

**THE INSTITUTE OF ELECTRICAL & ELECTRONICS ENGINEERS, Inc.  
(IEEE)  
INDUSTRIAL ELECTRONICS SOCIETY (IES)**

**CONSTITUTION**

**Revised 12 November 2011**

**Article I**

**Name, Objectives and Field of Interest**

**Section 1.** This organization shall be known as the IEEE Industrial Electronics Society (IES), hereafter referred to as the IES of the IEEE.

**Section 2.** Its objectives shall be scientific, literary, and educational in character. The IES shall strive for the advancement of the theory and practice of electrical engineering and of the allied arts and sciences, and the maintenance of a high professional standing among its members, all in consonance with the Constitution and Bylaws of the IEEE and with special attention to such aims within the field of interest of the Society as are hereafter defined.

**Section 3.** The IES shall aid in promoting close cooperation and exchange of technical information among its members and to this end shall hold meetings for the presentation of papers and their discussion, and through all its committees shall study and provide for the needs of its members.

**Section 4.** The Field of Interest of the IES shall be confined to the theory and applications of electronics, controls, communications, instrumentation and computational intelligence to industrial and manufacturing systems and processes.

**Section 5.** The Field of Interest of the IES may be enlarged, reduced or shifted moderately as the need of the occasion indicate with the provision that such revisions shall be processed as an amendment to this Constitution and shall be in accordance with the procedures defined in the TAB Operations Manual.

**Article II**

**Bylaws**

**Section 1.** Bylaws exist for the purpose of the operations and administration of the IES.

**Section 2.** Suitable Bylaws, and amendments thereto, may be adopted by a two thirds vote of the IES voting members of the Administrative Committee (AdCom) present at

the time of the vote, provided a quorum is present and provided that notice of the proposed Bylaw, or amendment, has been sent to each voting member of the AdCom at least 30 days prior to such meeting; or a Bylaw, or amendment, may be adopted by a two-third e-mail vote (using any IEEE electronic means) of the voting members of the AdCom provided a 30-day period is provided for such responses. In either event, the proposed Bylaw or amendment shall be published on the IES Website. No Bylaw, or amendment, shall take effect until it has been approved and published.

### **Article III**

#### **Membership**

**Section 1.** IES Membership shall be available only to members of the IEEE in any grade having a professional interest in any phase of the Field of Interest of the IES.

**Section 2.** Affiliates may participate in the IES activities as society members, as provided by the IEEE Bylaws and subject to the applicable IEEE rules and regulations and any additional limitations imposed by the IES Bylaws.

### **Article IV**

#### **Finances**

**Section 1.** The IES shall collect from its members and affiliates annual dues, in accordance with the IEEE Bylaws and applicable rules and regulations.

**Section 2.** The IES may make registration charges at its Society meetings, symposia, conferences, and conventions. The registration fee for non-members of the IEEE shall be substantially higher than for IEEE members. An additional reduction may also be applicable to IES members.

**Section 3.** The IES may raise revenues by other means, such as advertising, shows, exhibitions, requests for contributions, and charges for sending out notices to non-Society members, provided such means are consistent with applicable IEEE rules and regulations, and do not encroach on revenue fields of prior established Societies or Sections. Any new revenue means not explicitly covered by IEEE rules and regulations must be approved by the IEEE in accordance with IEEE policies and procedures before being adopted by the IES.

**Section 4.** The stewardship for the assets of the society shall be the responsibility of the governing body i.e. the IES AdCom.

**Section 5.** The fiscal year of the IES shall be the same as the fiscal year of the IEEE.

## Article V

### Technical Meetings

The IES may hold meetings, conferences, symposia, workshops, or conventions either alone or in cooperation with Sectional, Regional, National, or Organizational Committees of the IEEE, or other technical organizations, subject to IEEE rules and regulations. The IES shall sponsor at least one technical conference of international scope each year, which may be held during some other IEEE meeting, or as a separate conference.

## Article VI

### Publications

Sponsoring publications of the IES shall be in accordance with IEEE policies and procedures. All aspects related to the management of the publications program shall be as specified in the Bylaws.

## Article VII

### Governing Body

**Section 1.** The IES shall be managed by an Administrative Committee (AdCom) of which the composition shall be as prescribed in the Bylaws.

**Section 2.** Sub-groups may be formed as provided in the IEEE rules and regulations, and the supervision of sub-group affairs, other than by the AdCom, shall be as prescribed in the Bylaws.

**Section 3.** The term of all AdCom members shall be as prescribed in the Bylaws.

**Section 4.** The AdCom shall annually determine whether the incumbent President shall continue. The terms of the President, President-Elect, Vice-Presidents, Secretary and Treasurer (plus Assistant Treasurer if required), shall be as prescribed in the Bylaws.

**Section 5.** The duties and responsibilities of the Officers (President, President-Elect, Vice-Presidents, Secretary and Treasurer) shall be as defined in the Bylaws and as delineated by the AdCom.

**Section 6.** The AdCom may establish Standing Committees as prescribed in the Bylaws, including Technical Committees. Ad Hoc Committees may also be established

and such committees shall be automatically dissolved at a time to be fixed by the AdCom. Technical Committees may be established as needed to develop specific areas of the IES Field of Interest. The term of the Standing Committees Chairs shall be as prescribed in the Bylaws.

**Section 7.** The AdCom may use the services of Headquarters as bursar, for all or part of the IES funds, as provided by IEEE Bylaws, rules and regulations. If any part of the IES funds are received and deposited separately, the terms and conditions shall be in accordance with IEEE policies and subject to the provisions of the IES Bylaws and to any special limitations imposed by the AdCom.

**Section 8.** Neither the IES nor any Officer or member thereof shall have authority to contract debts for, pledge the credit of, or in any way bind the IEEE or the IES, except within the terms of previously approved budgets. A budget for the year is submitted and approved by the AdCom and the IEEE. Such financial arrangements will be binding only for the current fiscal year, except for obligations required for a conference or a symposium.

## **Article VIII**

### **Nomination & Election of Administrative Committee**

**Section 1.** The nominating procedure shall be as prescribed in the Bylaws.

**Section 2.** Election of members of the AdCom shall be as prescribed in the Bylaws.

**Section 3.** The filling of within-term vacancies on the AdCom shall be as prescribed in the Bylaws.

## **Article IX**

### **Meetings of the Administrative Committee (AdCom)**

**Section 1.** The AdCom shall hold at least two meetings per year, one of which is an Annual Meeting at a time specified in the Bylaws. Other meetings of the AdCom shall be held at such times as are found necessary and/or convenient. Special meetings of Officers or any other Standing or AdHoc Committee may be called by the IES President at his/her own discretion or upon request of three other AdCom voting members with at least 6 weeks' notice prior to the meeting.

**Section 2.** AdCom members with voting rights shall be as prescribed in the Bylaws. All voting AdCom members shall have an equal vote. The quorum shall be as prescribed in the Bylaws.

**Section 3.** The vote of a majority of voting AdCom members present at the time of vote, provided a quorum is present, shall be the act of the AdCom except as otherwise provided in this Constitution.

**Section 4.** The AdCom or any other Standing or AdHoc Committee thereof may meet and act upon the vote of its members by any means of telecommunication. The normal voting requirements shall apply when action is taken by means of telecommunications equipment allowing all persons participating in the meeting to hear each other at the same time. Electronic voting (using any IEEE electronic means) is allowed.

**Section 5.** The AdCom or any other Standing or AdHoc Committee thereof may take action without a meeting if applicable (using any IEEE electronic means). An affirmative vote of a majority of the voting members of the AdCom or any other Standing or AdHoc Committee thereof shall be required to approve the action. The results of the vote shall be confirmed promptly in writing or by electronic transmission. The writings and/or electronic transmissions shall be filed with the minutes of the AdCom or any Standing or AdHoc Committee thereof. "Electronic transmission" means any form of electronic communication, such as e-mail, not directly involving the physical transmission of paper, that creates a record that may be retained, retrieved and reviewed by a recipient thereof, and that may be directly reproduced in paper form by such a recipient.

**Section 6.** Individuals holding more than one position on the AdCom or any other Standing or AdHoc Committee thereof shall be limited to one vote on each matter being considered by the AdCom or any other Standing or AdHoc Committee thereof.

**Section 7.** The Presiding Officer of the AdCom shall have no vote on the AdCom except if the vote is by secret ballot or unless the Chair's vote can change the outcome of the vote..

## **Article X**

### **Amendments to the Constitution**

**Section 1.** Amendments to this Constitution may be initiated by petition submitted by five (5) per cent of the total IES members, a proposal coming from the C&B Committee or a request by two-thirds (2/3) of IES AdCom voting members.

**Section 2.** Proposed amendments shall be distributed to all AdCom members at least 30 days before the AdCom meeting. Approval shall need two-thirds (2/3) of the voting members present during the AdCom meeting. Then, the amended Constitution shall be submitted to the IEEE Technical Activities Board for approval in accordance with the procedures defined in the TAB Operations Manual. After such approval, the proposed amendment shall be published on the IES Website.

**Section 3.** The amended Constitution will take effect unless five (5) per cent of the total IES members object within 60 days after publication on the IES website. If such objections are received, a copy of the proposed amendment shall be mailed with a ballot to all IES members at least 30 days before the date appointed for return of the ballots, and the ballots shall carry a statement of the time limit for their return to the IEEE office. When an electronic vote (using any IEEE electronic means) of the entire IES members is made necessary, approval of the amendment by at least two-thirds (2/3) of the returned ballots provided the total number of those voting is not less than 10% of the total number of voting members.