

CONSTITUTION FOR APPLIED COMPUTATIONAL ELECTROMAGNETICS SOCIETY

ARTICLE I Name and Object

Section 1. This organization shall be known as the Applied Computational Electromagnetics Society (ACES).

Section 2. Its objective shall be scientific, literary, and educational in character. The Society shall strive for the advancement of the theory and practice of electrical and electronics engineering and of the allied arts and sciences with the maintenance of a high professional standing among its members and affiliates.

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

ARTICLE II Field of Interest

Section 1. The Field of interest of the Society is computational code development, application, and verification in the electromagnetic fields including experimental and theoretical advances.

Section 2. The field of interest of the Society may be enlarged, reduced, or shifted moderately as the needs of the occasion indicate with the provision that such revisions shall be processed as an amendment to this Constitution.

ARTICLE III Membership

Section 1. Membership in the Society shall be available to all persons practicing in the field of electromagnetics.

ARTICLE IV Financial Support

Section 1. The Society shall collect from its members an annual assessment or fee, in accordance with the Bylaws and applicable rules and regulations.

Section 2. The Society may make registration charges at its meetings, reviews, symposia, conferences and conventions.

Section 3. The Society may raise revenues by other means, such as advertising, shows, requests for contributions, and charges for sending out notices to non-Society members, provided such means are consistent with the purposes of the Society.

ARTICLE V Administration

Section 1. The Society shall be managed by an Administrative Committee (AdCom) of members of the Society. The voting members of the Administrative Committee shall be composed of nine officials: the President, the

Vice President, the Secretary, the Treasurer, three elected members at large, and the two most junior past presidents. There may also be members “ex-officio” without vote.

Section 2. Every two years, the Society shall elect from members of the Society a President, a Vice President, a Treasurer, and a Secretary. The terms of office for these four officers shall be for two years or until another person has been elected or appointed to fill the office.

Section 3. The terms of the three elected members at large of the Administrative Committee shall be for three years or until another person has been elected or appointed to fill the office. One member is to be elected each year.

Section 4. The newly elected President, Vice President, Secretary, Treasurer and members of the Administrative Committee shall assume office upon election each year, unless a different time is provided by the Bylaws.

Section 5. The duties and responsibilities of the officers shall be as defined hereunder and in the Bylaws and as delineated by the Administrative Committee.

Section 6. Subsidiary groupings may be formed within the Society and the nature and designation of the sub-groupings, and the supervision of their affairs, other than by the Administrative Committee, shall be prescribed in the Bylaws.

Section 7. The President, under direction of the Administrative Committee, shall have general supervision of the affairs of the Society. He shall preside at meetings of the Administrative Committee, at general meetings of the Society, and have such other powers and perform such other duties as may be provided in the Society Bylaws, or as may be delegated to him by vote of the Society Administrative Committee. In his absence or incapacity, his duties shall be performed by the Vice President.

Section 8. The President shall be an ex-officio member of all Committees of the Society.

Section 9. The Administrative Committee may establish standing or ad hoc committees as prescribed in the Bylaws, including both functional committees and technical committees. Technical committees may be established as needed to develop specific areas of the field of interest. All appointments to committee and similar posts will be for a term of one year or until successors are appointed or the committee is dissolved.

Section 10. Within-term-vacancies on the Administrative Committee, either of offices defined in Section 2 of this Article or of members at large defined in Section 3 of this Article, shall be filled by appointments, for the unexpired terms, by the President with the consent of the Committee.

ARTICLE VI Meetings

Section 1. The Society may hold meetings, conferences, symposia, or conventions, either alone or in cooperation with other technical organizations. The Society shall sponsor at least one technical conference of national scope each year, the Annual Review, which may be held as a separate conference or in connection with some other meeting.

Section 2. The Administrative Committee shall hold at least one meeting each calendar year, preferably at the time of the Annual Review. Other meetings of the Administrative committee shall be held at such times as are found necessary and/or convenient. Special meetings of the Committee may be called by the President at his own discretion or upon request of three other members of the Committee, with at least 20 days notice.

Section 3. A majority of the voting members of the Administrative Committee shall constitute a quorum. All members shall have an equal vote. Ex-officio members will not have a vote.

Section 4. A majority of the legal votes cast by those members of the Administrative Committee attending a meeting shall be necessary for the conduct of its business except as otherwise provided in this Constitution.

Section 5. Business of the Administrative Committee may be handled by correspondence, telephone, or telegraph where in the opinion of the President matters requiring action can be adequately handled in that manner. A majority of the legal votes of the Committee is necessary for approval of actions handled in that manner, unless otherwise provided. Telephone acts are to be promptly confirmed in writing.

ARTICLE VII Publications

Section 1. Publications undertaken by the Society shall be subject to guidance or controls prescribed by the Administrative Committee or its duly appointed committees.

Section 2. The President, with the advice and consent of the Administrative Committee, shall appoint such editors as may be required to implement the publication program. The duties of than editor, and his compensation, if any, shall be prescribed in the Bylaws.

ARTICLE VIII Amendments

Section 1. Amendments to this Constitution may be initiated by the AdCom or by petition submitted by 10 members of the Society. The proposed amendment shall be published either at the Annual Review or in the Society Transactions or Newsletter, or otherwise publicized by direct mailing to the membership. A proposed amendment may be adopted at either the Annual Review or by mail ballot. For adoption at the Annual Review, a two-thirds approval vote of those attending and voting is required. For adoption by mail ballot, the proposed amendments shall be mailed with a ballot to all members of the Society 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. For a mail ballot, approval of the amendment by at least two-thirds of the ballots legally cast shall be necessary for its enactment.

Section 2. Suitable Bylaws, and Amendments thereto, may be adopted by a two-thirds vote of the Administrative Committee present in meeting assembled, provided that notice of the proposed Bylaw or Amendment has been sent to each member of the Administrative Committee at lest three weeks prior to such a meeting by first-class mail; or a Bylaw or Amendment may be adopted by a two-thirds mail vote of the members of the Administrative Committee provided a 30-day period is provided for such responses. In either event, the proposed Bylaw or Amendment shall be published in the Society Transactions or Newsletter. No Bylaw or Amendment shall take effect until 30 days after it has been published to all members of the Society.

Section 3. All amendments to the Constitution or Bylaws shall become effective 30 days after the affirmative vote and all required approvals have been obtained, unless a later date has been specified at the time the vote is taken.