the ballots by the Secretary. A proposed amendment shall be declared adopted and shall become effective if a majority of the votes cast are affirmative and when a true copy thereof, together with a record of the count of votes, shall have been certified by the Secretary-Treasurer for inclusion in the minutes of the said meeting.

SEC. 5. The Executive Committee may, at its discretion, refuse to resubmit a defeated proposal within the current fiscal year.

ADDENDUM NO. 1

For 1963 and 1964, the nominating committee shall be composed of the three most recent Past Chairman of A.I.E.E. and I.R.E. Sections who are able and willing to serve.

For 1965, the nominating committee shall be composed of the two most recent Past Chairman of A.I.E.E. and I.R.E. Sections and the Past Chairman of I.E.E.E. who are able and willing to serve.

For 1966, the nominating committee shall be composed of the most recent Past Chairman of A.I.E.E. and I.R.E. Sections and the two Past Chairman of I.E.E.E. who are able and willing to serve.

For 1967, this addendum will be canceled.

BY-LAWS
FOR
NEW ORLEANS SECTION
THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS

ARTICLE I
Name

This organization shall be known as the New Orleans Section of The Institute of Electrical and Electronics Engineers.

ARTICLE II
Organization and Scope

SEC. 1. It is the object of this Section to further the aims and ideals of the Institute and to promote the welfare of its own members through the holding of meetings and field trips for the study of subjects of an engineering or scientific nature or of interest and value to Institute members, and by sponsoring programs and activities of benefit to the profession.

SEC. 2. The territory served by this Section shall be as designated in the Institute By-Laws and as decreed by the Board of Directors of the Institute.

ARTICLE III
Membership

SEC. 1. Members of this Section shall be of two classes: Regular Members and Student Members as defined in the following paragraphs:

SEC. 2. Regular members of this Section shall be defined as those I.E.E.E. Honorary Members, Life Members, Fellows, Senior Members, Members, and Associates in good standing and having residence within the jurisdiction of this Section. Only regular members shall be entitled to vote or hold office, except that ~~Associates may not hold any office.~~ neither Honorary Members nor Associates may hold any office. Life Members shall have those privileges associated with their grade immediately before becoming a Life Member or with such higher grade to which they may be advanced.

SEC. 3. Student members of this Section shall be defined as those I.E.E.E. enrolled Students in good standing and residing within the jurisdiction of the Section. Student members shall not be entitled to vote or hold office.

ARTICLE IV
Officers

SEC. 1. The officers of the Section shall be a Chairman, a Vice-Chairman, a Secretary and a Treasurer, who shall hold office for one year beginning on June 1, which will also be the fiscal year of the Section, and thereafter until a successor is elected and installed. All officers shall be eligible for re-election. They must be ~~Life Members~~, Fellows, Senior Members, or Members of the Institute.

SEC. 2. The officers named in Section 1 shall also be, respectively, the officers of the Executive Committee. In addition, the following shall be members of the Executive Committee:

Directors

Three(3) elected ~~members~~[^] whose terms of office shall be the same as the officers.

each Subsection, Technical Group/Society Chapter, each

The Chairmen of [^]~~the Professional Technical Groups, each~~ of whose term of office shall be as prescribed by the ~~Group he serves~~. Subsection, Group or Society he serves.

The immediate Past Chairman, who shall be a Member, ex-officio.

Chairmen of Student Branches within the Section shall be Honorary non-voting members of the Executive Committee.

SEC. 3. The Chairman shall have general supervision of the affairs of the Section, under the Executive Committee. He shall preside at meetings and shall perform such other duties and have such other powers as may be provided for in these By-Laws or as may be delegated to him by the vote of the Section, provided such powers are not contrary to specific policies of the Institute.

SEC. 4. The Vice Chairman shall perform the duties of the Chairman in the absence of the Chairman. In his absence, these duties may be performed by any other member of the Executive Committee.

SEC. 5. The Secretary shall perform the duties usually devolving upon the office of Secretary of an organization. In addition, he shall report to the General Manager of the Institute the proceedings at all meetings as directed. He shall have such other duties as may be assigned to him by the Executive Committee.

SEC. 6. The Treasurer shall be responsible for the fiscal affairs of the Section. He shall deposit into a Section Checking Account all receipts received and disburse funds as required to liquidate all authorized debts of the Section. A record of all financial transactions shall be maintained. He shall prepare and certify all financial reports required by the General Manager of the Institute. The financial record of the Section shall be audited within two weeks after the change in administrations by two members in good standing, who shall be appointed by the Chairman.

ARTICLE IV (continued)
Officers

SEC. 7. The Executive Committee shall be the governing body of the Section and shall direct the management of its affairs. It shall meet at such times as may be found necessary. Meetings may be called at any time upon the request of the Chairman or of any three members of the committee. A quorum shall consist of ~~four or more members~~; a majority of the members of the Executive Committee.

SEC. 8. Any officer may be removed for cause by the Executive Committee at any Executive Committee meeting upon the vote of at least 75 per cent of the total Executive Committee membership, provided a motion to that effect shall have been made at a similar meeting at least thirty days before and provided that a copy of such motion together with a statement of charges shall have been delivered forthwith to the officer in question. Such officer shall have the right of defense.

SEC. 9. Any vacancy occurring during the year shall be filled by appointment of the Executive Committee for the remainder of the unexpired term.

ARTICLE V
Nominations

SEC. 1. The Nominating Committee shall be composed of three members,

Section
the three most recent Past Chairmen who are able and willing to serve. The Section Chairman shall assume the duty of forming the Nominating Committee and the Senior Past Chairman in this group shall be its Chairman. This Nominating Committee shall meet not later than February 1 and shall announce the slate ~~at the next regular meeting~~; sufficiently in advance to allow a minimum of twenty-eight days for nomination by Petition.

SEC. 2. The Nominating Committee shall nominate one candidate for Chairman, one candidate for Vice Chairman, one candidate for Secretary and one candidate for Treasurer and three candidates for ~~three offices~~ Directors ~~for Members-at-Large~~ of the Executive Committee.

SEC. 3. The Nominating Committee shall guide its actions by the following specific provision:

The nominees for the offices of Chairman, Vice Chairman, Secretary and Treasurer shall have served as members of the Executive Committee.

ARTICLE V (continued)

NOMINATIONS

SEC. 4. Nominations for any or all offices may be made by petition under the following provisions: (Such nominations are not to be restricted by the provision given the Nominating Committee.)

- a. Such petition or petitions must bear the personal signature of at least ten per cent or 25 regular members of this Section, whichever is the smaller.
- b. Such petition or petitions must be delivered to the Secretary & Treasurer not later than March ~~4~~, 15.
- c. The nominee or nominees covered by such petition or petitions shall be included in the regular ballot and designated as such.

ARTICLE VI

Elections

SEC. 1. Not later than March 25 of each year, the Secretary shall prepare and mail to each regular member of this Section an official ballot, together with a preaddressed return envelope and a smaller unmarked and unidentified inner-envelope.

SEC. 2. The official ballot shall contain the names of all nominees duly proposed in accordance with these By-Laws.

SEC. 3. The official ballot shall contain also one blank space for each office, which space may be used by voting members for the purpose of writing in an alternate name.

SEC. 4. Only official ballots shall be counted and, to be accepted, shall be enclosed in the sealed, unidentified inner-envelope. This inner-envelope shall be enclosed in a sealed outer mailing envelope which must bear the identifying signature of the voting member and which must reach the Secretary not later than 12 o'clock, noon, April 15.

SEC. 5. A committee of three or more tellers who are not candidates for office shall be appointed by the Section Chairman prior to April 15 of each year. This committee shall receive from the Secretary, unopened, all election ballots received by the Secretary in accordance with these By-Laws, and the Secretary shall check the names on the outer envelope against the authentic, up-to-date list of the regular members of this Section, separating unopened, any and all ballots from ineligible persons. The results of the election shall be typed in triplicate, bearing the personal signature of all members of the committee of tellers, together with the date of the count. One such copy shall be delivered by April 25 to the Secretary and Chairman. The third such copy shall remain in the possession of the Chairman of the committee of tellers at least until after publication of the announcement of the election results. The copy delivered to the Secretary shall be retained in the permanent files of the Section.

ARTICLE VI
(continued)

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In case of a tie in the votes for any office, it shall be resolved in favor of one of the candidates so tied by a majority of the votes cast by the members of the Executive Committee at a meeting to be called immediately after the count of votes by the tellers. A record of such vote shall be entered in the minutes of said meeting of the Executive Committee.

SEC. 6. At the Section meeting immediately following the annual election, the presiding officer shall read the report of the committee of tellers and shall declare duly elected the eligible candidates receiving the greatest number of votes for each office.

SEC. 7. Duly elected officers shall assume their official duties on the first day of June immediately following their election and shall hold office for one year or until their successors take office.

SEC. 8 Within twenty days of receipt of the report of the Committee of Tellers, the Secretary shall transmit to IEEE Headquarters the names of the newly-elected Officers and Directors.

ARTICLE VII
Committees

SEC. 1. The Section Chairman shall appoint chairmen of such standing and special committees as may be considered desirable, subject to the approval of the Executive Committee. Standing Committees of this section shall include a Membership Committee, a Program Committee, and a Public Relations Committee, and Transfers Committee, a Program Committee, a Publicity Committee and a Student Activities Committee. Special committees such as Awards, Attendance and Fellowship, Career Guidance, Code, Finance, History, and Intersociety Relations are recommended.

SEC. 2. The personnel of any standing or special committee may be appointed by its chairman subject to the approval of the Executive Committee.

SEC. 3. The terms of all committees shall coincide with those of the Section officers.

ARTICLE VIII
Meetings

SEC. 1. Unless otherwise ordered by the Executive Committee, Section meetings shall be held monthly from September through June.

Each Regular and Student Member

SEC. 2. ~~Regular members~~ of this Section shall be notified of the time and place of each Section meeting and of the subject to be presented at the meeting. ~~The Student Branches within the territory served by this Section shall be notified of the subject, time, and place of Section meetings.~~

SEC. 3. Special meetings may be called at any time by the Executive Committee upon written notice thereof being mailed to all regular members in advance of the meeting.

ARTICLE IX
Dues

SEC. 1. There shall be no local section dues.

ARTICLE X
General

SEC. 1. Five percent or not less than twenty of the voting members of the Section, whichever is greater, shall constitute a quorum for the transaction of business at all meetings. A quorum may be waived, however, at meetings where the proceedings do not require a vote to be taken.

SEC. 2. A majority shall constitute a quorum at all committee meetings.

SEC. 3. The Chairman shall be the official delegate of the Section during his term of office. In the event of the Chairman's absence or inability to attend, his place shall be filled by the Vice Chairman, Secretary,

one of the three Directors

Treasurer or a member of the Executive Committee. If none of the aforementioned are able to attend, the chairman may appoint any Regular Member to be his alternate.

SEC. 4. In order to provide for the proper handling of the routine work of the Section and the management of its affairs, the Executive Committee may adopt in connection with these By-Laws such rules and regulations as may be found necessary, but no rule or regulation shall be adopted which will conflict with these By-Laws or with the Constitution and By-Laws of the Institute.

SEC. 5. All members shall receive a copy of the Section Publication. In addition, selected non-members may be sent a copy of the Section Publication.

ARTICLE XI
Subsections

SEC. 1. Subsections shall be subject to the By-Laws of the Section and shall be under the general jurisdiction of the Section Executive Committee.

SEC. 2. The territory and limits of the subsections shall be subject to definition and change by the Section Executive Committee.

SEC. 3. The subsection shall have at least ~~two elected officers, a~~ Chairman, Vice-Chairman, Secretary and Treasurer. ~~Procedures for nomination and election of Subsection Officers shall be the same as prescribed for Section Officers in Articles V and VI.~~

The subsection shall have an executive committee and such other committees as provided in the By-Laws of the ~~Section.~~

SEC. 4. Any vacancy occurring in the offices of the subsection shall be filled by appointment of the Chairman of the subsection or of the Executive Committee of the subsection. ~~if one exists.~~

SEC. 5. All committee chairmen shall be appointed by the subsection Chairman.

SEC. 6. The personnel of any standing or special committee shall be appointed by the Chairman of the committee with the approval of the Executive Committee of the subsection.

SEC. 7. Finances of the subsection shall be operated on an annual budget approved by the Section Executive Committee. Expenditures from the Section funds shall not exceed the annual budget without prior approval of the Section Executive Committee.

~~SEC. 8. The Nominating Committee for subsection officers shall be composed of three members: its most recent available past Chairman and two members appointed by the subsection Chairman. The subsection Chairman shall assume the duty of forming the Nominating Committee, and the past subsection Chairman shall be chairman of this committee. This committee shall meet not later than February 1 and shall announce its slate at the next regular meeting. They shall nominate one candidate for Chairman and one candidate for Secretary-Treasurer. Nominations for any office may also be made by petition, provided such petition bears the personal signature of at least ten regular members of the subsection and such petition is delivered to the Secretary-Treasurer of the subsection not later than March 1. The results of the balloting shall be transmitted to the Section Secretary-Treasurer by April 25. Duly elected officers shall assume their official duties on the first day of June succeeding their election and shall hold office for one year or until their successors take office.~~

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SEC. 9. Regular meetings shall generally be held monthly, from September through June, at such times and places as may be designated by the Subsection Chairman.

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ARTICLE XII
Amendments to By-Laws

SEC. 1. ~~Proposals for amendments may originate in the Executive Committee or by petition.~~ by request of any three members of the Executive Committee or by petition.

SEC. 2. ~~Petitions for amendments must bear the personal signatures of at least twenty per cent or one hundred regular members of this Section, whichever is smaller, together with the date of each signature.~~

SEC. 3. ~~Amendments proposed by petition shall be submitted for vote within sixty days of the receipt of the petition or petitions by the Secretary-Treasurer.~~

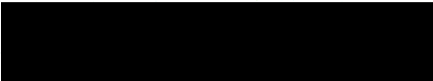
SEC. 3. Proposed By-Laws or changes thereto, and sufficient reasons therefor, shall be delivered or mailed to the Executive Committee Members at least twenty days before the next meeting of the Executive Committee at which the vote will be taken. Approval of two-thirds of the total membership of the Executive Committee shall be required to enact any Amendments to the By-Laws.

SEC. 4. ~~Proposed amendments in full shall be submitted, in a form to clearly indicate the change being proposed, to each regular member of the Section for ballot. The votes cast shall be counted by the Executive Committee at its next meeting following the closing date of the balloting which shall be fifteen days after the mailing of the ballots by the Secretary. A proposed amendment shall be declared adopted and shall become effective if a majority of the votes cast are affirmative and when a true copy thereof, together with a record of the count of votes, shall have been certified by the Secretary-Treasurer for inclusion in the minutes of the said meeting.~~

SEC. ⁴~~3~~. The Executive Committee may, at its discretion, refuse to resubmit a defeated proposal within the current fiscal year.

February 3, 1972

Mr. Henry E. Markel, Jr.



Dear Mr. Markel:

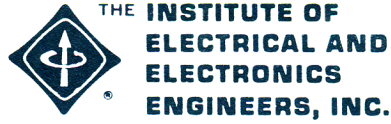
We are pleased to advise that on February 2, 1972, all concerned approved the Bylaws revised by the New Orleans Executive Committee on January 28, 1971.

Sincerely,

Emily Sirjane, Manager
Member Services

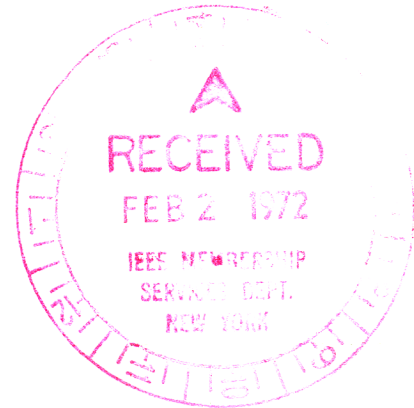
ES:gm


cc: Mr. G. F. Daussman, Director, Region 3



345 EAST 47TH STREET, NEW YORK, N.Y. 10017 AREA CODE 212 752-6800

January 19, 1972



Mr. Grover F. Daussman


Dear Mr. Daussman:

With his letter of December 28, Henry E. Markel, Chairman of the New Orleans Section, forwarded to you a copy of the revised Bylaws of that Section.

The IEEE Bylaws provide that a copy of the current Section Bylaws, and any amendments thereafter which involve substantive changes, shall be submitted to the Regional Director for approval, with such approvals reported to the Regional Activities Board.

We have reviewed these revised Section Bylaws and they appear to be in order. With your approval, I can so report to the Regional Activities Board.

Sincerely,


A handwritten signature in blue ink, which appears to read 'Emily Sirjane', is located below the word 'Sincerely,'.

Emily Sirjane, Manager
Members Services

ES:gm

I approve.
Grover F. Daussman
30 Jan 72

January 19, 1972

Mr. Grover F. Daussman


Dear Mr. Daussman:

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Sincerely,

Emily Sirjane, Manager
Members Services

ES:gm



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS
INCORPORATED

NEW ORLEANS SECTION

December 28, 1971

ADDRESS REPLY TO:



Mr. S. Cambias, Jr.
Director, Region 3
Institute of Electrical and Electronics Engineers, Inc.
317 Baronne St.
New Orleans, La. 70112

Dear Mr. Cambias,

Please be informed that by a vote of 202 FOR and 3 AGAINST, the membership of the New Orleans Section has approved the proposed amendments to the By-Laws of this Section. A copy of the By-Laws showing the amendments is attached.

In the near future, the By-Laws as amended will be retyped and a copy will be sent to you, Mr. Daussman and Miss Sirjane.

Very truly yours,

Henry E. Markel, Jr.
Chairman, New Orleans Section

cc: Messrs. G. F. Daussman
D. E. Buck
Miss Emily Sirjane ✓

Attachment

12 March 2007

Mr. Donald A. Preston


Dear Mr. Preston:

Congratulations! On behalf of the IEEE Regional Activities Vice President, Pedro Ray, it is a pleasure to inform you that the requirements of the RAB Operations Manual have been met, and the IEEE New Orleans Section – Life Members Affinity Group has been formed. The effective date of this Affinity Group formation is 30 January 2007.

You have been recorded as the Affinity Group Chair. When an election has been held, please report the name and member number of the new Affinity Group Chair to the IEEE using the online Officer Confirmation form at <http://www.ieee.org/scsreports>. If we can assist you in any way in the planning of the Affinity Group activities, please let us know.

We extend our best wishes for the successful operation of this Affinity Group.

Sincerely,



Cecelia Jankowski
Managing Director
Regional Activities

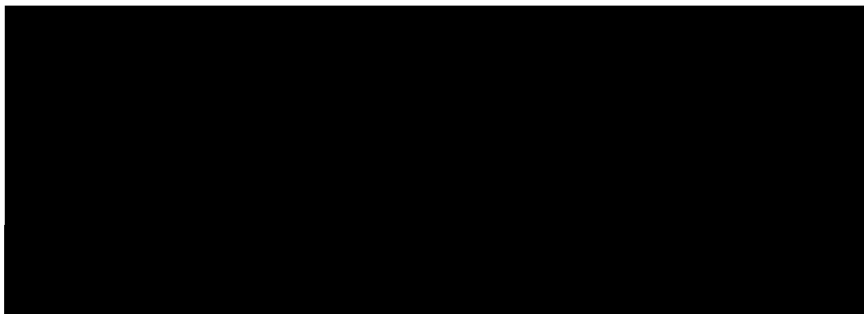
cc: P. Ray - Regional Activities Vice President
R. Scolli - Region 5 Director
R. Miller - New Orleans Section Chair
L. Feisel - Life Members Affinity Group Chair
R. Anderson - Region 5 Life Members Coordinator

Page 2 of 3

GROUP FORMATION**

The action has the approval of the Section or Council Executive Committee. The following individual is serving as the Organizer of the Affinity Group (The organizer of the Affinity Group must hold grade of Member, Senior Member or Fellow):

Name: Donald A. Preston Member #: 03651437



OK

Section/Council Officer's Signature: Richard W. Miller

Office Held: Chair, New Orleans Section Date: 12/20/06

Please send petition via fax to +1 732 463 3657 or mail to:

IEEE REGIONAL ACTIVITIES
Section/Chapter Support
5511
445 Hoes Lane
Piscataway, NJ 08855
USA

Email:
Phone: +1 732 562

Page 3 of 3

Section Executive Committee, and other entities involved.

**TO FORM A JOINT GROUP COMPRISING TWO OR MORE
CONTIGUOUS SECTIONS**

An Affinity Group or Joint Affinity Group may be established by the procedures defined herein to cover the territory of two or more contiguous Sections, or a Council, provided the necessary approval is obtained by all concerned. The petition shall identify the entity assuming responsibility for the Affinity Group management.

PETITION TO FORM AN IEEE AFFINITY GROUP

Name of IEEE Section/s or Council:

NEW ORLEANS SECTION

Please specify type of Affinity Group:

- ☐ Graduates Of the Last Decade
- ☐ Women In Engineering
- ☐ Consultants Network
- ☒ Life Member

We, the undersigned, who are members of the above Unit, hereby petition for approval to form an Affinity Group in the Unit indicated above.

Printed Name	Member Number	Signature of Petitioner
1 Donald A. Preston	3651437	Donald A. Preston
2 Edward C Myens	2568368	Edward C Myens
3 Albert J. Adame Jr	3223187	Albert J. Adame Jr
4 Henry E. Markel Jr	3259728	Henry E. Markel Jr
5 Joseph A. Reine Jr	3557097	Joseph A. Reine Jr
6 William E. Aicklen Jr	3446135	William E. Aicklen Jr
7 John F. Maller	629162	John F. Maller
8 MARVIN L. FIRMIN		Marvin L. Firmin
9 JOHN C. OSWALD JR	3881489	John C. Oswald Jr
10		
11		
12		

****MINIMUM OF 6 PETITIONERS ARE REQUIRED FOR AN AFFINITY**

PETITION TO FORM AN IEEE CHAPTER

Name of IEEE Society/ies: Industrial Applications

Name of IEEE Section/s: New Orleans

We, the undersigned, who are members of the above Society and Section, and are IEEE members above Student grade, hereby petition for approval to form a Chapter in the Section indicated above.

Signature of Petitioner	Member Number	Printed Name
1. <u>Charles R. Short</u>	41422757	Charles R. Short
2. <u>Jack H. Neels II</u>	40179508	JACK H. NEELS II
3. <u>Paul Zimmermann</u>	40286261	PAUL ZIMMERMANN
4. <u>George J. Manl III</u>	5859509	GEORGE J. MANL III
5. <u>Thomas T. Miller Jr</u>	7618606	THOMAS T. MILLER JR
6. <u>Robert J. Alonzo</u>	525111	ROBERT J. ALONZO
7. <u>Donald A. Preston</u>	LS03651437	Donald A. Preston
8. <u>Gregory J. Lintinger, Sr</u>	1380997	GREGORY J. LINTINGER, SR
9. <u>Jack D'Agostaro</u>	08338281	JACK D'AGOSTARO
10. <u>K. James (Jim) McNameara</u>	6494579	K. JAMES (JIM) MCNAMARA
11. <u>Hugo J. Salom</u>	01271220	HUGO J. SALOM
12. <u>Chris Leonik</u>	1286285	CHRIS LEONIK
13. <u>Dean Ruiz</u>	40155082	DEAN RUIZ
14. <u>John L. Wilson</u>	40074910	JOHN L. WILSON
15. <u>Lawrence A. Saunders</u>	03279791	LAWRENCE A. SAUNDERS
16. <u>Jeffrey M. Fox</u>		JEFFREY M. FOX
17. <u>Thomas E. Field</u>	08690430	Thomas E. Field

12 PETITIONERS ARE REQUIRED FOR A TECHNICAL CHAPTER FORMATION

The action has the approval of the Section Executive Committee. The following individual is serving as the Organizer of the Chapter (the Organizer of the Chapter must hold grade of Member, Senior Member or Fellow and also be a member of the Society).

Name: Thomas Field Member #: 08690430

Section Officer's Signature: [Signature]

Office Held: Chairman 2008 Date: 30-Apr-08

* Don't have with me. Will e-mail.