

## IEEE AUSTRALIA COUNCIL BYLAWS

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

### **ARTICLE I - Name and Territory**

#### **Section 1**

This organization shall be known as the IEEE Australia Council.

#### **Section 2**

The territory of the IEEE Australia Council, as approved by RAB, includes the following Sections:

- Queensland Section
- North Queensland Section
- New South Wales Section
- Victoria Section
- South Australia Section
- Western Australia Section
- Australian Capital Territory Section

### **ARTICLE II - Officers**

#### **Section 1**

The elected officers of the IEEE Australia Council shall be the Chair, the Vice-Chair, the Secretary, and the Treasurer. The same person may be elected to, and hold the offices of Secretary and Treasurer concurrently.

#### **Section 2**

The terms of office of the elected officers shall be for two years.

#### **Section 3**

Terms of office will begin on 1 January. Outgoing officers will continue until their successors are duly elected and take office.

#### **Section 4**

Any vacancy occurring during the year shall be filled by a nominee who receives a majority vote of the Council Executive Committee (as defined in Article III, Section I of these bylaws.) The term of any such officer so elected to fill an interim vacancy terminates at the end of the current two-year term.

#### **Section 5**

The duties of the elected officers will be available from Regional Activities Department (RAD).

## **ARTICLE III – Management**

### **Section 1**

The management of the Council shall be by a Council Executive Committee, which shall consist only of the elected officers and the duly designated representatives of the Sections.

### **Section 2**

A quorum for a meeting of the Council Executive Committee shall consist of a majority of the members of the Committee and include representatives from at least half of the Sections of the Council. A quorum shall be necessary for the Council Executive Committee to conduct the business of the Council.

### **Section 3**

The Council Chair or, in the event of his/her unavailability, the Council Vice-Chair, shall be responsible for calling and/or chairing the Council Executive Committee meetings.

### **Section 4**

The fiscal year of the Council shall be from 1 January to 31 December.

### **Section 5**

Except where these Bylaws specify otherwise, issues shall be decided by majority vote of the Council Executive Committee.

Representatives of the constituent Sections shall be afforded one deliberative vote each and be the only members of the Council Executive Committee afforded deliberative votes.

In the event of a tie of the deliberative vote, the Council Chair shall have a casting vote.

No other members of the Council Executive Committee shall be permitted to vote on Committee business.

## **ARTICLE IV – Nomination and Election of Officers**

### **Section 1**

In September of each year, the incumbent Council Chair shall canvass the Sections for nominations for the positions of Council Chair, Vice Chair, Secretary and Treasurer.

### **Section 2**

Council Officers shall be elected by majority vote of the duly designated Section representatives.

### **Section 3**

Where possible, the election for Council Officers shall take place after the constituent Sections have completed their election cycles.

#### **Section 4**

The election outcome shall be communicated to IEEE Headquarters by the sitting Council Chair.

#### **Section 5**

Candidates for the position of Council Chair shall be limited to those members who are not members of Sections from which the then incumbent and immediate past Council Chair have been drawn.

### **ARTICLE V – Operating Policies and Procedures**

#### **Section 1**

Policies and Procedures shall be established as hereinafter set forth, for the purposes of administering the Council, and for aggregating significant Council decisions into a single document. The term “Policies and Procedures” as used in this document refers only to IEEE Australia Council Policies and Procedures.

#### **Section 2**

Proposed changes to the Council’s Policies and Procedures may be proposed as regular motions to the Council Executive Committee, in the manner defined in Article III, Section 5 of these Bylaws.

### **ARTICLE VI - Council Finances**

#### **Section 1**

The Council shall be funded in accordance with IEEE policy in the following manner:

- a. By an assessment of each Section of the council based on the membership roll which would come from the normal Section rebate;
- b. From the region as it would do for an Area Chair;
- c. Voluntary contributions from Section reserves.

#### **Section 2**

Except where stated otherwise in these Bylaws, the Council Executive Committee must approve all expenditures of Council funds.

#### **Section 3**

The Council Chair is permitted to spend small quantities of the Council’s funds on a discretionary basis in order to maintain normal operation of the Council. The exact quantity allowed shall be set forth in the Council’s Policies and Procedures.

#### **Section 4**

The Council Officers shall be authorised to draw funds as approved by the Council Executive Committee.

### **ARTICLE VII - Amendments**

**Section 1**

Proposals for amendments to these Bylaws may originate from within the Council Executive Committee. Such proposed amendments shall be circulated to all members of the Council Executive Committee no less than 30 days prior to the taking of the vote.

**Section 2**

Amendments to, or revocation of, these Bylaws shall be in accordance with IEEE Bylaws, RAB Bylaws and the RAB Operations Manual. Amendments shall be moved as regular motions in a properly constituted Council Executive Committee meeting, and shall be passed by the unanimous vote of the Section representatives.