

1.0 Preface

These Bylaws are to govern Region 5 of the Institute of Electrical and Electronics Engineers, also referred to as the Institute. They augment the IEEE Constitution and Bylaws and IEEE Policies and IEEE - MGA Operations Manual.

2.0 Name

The name of the organization is Region 5 of the Institute of Electrical and Electronics Engineers and is referred to as Region 5.

3.0 Territory

The territory of Region 5 will be that designated by the Institute and shall contain those Sections, Subsections, Student Branches and Society Chapters specified by the Institute.

3.1 Region Geographic Areas

Region 5 shall be divided into four Areas, designated as North, East, South, and West.

3.1.1 The Sections in Region 5 are assigned to the Areas as follows:

North	East	South	West
Kansas City	Arkansas	Central Texas	Denver
Oklahoma City	Baton Rouge	Corpus Christi	El Paso
St. Louis	Beaumont	Dallas	Panhandle
Tulsa	Lafayette	Fort Worth	Pikes Peak
Wichita	New Orleans	Galveston Bay	South Plains
SW Missouri	Ozark	Houston	High Plains
	Shreveport	Lone Star	
	Arkansas-River Valley		

4.0 Management

The affairs of Region 5 shall be managed by the Region 5 Committee consisting of: The thirty-four (34) voting members designated by the Institute Bylaws and eight (8) voting members appointed by the Regional Director. Although a voting member may hold more than one voting office, he/she shall have only one vote.

4.1 Voting Members Designated by the Institute (34)

The Region 5 Director shall serve as the Region 5 Committee Chairperson (may vote only to break a tie or when a secret ballot is taken).

- Vice Chairperson/Director Elect
- Immediate Past Region 5 Director
- Secretary
- Treasurer
- Chairperson, Professional Activities Committee
- Chairperson, Student Activities Committee
- All 27 Section Chairpersons in Region 5

4.2 Voting Members Appointed by the Region 5 Director (8)

- Area Chairpersons (4)
- Chairperson, Educational Activities Committee
- Chairperson, Membership Development Committee
- Chairperson, Awards and Recognition Committee
- Chairperson, Conference Committee

4.3 Nonvoting Members Appointed by the Region 5 Director

- Chairperson, Nominations and Appointments Committee
- Chairperson, Audit Committee
- Chairperson, Strategic Planning Committee
- Chairperson, Bylaws Committee
- Chairperson, History Committee
- Chairperson, Women in Engineering Committee
- Chairperson, Young Professionals Committee
- Chairperson, Life Member Committee
- Society Liaison
- Others as required to assist in the administration of the Region.

4.4 Executive Committee

Between meetings of the Region 5 Committee, the management of the Region will be entrusted to the Region 5 Executive Committee consisting of the following voting members:

- Region 5 Director as Chairperson
- Immediate Past Region 5 Director
- Vice Chairperson/Director-Elect
- Secretary
- Treasurer
- Chairperson, Membership Development Committee
- Chairperson, Awards and Recognition Committee
- Chairperson, Conference Committee
- Chairperson, Professional Activities Committee
- Chairperson, Student Activities Committee
- Chairperson, Educational Activities Committee
- Area Chairpersons (4)

Other non-voting members appointed by the Region 5 Director as required to assist in the administration of the Region's activities.

The Region 5 Executive Committee assumes duties of management as directed by the Region 5 Committee subject to the following limitations:

4.4.1 Overrule

The Region 5 Committee may at any meeting overrule any act or decision of the Region 5 Executive Committee.

4.4.2 Suspend

The Region 5 Committee may suspend at any meeting any power conferred upon the Region 5 Executive Committee.

4.4.3 Budget

The Region 5 Committee is responsible for approving a budget for the Region. An annual budget is prepared and presented to the committee by the Region 5 Treasurer at the annual meeting.

4.4 Region 5 Operations Manual

The Region Executive Committee shall maintain an Operations Manual describing the management and operations of the Region. The Operations Manual shall be controlled by the Region Secretary and stored with the other official documents of the Region include Bylaws. The Operations Manual is to be where Region information is updated on a more frequent basis than the Region Bylaws.

A detailed description not otherwise provided by the MGA Operations Manual or the Region 5 by-laws, of Committees, Ad Hocs and other Positions Descriptions shall be part of the Operations Manual. Region operating procedures and best practices shall also be documented in the Operations Manual.

The Operations Manual shall be approved as required with a quorum of the Executive Committee via email or in person. A meeting is not required to approve, however, voting members shall be given a reasonable amount of time to read and understand the changes.

5.0 Appointment and Tenure of Region 5 Committee Chairpersons

Individuals appointed by the Region 5 Director to chair the regional committees shall be confirmed by a two-thirds majority of all votes cast by the Region 5 Committee at a properly constituted meeting.

Upon succeeding to office, or in case of vacancy, the Region 5 Director may appoint members for an interim period until the next regular meeting of the Region 5 Committee, at which time they must be formally approved. All appointments by the Region 5 Director terminate at his/her pleasure or term of office.

5.1 Elected Members of the Region 5 Committee

The Region 5 Director and the Delegate-elect/Director-elect shall be elected in accordance to IEEE Bylaws and as specified in Region 5 Bylaw 5.1 . The Delegate-elect/Director-elect shall serve as the Region 5 Vice Chairperson during his/her term of office.

The Region 5 Director shall be elected as Delegate-elect/Director-elect during the odd numbered years and shall assume office on the following 1 January. He/she shall serve a two-year term as Delegate-elect/Director-elect and automatically become Delegate/Director for a two-year term without further election. In accordance with IEEE Bylaw I-307, he/she shall be elected from a slate of not fewer than two nor more than three candidates. Selection of candidates shall rotate between the four areas of Region 5 in the order of North, East, South and West. The petition process defined by the IEEE Bylaws shall apply to the office of Region 5 Delegate-elect/Director-elect.

The Section Chairpersons are elected in accordance with and serve terms specified in the MGA Operations manual.

5.2 Appointed Members of the Region 5 Committee

The Chairperson of the Student Activities Committee shall be appointed from the membership of the Student Activities Committee by the Region 5 Director for a term of two years.

The Chairperson, of the Professional Activities Committee, for Engineers (PACE), shall be appointed by the Region 5 Director.

The Secretary and the Treasurer shall be appointed by the Region 5 Director.

All Area Chairpersons shall be appointed by the Region 5 Director. Chairpersons of all the Standing Committees, except the Student Activities Committee, shall be appointed on a year-to-year basis subject to the approval of the Region 5 Committee. Chairpersons of all the Standing Committees shall be appointed by the Region 5 Director except the Nominations and Appointment Committees and the Bylaws Committee.

All appointments shall be made in consultation with the Region 5 Nominations and Appointments Committee and with the consent of the Region 5 Committee.

6.0 Region 5 Committee Meetings

Meetings of the Region 5 Committee are to be conducted within the Region. The Region 5 Committee shall meet at least once a year. The meeting is normally held in conjunction with the Region 5 Student competitions. Under exceptional circumstances, the Region 5 Executive Committee may authorize such meeting, for each specific instance, to be held outside the Region.

The current Region 5 Director shall chair all meetings of the Region 5 Committee. In the absence of the Region 5 Director, the Region 5 Vice Chairperson shall serve as chairperson. In the absence of both, the committees shall select someone from their ranks to chair the meeting.

6.1 Region 5 Executive Committee Meetings

Region 5 Executive Committee meetings shall be conducted at locations determined by the Region 5 Executive Committee.

The Region 5 Executive Committee will meet at the discretion of the Region 5 Director or by a petition signed by five (5) of its voting members.

The current Region 5 Director shall chair all meetings of the Region 5 Executive Committee. In the absence of the Region 5 Director, the Region 5 Vice Chairperson shall serve as chairperson. In the absence of both, the committee shall select someone from their ranks to chair the meeting.

7.0 Quorum

7.1 Proxy

Section Chairpersons may vote in person or designate an alternate with power to vote. All other voting members must cast their vote in person.

7.2 Region 5 Quorum

At least one-half of the Sections must be represented at Region 5 Committee meetings to constitute a quorum. In the absence of a Section Chairperson or approved Section Representative, the Region 5 Director may declare a voting member of the Region 5 Executive Committee from that Section to represent that Section.

7.3 Region 5 Executive Committee Quorum

Eight (8) voting members of the Region 5 Executive Committee shall constitute a quorum for a Region 5 Executive Committee meeting.

8.0 Region 5 Committees

Committees within the Region shall consist of Standing Committees and Ad Hoc Committees as necessary to conduct the Region's business. The Standing Committees are: (1) Nominations and Appointments Committee (2) Student Activities Committee (3) Professional Activities Committee (4) Bylaws Committee (5) Membership Development Committee (6) Educational Activities Committee (7) Conference Committee (8) Audit Committee (9) Awards and Recognition Committee, (10) History Committee (11) Strategic Planning Committee (12) Women in Engineering Committee (13) Young Professional Committee (14) Society Liaison (16) Life Members Committee and the (17) Finance Committee.

Committee membership is selected through the Nominating and Appointments Committee as described in the Operations Manual.

Unless reinstated by the incoming Director, all Ad Hoc Committees expire with the term of the outgoing Director. All but the Nominations and Appointments Committee meet at the discretion of the Region 5 Director and the Chairpersons of the respective committees.

Region 5 Committee descriptions shall be described in the Region 5 Operations Manual.

9.0 Distribution of Region 5 Bylaws

A copy of these Bylaws shall be accessible to each member of Region 5

10.0 Amendments

The Region 5 Committee may amend these Region 5 Bylaws by a two-thirds majority of all votes cast at any properly constituted Region 5 Committee meeting. Proposed changes and reasons therefore shall be mailed (electronic mail is acceptable) to all voting members of the Region 5 Committee at least 20 days prior to the meeting at which the vote is to be taken. These bylaws may also be amended by e-mail ballot provided approval votes are received from two-thirds of the total Region 5 Committee. In accordance to IEEE Bylaws, following endorsement from the Region 5 Committee, the revised Bylaws shall be forwarded to the IEEE Member and Geographic Activities Board for final approval. A copy of all region Bylaws and subsequent revisions shall be on file in the Member and Geographic Activities Department and shall not be effective until approved by MGA Board.

11.0 History

April 2, 2022 – Approved by Region 5 Assembly. Additions included new Lone Star Section.

June 25, 2022 – Approved by MGA Board.

April 6, 2024 – Approved by Region 5 Assembly. Additions include establishment of a Region Operations Manual and relocation of material from Bylaws to Region Operations Manual. Position and Committee descriptions that differ from the MGA Operations Manual will be defined for more clarity and understanding.

June 22, 2024 – MGA Board PASSED