

14 - MAN COMMITTEE - AIEE-IRE MERGER

MINUTES OF THE FOURTH MEETING

Meeting Place: Cleveland, Ohio - Cleveland Engineering and Science Center

Date and Time: September 10, 1962 - 8:15 A. M. to 5:30 P. M.

Attendance: All members present except C. H. Linder. Ernst Weber attended as Observer and D. G. Fink as Secretary.

Actions Taken:

1. Changes in Addresses and Telephone Numbers:

Mr. Hendley Blackmon, Engineering Manager
Association Activities
Westinghouse Electric Corp.
3 Gateway Center, 23-N
P. O. Box 2278
Pittsburgh 30, Pa.
412/EX 1-2800
Extension 3124 or 3621

324 Edgewood Road
Pittsburgh, Pa.
412/PE1-6036

Mr. Clarence H. Linder
General Electric Company
1 River Road
Schenectady 5, N. Y.
518/FR 2-4500

1322 Ruffner Road
Schenectady 9, N. Y.
518/FR 7-4316

Mr. Donald G. Fink
The Institute of Radio Engineers, Inc.
1 East 79 Street
New York 21, N. Y.
212/LE 5-5100

845 Dale Road
Meadowbrook, Pa.
215/TU 7-3126

2.11.117

2. Correction and Additions to Minutes of the Third Meeting.

Mr. Blackmon suggested the following additions to the Minutes of the Third Meeting and they were accepted by the Committee:

1. The Committee agreed to discuss, at an early meeting, the principle that IEEE work toward: (a) developing a single set of Divisions covering the complete field of technical interest; and (b) each Division to include to the extent practicable, both PTGs and TCs having common interests.
2. Shortly before adjournment (of the Third Meeting), Mr. Chase distributed formal recommendations from four AIEE Departments (TOD, GAD, PDR, Pub.) for review and discussion as merited at the next meeting.

Mr. Peterson requested that his vote on the Name of the Merged Institute (Item 15, page 8, Minutes of the Third Meeting) be corrected to read "No". The corrected vote is Aye - 11, No - 2 (Mr. Haggerty and Mr. Peterson), Abstain - 1 (Mr. Pratt). The initial of President Haggerty was corrected to "E." in Item 5. With these additions and corrections, the Minutes were approved as presented.

3. Report on Ballot. Mr. Fink reported the following count of ballots for the election of Directors of IEEE:

As of September 5, approximately 97% of the valid ballots returned to IRE Headquarters were marked "For" the slate, 3% "Against". Of the ballots mailed by IRE, 37% had been returned by that date. The actual votes tallied were: "For" 23,367; "Against" 786; ballots not valid 238.

As of September 7, approximately 98% of the valid votes counted by AIEE Headquarters were marked "For" the slate; 2% "Against". Of the ballots mailed by AIEE approximately 37% had been returned by that date. The actual votes tallied were: "For" 16,424; "Against" 312; ballots not valid 39; ballots not yet counted 4,559.

Mr. Fink reported that subsequent to the Third Meeting, Nominees Herwald and Jones had withdrawn their names; Dr. Ferdinand Hamburger and Mr. John W. Davis had agreed, respectively, to be nominated. The corrected slate was approved by the AIEE and IRE Boards. On advice of legal counsel, the ballot list was limited to 25 names. Nominees Goldsmith and Robertson were not so listed, but were identified as Directors Emeritus. Nominee Rinia was not listed, since the Director of Region 8 must be elected by that Region after the By-Laws are adopted by the IEEE Board. It is anticipated that Mr. Rinia will be nominated when the regional election takes place.

4. Attendance by Director-Elect Oliver. It was agreed that Director-Elect Oliver would be invited to attend all meetings of the Merger Committee after October 1st.

5. Dues for AIEE Members Having Three Years Membership or Less. Mr. Fink noted that the Principles of Consolidation were not explicit as to the IEEE dues to be charged for former AIEE members having three years membership or less. After discussion, the Committee unanimously decided that IEEE dues for members of IRE and of AIEE should be identical with respect to length of prior membership in the constituent Institutes. The following cases were identified:

1. Members of IRE only, having three years membership or less as of December 31, 1962, to pay \$10. 00 IEEE annual dues until the end of the three year period of IRE and IEEE membership combined.
2. Members of AIEE only, same as case 1. , above.
3. Members of both IRE and AIEE, having membership in both Institutes three years or less as of December 31, 1962, to pay \$10. 00 IEEE annual dues until three years membership is obtained, counting the longer period of prior membership, plus IEEE membership.
4. Members of both AIEE and IRE, membership for more than three years in one Institute, but three years or less in the other Institute as of December 31, 1962, to pay \$15. 00 IEEE dues for the calendar year 1963 and thereafter.
5. All other members of either or both constituent Institutes, to pay \$15. 00 IEEE dues for calendar year 1963 and thereafter.
6. New members of IEEE, elected on or after January 1, 1963, to pay \$10. 00 IEEE annual dues until three years membership is attained and \$15. 00 annual dues thereafter.

It was pointed out by the Secretary that the extension of \$10. 00 dues, to AIEE members having less than three years membership, had not been contemplated in the budget estimates previously presented and that this would reduce dues income for 1963 by an amount estimated at \$35, 000. The Committee felt that it was necessary, in spite of this further demand on the IEEE reserve funds, to treat all former members in identical fashion, and directed the Secretary to bill IEEE dues in accordance with the above-listed schedule.

6. Procedure for Dues Billing and Choice of Publication. The Secretary was authorized and directed to send out IEEE dues bills for the calendar year 1963 to the IRE membership at the usual time (starting in November), to advise each IRE member that he would receive the PROCEEDINGS, and to recommend that each IRE member also subscribe to ELECTRICAL ENGINEERING; to advise each IRE member who is also an AIEE member (1) to so indicate on a form provided for this purpose and (2) to indicate on this form his choice of publication as between PROCEEDINGS and ELECTRICAL ENGINEERING. The bill statement will recommend that each such common IRE-AIEE member subscribe to the alternative publication. It was suggested by the Secretary that each common IRE-AIEE member be informed, in this mailing, that he is entitled to a dues credit for the unexpended portion of his AIEE dues, if he desires to take such credit, and that the credit may be applied against his IEEE dues for the calendar year 1963. This suggestion was approved by the Committee. The usual practice of soliciting PG (now PTG) memberships will be followed in this mailing.

The Secretary was further authorized and directed to send out IEEE dues bills, for the calendar year 1963, to members of AIEE only at the usual time (March, 1963), in the amounts specified in Item 5 of these minutes. Duplicate billing of common IRE-AIEE members will be avoided, to the extent practicable, by removing from the AIEE mailing the names of all those who have indicated in the returns of the prior IRE mailing that they are a common member and have paid their IEEE dues in response to the IRE mailing. The AIEE mailing will state that AIEE-only members will receive ELECTRICAL ENGINEERING and will also solicit subscriptions to PROCEEDINGS and memberships in the PTGs. The subscription prices for PROCEEDINGS and ELECTRICAL ENGINEERING must be decided upon promptly. The Secretary will advise the Merger Committee of his recommendations.

7. Headquarters Arrangements. The Secretary stated his understanding of prior decisions to the effect that the Headquarters of the IEEE would be located at 47th Street, in the United Engineering Center, that the Annual Assembly would be held there, and that meetings of the IEEE Board would be held there unless instructions to the contrary are given by the Board for a specified meeting. The General Manager will have his principal office at the UEC. The Secretary advised the Committee of his intention as General Manager to locate at the UEC the combined editorial staff and the combined staffs in support of the Professional Technical Groups and the Technical Operating Committee, and to locate the combined staffs for other functions at 79th Street. A desk count indicates that this distribution of staff is feasible. The Committee endorsed this plan.

8. Type of Advertising Department. The Secretary brought to the attention of the Committee that two basically different types of advertising department are now used by IRE (contracted service, William Copp Associates) and AIEE (in-house staff reporting to the Manager of Publications), and that a decision must be made promptly to follow one pattern or the other. Mr. Pratt

asked for Mr. Fink's recommendation as General Manager; Mr. Fink advised that we adopt for IEEE the contracted-service system, since it would be inadvisable to interfere at this time with solicitations in support of the International IEEE Convention and Show, scheduled for March, 1963, or with solicitation of 1963 contracts for PROCEEDINGS advertising. A severe loss of advertising revenue would otherwise occur. After discussion, Mr. Peterson recommended that the responsibility for maximizing IEEE advertising and show income, within proper limits for a professional society, be vested solely in the General Manager and that he advise the IEEE Executive Committee periodically of his plans to meet this responsibility, including any plans to change the type of organization or its management. The Committee agreed with this recommendation and the Secretary announced that he would proceed immediately to bring the IRE and AIEE advertising departments under common direction.

9. Engstrom Speech. Co-Chairman Haggerty read portions of an address presented by Dr. E. W. Engstrom to the WESCON Banquet, in which comments on the IEEE and its future opportunities were made, for the information of the Committee.

10. Proposal by Eric Weiss. The Secretary distributed copies of a proposed organization plan for the technical functions of IEEE, which he had received from AIEE Member Eric A. Weiss. It was agreed that this document was pertinent to the discussion of PTG and TOC activities scheduled for this meeting. (Item 13 of these minutes.)

11. Action List on Committee Activities. The Committee was reminded that the functions of the IRE Nominations and Appointments Committee (which would normally be appointed in November) had been performed by the Merger Committee in the Ballot nominations and announcement of intended recommendations to the IEEE Board, except certain Committee appointments. It was then noted that many other Committee functions require scheduling. Co-Chairman Haggerty requested the Secretary, with the assistance of the Executive Secretaries, to prepare a comprehensive list of Committee Appointments and Activities (in all technical, administrative and organizational functions of IRE and AIEE), to identify the actions required and the dates, to prepare specific recommendations in each case and to mail same to the Committee members as soon as possible.

12. Regional and Sectional Boundaries. Dr. McFarlan reported on his recent trip through South America, Central America and Mexico. He stated that Mexican members would prefer not to be part of Region 5, and suggested that they be part of a Latin American District bounded on the south by the Amazon Valley and on the North by the Rio Grande. The Committee agreed to this proposal and set the boundary of Region 5 at the Rio Grande. Dr. McFarlan reported that another District of Region 9 would be favored in South America, south of the Amazon.

To take up questions of Regional Boundaries, the Co-Chairmen appointed an Ad Hoc Regional Boundaries Subcommittee consisting of Peterson (Chairman), Cozzens, Teare, Weber and Fink (ex-officio).

The first action of this Subcommittee is to send an Information Letter to IRE and AIEE Directors and Section Chairmen (with copies to all IRE/AIEE officials listed for press releases from the Merger Committee). Attached to this letter would be a copy of the Peterson-Cozzens report on Regional Boundaries, as revised July 11. The letter would be sent to Section Chairmen to study this report, to note errors or omissions and to make any recommendations to their IRE Regional Director or AIEE District Vice President, as appropriate. The latter will collate these returns and forward a summary report to the respective Executive Secretary. Notice will be given that the Ad Hoc Subcommittee would meet after October 1 to set Regional Boundaries after consideration of these summary reports.

The second action of the Ad Hoc Subcommittee is to contact all IEEE Regional Directors-Elect and incumbent IRE Regional Directors and AIEE District Vice Presidents to arrange an early meeting with the Ad Hoc Subcommittee to discuss Regional Boundaries and future plans for setting Sectional Boundaries.

The third action is the preparation by the Ad Hoc Subcommittee of a "Guideline Letter" outlining questions and (where available) answers, preliminary to the writing of Region-District-Section Operating Manuals. The Secretary, with the assistance of the Executive Secretaries, will prepare these Manuals for distribution by January 1, 1963, at the latest.

Mr. Peterson described a Plan for Merger of Sections which had been drawn up by the Los Angeles Sections, as follows:

1. Appoint a joint committee of experienced members to prepare in detail plans and schedules for:

- A. Joint Meetings - Merged Meetings (of Committees, Sections, Chapters, etc.)
- B. Merged Section Finances
- C. Merged Subsections
- D. Merged PTG Chapters and Technical Groups
- E. Merged Student Branches
- F. Merged Publications
- G. Merged Special Activities
- H. Recommendations to National 14-Man Merger Committee

2. These plans have the objective of a smooth merger of Section activities beginning in January, 1963, to be completed in one to three years.

13. Technical Committees and Groups. Mr. Blackmon drew the attention of the Committee to the recommendation in the "Blue Book" (Item 2.2 of these minutes) that an Ad Hoc Subcommittee on PTG/TOC Affairs be appointed to meet with AIEE TOD Officers Harder, Lawton and Trucksess. The Co-Chairmen appointed Dr. Weber as Chairman of this Subcommittee with Mr. Blackmon and Dr. Oliver as members representing the Merger Committee, and they asked that three IRE officials be appointed later by Dr. Weber.

Co-Chairman Haggerty reviewed his understanding of the operations of the IRE Professional Groups and Technical Committees as follows:

1. Certain technical activities fall naturally within the Professional Group area, because they represent the spontaneous and enthusiastic interests of those who petition for the PG and direct its activities. These PG areas do not cover the whole of science and technology within the IRE Charter, nor are these PG areas necessarily handled in a uniform way, since the PG petitioners and officers have a high degree of autonomy.
2. Technical activities which are not naturally handled, or not uniformly handled, by the PGs are the concern of either (a) Ad Hoc Study Committees or (b) Standing Technical Committees of IRE. These committees are directly responsible to the Board of Directors.

Mr. Haggerty suggested that the basic issue was whether (1) the PTGs and TCs should be commonly supervised, or (2) they should be kept separate, the PTGs deriving their form and quality from the grass roots, the TCs making sure that gaps in the breadth and depth of PTG activity were filled, under the supervision of the Board of Directors. He recommended the second alternative as the preferred philosophy of organization for the IEEE.

Mr. Blackmon recommended that primary responsibility for writing IEEE Standards should be vested in the PTG, at least in those technical areas in which a PTG exists. Dr. Berkner pointed out that PTG officers are often not interested in Standards work and that Standards often cover technical areas common to several Groups.

Mr. Haggerty suggested that whenever a PTG feels that Standards should be written in its area, its officers should approach the Standards Committee requesting this action and simultaneously nominating a list of qualified IEEE members (within or without the PTG) to assist in writing the Standards. The primary responsibility for IEEE Standards would rest with the Board of Directors which would delegate this responsibility to the Standards Committee.

The Committee requested the Secretary to start work, with the assistance of the Headquarters' Staff, on (1) a Guideline Letter for PTGs, to be followed by a PTG Operating Manual and (2) a Guideline Letter for TCs, to be followed by a TOC Operating Manual. Tentative outlines and manuscripts were requested by November 1, 1962. The Secretary was appointed, ex-officio, a member of the Ad Hoc Subcommittee on PTG/TOC Affairs.

Dr. Teare pointed out that many AIEE members were concerned about uniform standards for the review of papers appearing in PTG TRANSACTIONS. It was pointed out by Dr. Ryder that all PG TRANSACTIONS are now published through IRE Headquarters channels and that uniform procedures do in fact exist. However, it was pointed out that the technical excellence of papers necessarily varies with the field of interest, and the personnel directing PG affairs.

14. IEEE Conventions after 1963. Mr. Blackmon brought the following statements to the attention of the Committee:

"Policy regarding New York meetings after 1963. The AIEE WGM Committee of the New York Section has definite commitments with the Hotel Statler for WGMs 2/2-7/64 and 1/31-2/5/65, and they have asked TOD what to do about these 1964/65 commitments. TOD Ad Com recommends that the 14-Man Committee consider formulating a statement regarding the IEEE Winter New York meeting along the line that: two exhibits will be held during the meeting week comprising electronic equipment at the Colosseum, and other types of electrical equipment at a second suitable exhibit area; and that the NY Committee should explore with the Statler Hotel: (1) whether the 1964/65 commitments can be cancelled; (2) for those not cancellable, renegotiate for change of dates to conform to the IEEE schedule; and (3) if the IEEE dates are impracticable for the Statler, to enlist the Statler's help to transfer commitments to the new Hilton Hotel in New York for the new dates."

The Secretary was asked to investigate these matters and to report at a later meeting. It was the sense of the Committee that the 1964 Convention and Show (to be held late in March, 1964) be planned to embrace the whole range of IEEE interests, including the present IRE areas and such AIEE areas as Power Generation, Transmission, Distribution and Application.

15. Editorial Policy Committee. The Committee nominated the following to be members of the IEEE Editorial Policy Committee:

H. E. Corey ✓ *McAdams*
OK Charles Hatcher D
Seymour Herwald
L. F. Hickernell PP
T. F. Jones EA
Joseph M. Pettit BA II
John R. Pierce EA
John D. Ryder EA *sinclair Gen Radio*
Geo. Haller

Advisors to the Committee would include:

A. N. Goldsmith EA
Ferdinand Hamburger EA
T. A. Hunter EA
Donald B. Sinclair PP

and any of the above nominees who do not wish to accept Committee membership, but are willing to serve as advisors.

Alternate nominees for Committee membership would be:

Donald B. Sinclair
G. K. Teal (alternate to John R. Pierce)
John R. Whinnery (1st alternate to J. M. Pettit) PP
John Granger (2nd alternate to J. M. Pettit) EA Trans

The final make-up of the Editorial Policy Committee, following consultation with the nominees, will be communicated to the Merger Committee by the Secretary.

16. Date of Next Meeting. The next meeting of the Merger Committee will be on Friday, October 18, 1962. Co-Chairman Haggerty was charged with the detailed arrangements for the meeting place and travel plans. He will inform the Committee members and Observer Weber and Secretary Fink at an early date.

Respectfully submitted

Donald G. Fink

Donald G. Fink
Secretary

September 13, 1962