

IEEE UTTAR PRADESH SECTION BYLAWS 2022

In all instances, the *Institute of Electrical and Electronics Engineers (IEEE) Bylaws, Constitution, IEEE Policy Manual, and **Member and Geographic Activities (MGA)** Operations Manual* shall prevail when there is a conflict between these documents and Section Bylaws.

ARTICLE I - Name and Territory

Section 1

This organization shall be known as the IEEE Uttar Pradesh (UP) Section of the Institute of Electrical and Electronics Engineers, Inc.

Section 2

The territory of the Uttar Pradesh Section, as approved by Member and Geographic Activities (MGA), includes the following:

1. State of Uttar Pradesh, India
2. State of Uttarakhand, India

Section 3

In all instances, the IEEE Bylaws, Constitution, Policies and MGA Operations Manual shall prevail when there is a conflict between these documents and the Uttar Pradesh Section Bylaws.

ARTICLE II - Membership

Section 1

Section members are those individuals of Associate or higher-grade membership residing within the boundaries of the Section, or who live or work in a neighboring Section and have requested Contiguous Section Membership status from Member and Geographic Activities.

Section 2

Section members with the grade of Graduate Student Members, Members and higher shall vote in Section elections.

Section 3

Section members of Member or higher grade may hold elected office or chair a Section Committee. With the exception of the Section Student Representative, each member of the Section Executive Committee shall be an IEEE member, in good standing, of Graduate Student Member, Member, Senior Member, or Fellow grade.



ARTICLE III - Officers

Section 1

The elected officers of the Uttar Pradesh Section shall be

1. Chair
2. Chair-Elect
3. Vice Chair
4. Secretary
5. Joint Secretary
6. Treasurer

Chair-Elect shall take over from the Chair for the next term. Officers must be an IEEE member in good standing.

Section 2

The terms of office of the elected officers shall be one year. An individual may continue in the position until a successor has been duly elected and takes office.

Section 3

Terms of office shall begin on 1 January. Outgoing officers shall continue until their successors are duly elected and take office. The consecutive period of service in any one office shall normally not exceed four years.

Section 4

Any vacancy occurring during the year shall be filled by a majority vote of the Section Executive Committee.

Section 5

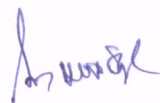
The duties of the elected officers shall be available from Member and Geographic Activities Department staff, in the MGA Operations Manual

ARTICLE IV - Standing Committees

Section 1

The Standing Committees of the Section, appointed by Section Chair and his/her team, shall be as follows:

1. Finance
2. Membership Development
3. Awards and Recognition
4. Professional Activities
5. Educational Activities
6. Conference Activities
7. Humanitarian Activities
8. Student Activities
9. Publications and Section History
10. Electronic Communication & Information Management Activities
11. Young Professional & Student Coordination Activities
12. Women in Engineering Activities
13. Industry Relation Activities
14. Sub-Section Coordination, Outreach & Strategic Planning
15. Ombudsman



Section 2

The Chair of the Standing Committees shall be appointed by the Section Chair with the approval of the Section Executive Committee, and their terms correspond to the terms of the terms of office of the elected officers of the Section.

Section 3

Each Committee Chair shall appoint his/her Committee members, with the approval of the Section Executive Committee, and their term are to be the same as the Chair's end-of-term date.

Section 4

The duties of the Standing Committees shall be as per indicated on IEEE MGA operations manual.

ARTICLE V - Management

Section 1

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

1. Chapter Chairs (up to 3)
2. Standing Committee Chairs
3. Advisors (up to 2)
4. Chairs of subsections
5. Executive Committee members of India Council/R10/MGA from UP Section
6. Student representatives
7. Co-opted Members by the Section Executive Committee (up to 4).

Advisors will be past section chairs, other than immediate past section chair.

Section 2

A majority of the voting members of the Section Executive Committee, provided that a majority shall of the Section Officers are present, shall constitute a quorum.

Section 3

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

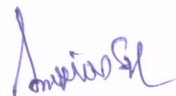
Section 4

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

Section 5

There shall be a Core Committee with following as members. Executive Committee or Section Chair can refer, as and when required, any matter to the core committee for detailed deliberations and recommendations.

1. Elected Officers
2. Immediate Past Chair
3. Advisors
4. Executive Committee member of India Council/R10 from UP Section, if any



ARTICLE VI- Nomination and Election of Officers

Section 1

A Nomination Committee consisting of three members, not then officers of the Section, nor intending to stand as candidates for office, shall be appointed by the Section Chair with the approval of the Section Executive Committee. If available to do so, the Immediate Past Section Chair will serve as Chair of the Nominating Committee.

The duties of the Section Nominating Committee shall include the preparation of a slate of candidates recommended for the offices of Chair-Elect, Vice Chair, Secretary, Treasurer, Joint Secretary, and such other members of the Section elected at-large, to be submitted for approval by the Section Executive Committee.

Section 2

The nominations of the Nomination Committee shall 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 at least 2% of the Section voting membership (as on 30th June of current year).

Section 3

In the case where the slate that is submitted for ratification consists of a single candidate, the Section Executive Committee may recommend to the Region Director for the approval of proceeding with the election process with a single candidate slate.

Section 4

Timeline to be followed as outlined in the Section Election Process of the MGA Operations Manual. Election to be conducted using IEEE approved and provided software and or online tools.

Section 5

A plurality of the votes cast shall be necessary for election.

ARTICLE VII - Finances

Section 1

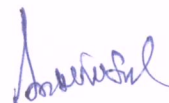
Section funds can be used only for normal operations of the Section. Those activities which fall outside of normal operations include donations, establishment of scholarship funds, and investment of funds outside of the IEEE Investment Program. Additional information is available from IEEE Financial Services Staff.

Section 2

All expenditures of Section funds must be approved by Section Executive Committee.

Section 3

The Section Chair, Treasurer, Chair-Elect and Secretary or any two of these four persons shall be authorized to draw funds as approved by the Section Executive Committee.



Section 4

If permitted by government and banking regulations, all unit bank accounts will provide for the signature authority of the IEEE Staff Director, Financial Services.

ARTICLE VIII – Subunits

Section 1

The Section shall encourage the formation of subunits, including Society Chapters and Affinity Groups. The Section shall support the efforts of subunits to serve the members.

Section 2

Management of the subunit will be undertaken by the Section and governed as detailed in these bylaws, including financial activity where appropriate, as well as officer and election activity.

ARTICLE IX - Amendments

Section 1

Proposals for amendments to these Bylaws may originate in the Section Executive Committee or by a petition signed by at least 2% voting members. Any amendment recommended by Executive Committee or by petition shall need the approval of Annual/Extra General Body by majority vote.

Section 2

Amendments to or revocation of these Bylaws shall be in accordance with the IEEE Bylaws, MGA Bylaws and MGA Operations Manual. Such amendments must be reviewed by IEEE Staff and approved by the Region Director and Regional Activities Board.

ARTICLE X – Sub-sections

Section 1

Members of any Geographic Area may through a petition signed by 20 or more members and approved by the Executive Committee form a Sub-section for the purpose of organizing activities of the Section in that Geographic Area.

Section 2

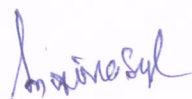
A Sub-section will be managed by a Committee elected annually, comprising of a Chair, Vice-Chair, Secretary, Treasurer, immediate past Chair and not less than three Executive Committee Members.

Section 3

The Chair of the Sub-section shall be an ex-officio Member of the Section Executive Committee and shall be responsible to the Section Executive Committee for liaison and maintaining relations with Section Executive Committee. He / she shall report from time to time to the Section Executive Committee, regarding the activities of the Sub-section.

Section 4

Sub-section Chair will submit to the Section Secretary by the 31st December of each year, a consolidated report of meetings held during the year and a report on Sub-section financial operations. The Sub-section shall send to the Chair, Vice-Chair and Secretary of Section Executive



Committee every circular or notification, it sends to its members. Sub-section shall receive annual financial support depending upon its membership and its meeting programs.

ARTICLE XI – General Meeting

Section 1

Annual General Meeting of Section Membership is called by Section Chair in consultation with Executive Committee for presentation of Annual Report, Election of Office Bearers & Executive Committee Members and any other agenda formulated by Executive Committee.

Section 2

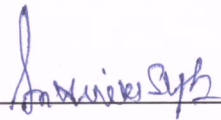
In order to transact business in General Meeting at least 25 voting members (quorum) must be present. However, if the required quorum is not present at the scheduled starting time of the Meeting, then the General Body may be adjourned. The Meeting may be reconvened after waiting for half an hour to transact the slated business without waiting for the quorum.

Section 3

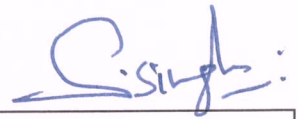
Special General Meeting can be requisitioned by a petition signed by not less than 25 voting members submitted to the Section Chair, who in consultation with Executive Committee will call the Meeting within two months with proper formulation of agenda.

Section 4

Notices for any General Meeting shall be mailed at least 21 days in advance.



(Prof SN Singh)
Chairman, UP Section Bylaws Committee



(Dr Satish K Singh)
Chairman, IEEE UP Section

Date 22.02.2022