

ELECTRICAL ENGINEERING®

Field Services

NUMBER

69

BOARD PICKS CANDIDATES, TOUGHENS IEEE POSITION ON REGISTRATION,
AND VOTES DOWN A PROPOSED DUES INCREASE FOR 1978--ALL IN ONE MEETING

Action was the byword at the first meeting of the year of IEEE's Board of Directors. Working largely in open sessions for the first time in Institute history, the Board moved on several fronts during its February 19-20 session in Washington, D.C. It:

- Nominated candidates for the 1978 IEEE Presidency and Executive Vice Presidency
- Made major changes in IEEE Policy Statement 7.3, Registration of Engineers
- Rejected a proposed \$5 increase in the general dues for 1978
- Lent its support to the lobbying effort of the United States Activities Board in behalf of service contract reform
- Opened the door to a potential IEEE withdrawal from the Engineers Council for Professional Development by year's end
- Approved a joint USAB/Technical Activities Board position concerning the role of the U.S. Government in civilian communications satellite research and development

Nominated for the post of 1978 IEEE President was Ivan A. Getting, an IEEE Fellow who is presently president of the Aerospace Corp. Nominated to succeed himself in the role of Executive Vice President was Carleton A. Bayless, a division manager for the Pacific Telephone and Telegraph Co., who successfully achieved his present Institute position as a petition candidate. A detailed biography of Dr. Getting appeared in the March Spectrum, p. 27; one of Mr. Bayless appears in the April issue, p. 18. To date, no member has informed IEEE of an intention to run as a petition candidate.

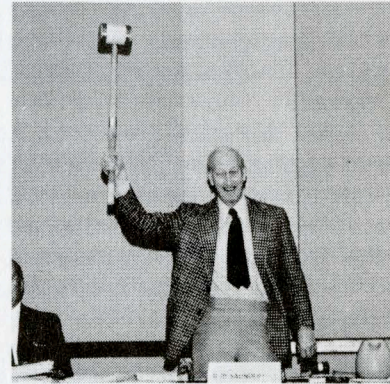
A detailed discussion of the Board's debate on revisions in IEEE's policy regarding registration and the Institute's dues structure also appears in the April Spectrum (p. 17). The Spectrum account will be useful to all Institute officers, in light of the potential impact on IEEE that Board decisions on both issues could have in the near future.



1976 President Joseph Dillard passes the chair to 1977 President Robert Saunders.



Mr. Dillard shows Dr. Saunders how to use the presidential gavel.



Dr. Saunders: "I'm Robert and these are my rules."

SEARCH COMM. OFFERS PROFILE
OF IEEE GENERAL MANAGER'S JOB

To aid in the hunt for a successor to IEEE General Manager and Executive Director H.A. Schulke, Jr., the Institute's ad hoc Search Committee, chaired by IEEE Past President Robert H. Tanner, has recently released, with the approval of the Executive Committee, a detailed description of IEEE's senior staff post. For a copy of this document, which sums up both the responsibilities and authority of an IEEE Executive Director and General Manager, write to Emily Sirjane at Headquarters.

USAB NEWS

Two pension related bills were introduced into the House of Representatives this January. Congressman Robert Cornell (D-Wis.) introduced the two identical bills, which would allow establishment of a Limited Employee Retirement Account (LERA) by individuals now disqualified from participation in an Individual Retirement Account (IRA) because of participation in other plans.

USAB urges IEEE members to follow up on these pending bills, and to exert influence on their congressmen to lend support. The two bills' co-sponsors are as follows. H.R. 114: Congressmen Robert J. Cornell (D-Wis.), Matthew McHugh (D-N.Y.), William J. Hughes (D-N.J.), Dale Milford (D-Tex.), John Murphy (D-N.Y.), Robert Edgar (D-Pa.), Joe Moakley (D-Mass.), Daniel Flood (D-Pa.). H.R. 2405: Congressmen Robert J. Cornell (D-Wis.), Michael T. Blouin (D-Iowa), Abner J. Mikva (D-Ill.), James R. Mann (D-S.C.), Edward R. Roybal (D-Cal.), Paul Simon (D-Ill.).

Protection against "salary busting" for professional employees working under service contracts is the purpose of a bill Senator Lawton Chiles (D-Fla.) has just introduced into the Senate. The bill, S.969, would amend the 1965 Service Contract Act to extend needed protection to professionals. It is an identical companion to H.R. 314, which has already been introduced in the House. The bill was co-sponsored in the Senate by Richard Stone (D-Fla.) and John Sparkman (D-Ala.).

A telephone "hot line," reserved for information about USAB programs and interests, has just been installed in the USAB office

Profile:
Douglas M. Hinton



IEEE's 1977 Vice President for Regional Activities is Douglas M. Hinton. A Senior Member of the Institute and a former Region 7 Director (1972-1973), Mr. Hinton is a Canadian who, since 1964, has been supervisor of engineering training at Bell Canada's Technical Training Center in Belleville, Ont. In this capacity, he is responsible for training in transmission and radio design. Prior to this position, Director Hinton was involved in the design and analysis of mobile, HF, microwave, scatter, and space systems for Bell Canada, which he joined in 1947. He has represented the Telephone Association of Canada on Committees of the Canadian Radio Technical Planning Board, the Canadian Standards Association, the Canadian National CCIR (International Radio Consultative Committee), and at CCIR Conferences in Washington, D.C., and Geneva, Switzerland. Mr. Hinton has authored papers on the coordination of space and microwave systems and the design of mobile radio.

This is the second in a series of profiles on IEEE officers.

in Washington, D.C. IEEE members dialing 202-785-2180 will hear such information as: the status of pending legislation of interest to IEEE; the results of the latest IEEE national and local surveys; the availability of new USAB publications; and timely summaries of USAB and IEEE Board of Directors actions.

Following the lead of the Cleveland Section, which installed a similar line last fall, USAB has installed this line to enhance the information flow from USAB to IEEE members. The recorded message will be updated frequently, and a call counter will monitor the number of calls received to help USAB officers evaluate the line's effectiveness.

A new IRS publication delineates the provisions for establishing an Independent Retirement Account (IRA), discusses the annual filing requirements, and outlines the changes (cont'd on p. 4, col. 2)

E.E. is sent without cost beyond dues to officers of IEEE Boards, Committees, Divisions, Societies, Groups, Technical Councils, Conferences, Regions, Regional Councils, Sections, Subsections, Chapters, and Branches. Second-class postage is paid at Piscataway, N.J.



Membership Development Committee

Contact: Robert Asdal

MD TRANSFER GETS NOD - The Executive Committee at its February 18th meeting approved the transfer of the Membership Development Committee from its responsibility to the Regional Activities Board. Final approval must be given when the Board of Directors meet again on July 12. Board approval is expected. Work is already underway to develop an adequate level of budgetary and staff support for membership development for both 1977 and 1978.

An adequate budget, supported by a full-time staff, would allow more intensified membership promotion and retention efforts. Market research, an area that has never been explored by IEEE for membership promotion purposes, would be the first order of business for a new MD department. Expanded promotional activities might include direct mail to prospective members from commercial mailing lists, gaining management support for extensive in-company membership promotion, increased visibility at IEEE and non-IEEE Conferences, advertising, and providing our geographic and technical units with new promotional tools such as audio-visual presentations.

BUDGET FACTORS CRITICAL - The 1978 budget development process began on March 22 with the first meeting of the Executive Committee's Budget Advisory Committee. Bob Asdal, Director, Field Services and Cy Tunis, Regional Activities Board Finance Chairman pointed out that there has never been a uniquely identified item for membership promotion in the Institute's budget, nor has there ever been a full time staff to support this most important activity. With the Institute's budget so closely matched to available income from dues, they emphasized the need for immediate and ongoing funding and staff to adequately support continued membership growth. At the time of this writing, the budget development process had only begun and no word on funding levels is known.

IDEAS FOR SUCCESS NEEDED: Your MD representative needs your ideas concerning areas in which we should be concentrating to tap potential memberships. Is your company a prospect for a concerted membership drive? Tell us how we can help! Do you know of an upcoming IEEE or non-IEEE sponsored conference where we should be visible? Tell your representative about it! Or can you think of places where advertising would help promote membership? Suggest it to your representative. (Listed in the January issue) Please copy Bob Asdal, Director, Field Services, IEEE HQ., and Ken Atwood, MD Chairman, (EE Dept., University of Utah, Salt Lake City, Utah 84112) on all correspondence.

MD TO MEET ON APRIL 18TH. Your ideas will be evaluated and discussed at the upcoming meeting of the MD Committee - or later by mail - to determine our program priorities and budget needs for 1978. You are welcome to attend if you are in the area! (The Committee will meet beginning at 9:00 AM in the Americana Hotel, New York City - during ELECTRO '77.)

MD MATERIALS AVAILABLE - The IEEE provides a wide variety of material to implement the membership development work. The following is available upon request to the Field Services Department, IEEE Headquarters. While most of the material is free, the items which do cost are noted:

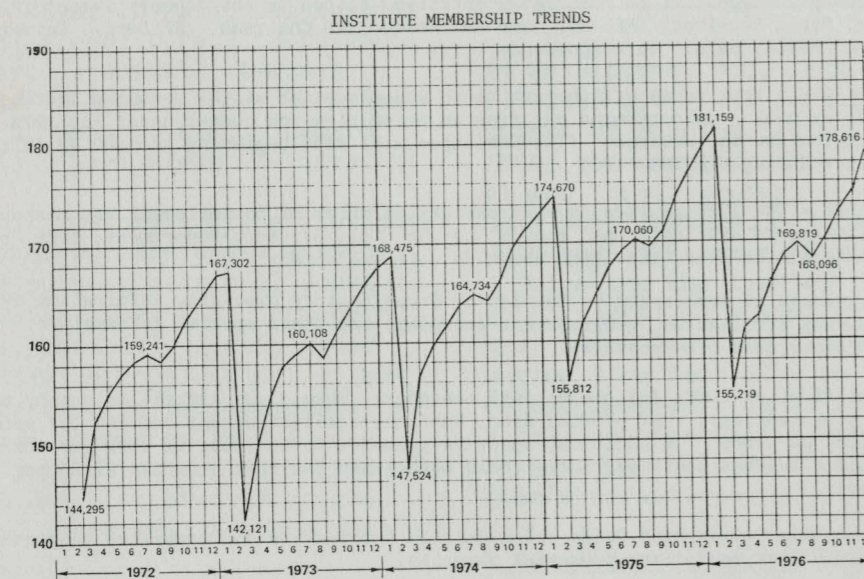
- (1) Computer printouts of membership by Section or Group/Society providing information by a member's company affiliation, geographical grouping, and other special information. (COST: \$.024 per name plus postage)
- (2) Pocket identification cards for use at IEEE meetings. When cards are filled out by non-members at your meetings, they provide name, business affiliation and address for membership promotion purposes. In addition, space is provided to indicate if they are IEEE members and are interested in upgrading their membership in IEEE. (COST: \$7.50 per 1000 plus postage)
- (3) Section Membership Development Guide which details information and committee responsibilities and is most useful for promotion purposes.
- (4) IEEE membership brochures which explain some of the many tangible benefits of IEEE membership, list the IEEE Groups and Societies (including special fees), and provide a short membership application form.
- (5) Student membership brochures which include a Student membership application form.

- (6) Application for admission or transfer to Member or Senior Member grade kit.
- (7) Applications for enrollment in IEEE Groups or Societies. (F-40S)
- (8) Application for reinstatement of IEEE membership. (B-64)
- (9) Postcards for members to provide names and addresses of prospective members. Headquarters will mail membership material to these potential members. (B-66)
- (10) Membership development posters.
- (11) IEEE group insurance leaflet. (Some members join IEEE primarily for this insurance plan)
- (12) Reprint of the article "The Engineering Society -- A Study in Values" by Past President Walter K. MacAdam. (A thoughtful answer to the question, "Why should I join IEEE?")
- (13) A guide on "How to Operate a Membership Desk During IEEE-Sponsored Conferences." This useful guide tells how to set up and man a membership desk at a conference and indicates what special materials are available for such a desk.

NON-MEMBERS AT YOUR SECTION AND CHAPTER MEETINGS. You have an excellent source of new members in those non-members occasionally attending your meetings. By their presence, they have expressed interest in IEEE activities. A strong and continuing program to promote membership at your Section and Chapter meetings will produce results. How do you organize this important effort?

1. Set up a membership desk staffed by your Membership Committee at every Section and Chapter meeting.
2. Display ample supplies of IEEE promotional literature (available at no charge from IEEE).
3. At the close of each meeting, encourage visitors to obtain IEEE membership information at the membership desk and join the IEEE before they leave.
4. USE POCKET IDENTIFICATION CARDS AT ALL MEETINGS (available from IEEE) and have your Section Membership Committee FOLLOW-UP on all non-member attendees by telephone to invite them to join IEEE.

NON-MEMBERS REGISTERING AT GROUP/SOCIETY SPONSORED MEETINGS. Statistics show that a substantial percentage of non-members regularly attend the conferences sponsored by the Groups and Societies. A Membership Desk should be set up at all such events to recruit existing members into the Groups and Societies as well as any non-IEEE members. If this approach is not practical, special letters should be sent to the non-member registrants after the conference, inviting them to apply for membership in IEEE and the sponsoring Group or Society.



MD NEWSLETTER DISTRIBUTION: Regional Activities Board; Regional Area Chairmen; Section MD Chairmen; Chapter Chairmen; Editors, Section/Region Publications; Divisional Directors; Group/Society Presidents; Group/Society MD Chairmen; Editors, Group/Society Newsletters; Membership Development Committee; MD Area Representatives.



Technical Activities Board

ATTENDANCE AT OVERSEAS CONFERENCES - TAX DEDUCTIONS

The Tax Reform Act of 1976 adds detailed rules to the United States Internal Revenue Code limiting the deductibility (by an individual or that individual's employer, in either case by a taxpayer) of expenses incurred by or for individuals in attending foreign conferences, i.e., conferences held outside the United States, its possessions and the Trust Territory of the Pacific.* The Act provides that expenses attributable to any foreign conferences for a taxable year other than two such conferences per individual which are selected by the taxpayer, shall be disallowed, effective for conferences beginning after 1976. A taxpayer's deductions for expenses attributable to the two foreign conferences in a taxable year which the taxpayer has selected are limited as follows.

consists of at least six hours of scheduled business activities and each half-day consists of at least three hours of such business activities. In any case, subsistence expenses incurred at, or traveling to and from, the conference are limited to the per diem rate allowed to United States government employees as then in effect for the location of the convention.**

In addition to all of the foregoing, no deduction for transportation or subsistence expenses allocable to attendance at a foreign conference is allowable unless the taxpayer's tax return includes a signed written statement indicating the total days of the trip and the number of hours of each day of the trip devoted to scheduled business activities, a program of the scheduled business activities and other required information, and a statement signed by an officer of the organization sponsoring the conference which includes a schedule of the business activities of each day of the conference, the number of hours which the individual attended such scheduled business activities and other information as may be required by the Internal Revenue Service. If an employee is reimbursed by his employer for expenditures incurred in attending a foreign conference, and the employer claims a deduction therefor, the employer must attach the foregoing (employee- and sponsor-signed) written statements to its return.

The overseas conferences presumably will assist individuals in obtaining the required documentation. The TAB Meeting Committee will endeavor to send information to the officers of all IEEE Conferences held outside the USA. We will tell them about the new regulations and the need to provide attendees with a suitable document, describing participation in the conference activities. If an overseas conference is not sponsored by IEEE, then the conference officers may not be aware of the new regulations. In these circumstances, an attendee from the USA should take the initiative to obtain suitable documentary evidence.

While the above discussion is our best interpretation of the Tax Reform Act, the income tax laws are complex and guidelines are not yet available from the IRS. Questions arising in any specific situation should be taken up with the individual's tax advisor.

(i) **Transportation.** Deductions are allowed for transportation expenses outside the United States to and from such foreign conferences, but may not exceed the lowest cost of airfare based on coach or economy class charges (deductions for first class domestic travel are not affected). The travel expenses to and from the conference, so limited, are allowed as a deduction in full (including domestic travel) only if more than one-half of the total days of the trip (excluding days of transportation to and from the conference site) are devoted to business-related activities. If less than one-half of the total days of the trip (excluding transportation days) are devoted to business-related activities, the travel expense deduction is further limited to the percentage of the days of the trip which are devoted to business-related activities.

(ii) **Subsistence.** Deductions for subsistence expenses for any day of the conference (e.g. meals, lodging and other necessary expenses) are not deductible at all unless there are at least six hours of scheduled business activities during such day and the individual has attended at least two-thirds of these activities (a deduction for one-half day of subsistence expenses is allowed if there are at least three hours of scheduled business activities for each such day and the individual has attended at least two-thirds of those activities). Notwithstanding the foregoing, a taxpayer may deduct subsistence expenses for all days or half-days of the conference if the individual has attended at least two-thirds of the scheduled business activities and each full day

* A conference held in Puerto Rico will not be considered a foreign conference. It is not clear from the Act precisely what will be considered a conference or convention as opposed, for example, to a business meeting, trade show, or exhibition, or other purely educational or commercial activity, which presumably will be excluded from the definition. The Act defines a foreign convention as any "convention, seminar or similar meeting...."

** The per diem rate is so low as in almost all cases to be substantially less than what would ordinarily be incurred by a business traveler. An up-to-date copy of the "Per Diem Supplement to the Standardized Regulations Concerning Government Civilians in Foreign Areas" may be obtained by writing the Director, Allowances Staff, Department of State, Room 501, State Annex No. 6, Washington, D.C. 20520. A copy of the current schedule of per diem allowances is attached.

Maximum Per Diem Rates (in Dollars) for Travel in Foreign Areas *⁶

| Locality | Maximum per diem rates | Locality | Maximum per diem rates | Locality | Maximum per diem rates | Locality | Maximum per diem rates |
|--------------------------------|------------------------|---|------------------------|--|------------------------|-----------------------------|------------------------|
| Afghanistan | | Burundi | 34 | Strasbourg | 42 | Naples | 45 |
| Bamiyan | \$39 | Cameroun | 51 | Other | 38 | Rome | 54 |
| Kabul | 46 | Canada | | French Guiana | 37 | Sicily, Island of | 45 |
| Other | 23 | Calgary | 48 | French Polynesia | 59 | Trieste | 38 |
| Algeria | 56 | Chicoctimi (incl. Bagotville) | 48 | French Territory of Afars and Issas (formerly French Somaliland) | 58 | Turin | 42 |
| Andorra | 30 | Edmonton | 42 | French West Indies (Apr. 16-Dec. 14, incl.) | 52 | Venice | 45 |
| Angola | | Fort Churchill | 55 | (Dec. 15-Apr. 15, incl.) | 74 | Other | 26 |
| Cabinda | 34 | Freiburger Bay, Baffin I. | 60 | Gabon | 70 | Ivory Coast | |
| Other | 30 | Halifax | 46 | Gambia | 40 | Abidjan | \$68 |
| Argentina | 50 | Montreal | 46 | Germany | | Amman | 40 |
| Ascension Island | 22 | Ottawa | 46 | Federal Rep. of Germany | | Jamaica | 50 |
| Australia | | Quebec | 52 | Augsburg | 49 | Japan (see also Ryukyus) | |
| Camberra | 54 | St. John's, Nfld. | 46 | Berlin (Western Sectors) | 55 | Fukuoka | 56 |
| Melbourne | 48 | Toronto | 46 | Bonn | 55 | Kyoto | 60 |
| Other | 44 | Trois-Riviers/Nocoelet | 48 | Bremen | 42 | Osaka-Kobe | 55 |
| Austria | 48 | Vancouver | 58 | Cologne | 61 | Sapporo | 56 |
| Bahamas | | Winnipeg | 44 | Dusseldorf | 51 | Tokyo | 57* |
| Andros Island | | Yellowknife | 57 | Frankfurt am Main (incl. Rhein Main AB) | 55 | Other | 40 |
| (May 1-Dec. 14, incl.) | 48 | Other | 36 | Hamburg | 61 | Jerusalem | 48 |
| (Dec. 15-Apr. 30, incl.) | 53 | Canary Islands | 24 | Hanover | 49 | Jordan | |
| Nassau | 53 | Cape Verde, Rep. of | 12 | Munich | 49 | Amman | 54 |
| (May 1-Dec. 14, incl.) | 61 | Central African Republic | 44 | Nurnberg | 47 | Aqaba | 54 |
| (Dec. 15-Apr. 30, incl.) | 61 | Ceylon (See Sri Lanka) | 44 | Stuttgart | 55 | Other | 22 |
| Other | 48 | Chad | 9 | Tubingen | 42 | Kenya | |
| (May 1-Dec. 14, incl.) | 48 | Chagos Archipelago | 40 | Wiesbaden | 42 | Mombasa | 40 |
| (Dec. 15-Apr. 30, incl.) | 67 | China | | Other | 34 | Nairobi | 49 |
| Bahrain | 110 | Canton | 29 | German Democratic Republic | | Other | 20 |
| Balearic Islands | 24 | Kaohsiung | 38 | Berlin | | Khmer Republic | 26 |
| Bangladesh | 46 | Peking | \$22 | Eastern Sector | 34* | Kusan | 36 |
| Barbados | | Peking | 40* | Other | 51* | Seoul | 54 |
| (Apr. 16-Dec. 14, incl.) | 46 | Peking | 18 | Ghana | 63 | Other | 33 |
| (Dec. 15-Apr. 15, incl.) | 70 | Quemoy-Matsu | 18 | Gibraltar | 33 | Kuwait | 115 |
| Belgium | \$60 | Taipei | 48 | Gilbert and Ellice Islands | 30 | Lampedusa Island | 26 |
| Antwerp | 60 | Other-Taiwan | 30 | Greece | | Laos | 12 |
| Brussels | 60 | Other | 22 | Athens | | Latvia | 25 |
| SHAPE/Chievres | 49 | Cocos (Keeling) Islands | 21 | (Dec. 1-Mar. 21, incl.) | 31 | Lebanon | 46 |
| Other | 36 | Colombia | | (Apr. 1-Nov. 30, incl.) | 36 | Lesotho | 28 |
| Belize | 30 | Bogota | 40 | Thessaloniki | | Liberia | 40 |
| (formerly Brit. Honduras) | 30 | Cartagena | 36 | (Dec. 1-Mar. 31, incl.) | \$31 | Monrovia | 40 |
| Benin (formerly Dahomey) | 55 | San Andres I. | 36 | (Apr. 1-Nov. 30, incl.) | 36 | Other | 27 |
| Bermuda | 49 | Other | 30 | Other | 26 | Libya | |
| (Dec. 1-Mar. 15, incl.) | 49 | Comoro Islands | 36 | Greenland | 26 | Benghazi | 38 |
| (Mar. 16-Nov. 30, incl.) | 62 | Congo (Cap. Brazzaville) | 30 | Grenada | | Tripoli | 38 |
| Bolivia | | Congo, Republic of the (See Zaire, Republic of) | 30 | (May 1-Nov. 30, incl.) | 40 | Other | 22 |
| Cochabamba | 30 | Costa Rica | 35 | (Dec. 1-Apr. 30, incl.) | 55 | Liechtenstein | 54 |
| La Paz | 45 | Cuba | | Guatemala | 36 | Lithuania | 25 |
| Oruro | 22 | Guanlanamc Bay | 16 | Guinea | 49 | Luxembourg | 50 |
| Santa Cruz | 33 | Other | 12 | Guinea-Bissau (formerly Portuguese Guinea) | 42 | Macao | 45 |
| Other | 18 | Cyprus | 45 | Guyana | 34 | Madagascar | 50 |
| Botswana | 31 | Czechoslovakia | 39 | Haiti (incl. Petitville) | | Madeira Islands | 37 |
| Brazil | | Dahomey (See Benin) | 39 | Port-au-prince (incl. Petitville) | 42 | Malagasy Re.—See Madagascar | |
| Belem | 55 | Denmark (See also Faeroe Islands and Greenland) | 56 | Port-au-prince | 42 | Malawi | 27 |
| Belo Horizonte | 53 | Dominican Republic | | Santo Domingo | 42 | Malaysia | 40 |
| Brasilia | 53 | La Romana | 58 | Other | 66 | Maldives Islands | 12 |
| Manaus | 49 | (Apr. 16-Dec. 14, incl.) | 66 | Honduras (See also Swan Is.) | 25 | Mali | 53 |
| Recife | 41 | (Dec. 15-Apr. 15, incl.) | 62 | Other | 36 | Malta | 31 |
| Rio de Janeiro | 58 | Ecuador | 46 | Hungary | | Mauritania | 60 |
| Sao Paulo | 58 | Guayaquil | 45 | (Mar. 15-Jan. 1, incl.) | 47 | Mauritius | 30 |
| Other | 36 | Other | 33 | (Jan. 2-Mar. 14, incl.) | 35 | Mexico | |
| British West Indies | | Egypt | | Iceland | | Acaapulco | |
| Antigua | 46 | Alexandria | 29* | (Oct. 1-Apr. 30, incl.) | 42 | (Apr. 15-Dec. 15, incl.) | \$34 |
| (May 1-Nov. 30, incl.) | 46 | Aswan | 31* | (May 1-Sept. 30, incl.) | 57 | (Dec. 16-Apr. 14, incl.) | 60 |
| (Dec. 1-Apr. 30, incl.) | 64 | Cairo | 58* | India | | Can Cum/Cozumel | |
| Cayman Islands | | Luxor | 31* | Bombay | 52 | (Apr. 15-Dec. 15, incl.) | 52 |
| (May 1-Nov. 30, incl.) | 42 | Other | 19* | Calcutta | 42 | (Dec. 16-Apr. 14, incl.) | 61 |
| (Dec. 1-Apr. 30, incl.) | 64 | El Salvador | 32 | New Delhi | 36 | Guadalajara | 30 |
| Dominica | | Equatorial Guinea | 26 | Other | 30 | Hermosillo | 31 |
| (May 1-Nov. 30, incl.) | \$29 | Estonia | 25 | Indonesia | | Manzanillo | 32 |
| (Dec. 1-Apr. 30, incl.) | 33 | Ethiopia | 32 | Jakarta | 54 | Matamoros | 29 |
| Montserrat | | Faeroe Islands | 34 | Other | 50 | Mazatlan | 33 |
| (May 1-Nov. 30, incl.) | 21 | Falkland Islands | 17 | Iran | | Merida | 33 |
| (Dec. 1-Apr. 30, incl.) | 33 | Fiji | 41 | Tehran | 63 | Mexico, D. F. | 39 |
| St. Christopher-Nevis-Anguilla | 25 | Finland | 57 | Other | 45 | Monterrey | 31 |
| (May 1-Nov. 30, incl.) | 32 | France | | Ireland | 48 | Puerto Vallarta | 48 |
| (Dec. 1-Apr. 30, incl.) | 32 | Cannes | 48 | Israel | 48 | Tampico | 31 |
| St. Lucia | | Lyon | 52 | Italy (see also Lampedusa I.) | 45 | Tijuana | 32 |
| (May 1-Nov. 30, incl.) | 25 | Paris (City of) | 62 | Florence | 42 | Other | 24 |
| (Dec. 1-Apr. 30, incl.) | 44 | Paris (Environ.) | \$62 | Genoa | 35 | Monaco | |
| St. Vincent | | (Composed of: Essone, Hauts-de-Seine, Seine St. Denis, Val-de-Marne, Val d'Oise and Yvelines Departments) | | Leghorn | 32 | (Oct. 20-Apr. 1, incl.) | 55 |
| (May 1-Nov. 30, incl.) | 34 | | | Milan | 54 | (Apr. 2-Oct. 19, incl.) | 91 |
| (Dec. 1-Apr. 30, incl.) | 44 | | | Morocco | | Morocco | |
| Virgin Islands (Br.) | | | | Casablanca | 38 | Rabat | 32 |
| (May 1-Nov. 30, incl.) | 25 | | | Other | 55 | Other | 26 |
| (Dec. 1-Apr. 30, incl.) | 39 | | | Iraq | 55 | Mozambique | 27 |
| Other | 25 | | | Other | 48 | Nauru | 34 |
| (May 1-Nov. 30, incl.) | 30 | | | Iran | | Nepal | |
| (Dec. 1-Apr. 30, incl.) | 30 | | | Other | 48 | Kathmandu | 26 |
| Brunei | 48 | | | Other | 48 | Pokhara | 26 |
| Bulgaria | 58 | | | Other | 12 | Other | 12 |
| Burma | 12 | | | Other | 55 | Netherlands | |

* Effective 2-1-77.
 ** Rates in effect as of November 1, 1976 unless otherwise noted.
 * The maximum rate when travelers receive per diem in Egyptian pounds is 10.7 for Alexandria, 21.1 for Aswan and Luxor, 39.4 for Cairo and 12.9 for other locations.
 * Only if required to use new wing of Peking Hotel.
 * Rate for those employees who have been given German Democratic Republic documentation.
 * Rate for those employees who have not been given German Democratic Republic documentation.
 * Effective 2-1-77.
 * Tokyo, Japan: The term "Tokyo" is limited to that area falling within the following named special wards (KU): Chiyoda, Chuoh, Minato, Shinjuku, Bunkyo, Taitoh, Sumida, Koto, Shimizu, Atsuta, Saitama, Shibuya, Nakano, Suginami, Toshima, Kita, Arakawa, Itabashi, Nerima, Adachi, Katsushika, and Idogawa.
 * Maximum rate for personnel not accredited to Poland. For travelers receiving per diem in zlotys, the maximum rate is 1446 zlotys.
 * The maximum rate when travelers receive per diem in Sri Lanka rupees is 309 for Colombo, 242 for Kandy and 100 for others.
 * The rate for the first day in any hotel in the U. S. S. R. may be increased by the amount of a mandatory room "reservation" fee, if levied.

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IEEE

Contact: Dorothy L. Bomberger

United States Activities Board

HOW WE GOT HERE--

a USAB letter to the membership

As the United States Activities Board has become increasingly active--and, we believe, increasingly successful--at furthering the causes of the profession of engineering, USAB's Directors and staff have noted an increased interest among many members of the Institute in what we are doing, how we got here, and where we are going.

Perhaps it is inevitable that, as USAB takes a higher profile, it will come under heavier scrutiny--and this is all to the good because only with the involvement of the majority of IEEE's members can USAB hope to be effective. But it may be that there are many members who--either because they are new members or because they have become hazy on events now more than five years behind us--have need of a review of the reasons for USAB's creation and the Constitutional charter it was formed to fulfill.

Too often, USAB's existence is justified by what is a true, but simplistic, statement: that in November of 1972, IEEE's membership voted by an overwhelming 86.6 percent to change the Institute's Constitution to allow for professional, as well as technical, activities. In reality, there was much more behind this than a simple vote.

In the late 1960s, with the onslaught of serious unemployment among IEEE members in the United States, attention was focused on the need for IEEE to expand its role beyond the strictly technical charter it then had. As early as 1969, the Institute began to take steps that were professional in nature--the establishment of continuing education and career development programs, the publication of salary surveys and unemployment data, participation in Govern-

ment-supported programs to assist the unemployed, and the establishment of a Washington, D.C., office are several examples. But such actions, by Constitutional structure, were limited to an "insubstantial" fraction of the overall efforts of the Institute and, to many IEEE members, this was simply not enough.

Consequently, in the spring of 1971, the IEEE Board of Directors received a petition to amend the Constitution. Enough signatures were gathered to place this amendment on that year's ballot. The key provision in this amendment stated that "the primary purpose of the IEEE is to promote and improve the economic well-being of the membership (and the secondary purposes of IEEE are scientific, technical and educational. . ."

Even today, it might be supposed that a large portion of IEEE's membership would regard the downgrading of IEEE's technical role as anathema and totally unacceptable to the vast majority of the Institute's members. And yet that amendment, while failing to receive the required two-thirds majority of those voting, was actually favored by 52 percent of the voting U.S. members!

IEEE's Board reacted swiftly to this clear expression, by a majority of the Institute's members, of dissatisfaction with the Constitution, by submitting a survey questionnaire to the U.S. members. That questionnaire and the survey results, based on a response of over 40 percent of the sample, is reprinted on the back of this sheet. It should be mandatory reading for everyone concerned with the USAB charter.

From that response, the Board devised what it hoped to be a compromise amendment to the Constitution that would draw a consensus vote.



IEEE

Contact: Leo C. Fanning

United States Activities Board

COMPOSITION OF THE 1977 USAB

John J. Guarrera, Chairman
 Joel B. Snyder, Vice Chairman
 Arthur L. Rossoff, Director - Region 1
 Howard B. Hamilton, Director - Region 2
 Larry K. Wilson, Director - Region 3
 Burkhard H. Schneider, Director - Region 4
 Ross L. Bell, Director - Region 5
 John W. Thatcher, Director - Region 6
 Eric Herz, Director - Division III
 Richard W. Damon, Director - Division IV
 Richard J. Gowen, Director - Division VI
 Richard C. Benoit, Jr., USAB/PAC Coordinator and Controller
 Robert F. Cotellessa, Public Relations and Communications
 Coordinator
 Herbert H. Heller, Task Force Leader, General Surveys
 Frank E. Lord, Editor of IMPACT
 Robert A. Rivers, Advanced Planning Coordinator

*Steering Committee

John J. Guarrera, Chairman
 Joel B. Snyder, Vice Chairman
 Richard C. Benoit, Jr., USAB/PAC Coordinator and Controller
 Robert F. Cotellessa, Public Relations and Communications
 Coordinator

*The Steering Committee consists of the officers of the USAB.

It did, in November of 1972, garnering 86.6 percent of the voting members, not only in the U.S. but throughout the world.

What did that Constitutional change authorize? It said that in addition to IEEE's historical scientific and educational purposes, it would now be devoted to professional purposes, "directed toward the advancement of the standing of the members of the professions it serves." Further, the new Constitution stated that "means to this end include, but are not limited to, the conduct and publication of surveys and reports on matters of professional concern to the members of such professions, collaboration with public bodies and with other societies for benefit of the engineering professions as a whole, and the establishment of standards of qualification and ethical conduct. The IEEE shall not engage in collective bargaining on such matters as salaries, wages, benefits, and working conditions, customarily dealt with by labor unions."

Portions of this important clause have been underlined to emphasize aspects of USAB's charter that have drawn increasing debate over the last several years. USAB's Directors--and, for that matter, the IEEE Board of Directors--have methodically scrutinized each new USAB activity to be sure that it does not violate, in any way, the spirit of this clause, approved so heavily by IEEE's members.

Nevertheless, questions remain in the minds of some about the appropriateness of certain programs. It is for this reason that neither USAB nor IEEE's Board of Directors intend to be the sole interpreters of a Constitutional mandate that is now nearly five years old. A new survey questionnaire is presently being devised that will give each and every member a second chance to say what he or she thinks IEEE should be doing. It is USAB's hope that when you receive this questionnaire in the next few months, you will carefully consider it and respond accordingly. We need your views.

Meanwhile, USAB would like to know how you would vote today on its 1971 professional activities questionnaire, here reprinted. Please circle your responses on this sheet and return them c/o Dorothy Bomberger, IEEE Washington Office, 2029 K Street, N.W., Washington, D.C. 20006.

USAB 1971 SURVEY QUESTIONNAIRE

| Questions | Totals | |
|--|---|---------------|
| | YES | NO |
| 1. Are you in favor of IEEE becoming more active in political and economic matters of concern to the electrical engineering profession? | 39 049 69% | 17 720 31% |
| 2. As one possible activity, are you in favor of IEEE submitting to Congress and Executive Agencies position papers on economic or political issues of concern to our profession? | 38 722 69% | 17 420 31% |
| 3. If IEEE supplied you with the basic information on specific matters of legislation concerning our profession, would you be willing to write to your Senators and Representatives expressing your opinions on these matters? | 44 715 80% | 11 282 20% |
| 4. Would you be willing to become involved in interacting with your local elected civic officials on matters of your professional concern? | 35 634 65% | 19 582 35% |
| 5. Should IEEE publish recommendations concerning professional employment policies covering patent rights, pension plans, insurance, job termination, and similar items? | 42 916 76% | 13 266 24% |
| 6. Would you want IEEE to approach your employer with such recommendations? | 31 759 58% | 22 655 42% |
| 7. In your present employment are you covered by a pension plan? | 43 453 79% | 11 599 21% |
| 8. If your answer to 7 is 'YES,' do you consider its provisions to be satisfactory? | 27 622 63% | 16 374 37% |
| 9. Would you be interested in joining a contributory pension plan established and sponsored by the IEEE? | 23 467 44% | 30 290 56% |
| 10. Should the IEEE conduct an anonymous salary and fringe benefit survey of its members similar to those conducted by Engineers Joint Council (Engineering Manpower Commission) and the National Society of Professional Engineers? | 36 812 66% | 18 801 34% |
| 12. Do you want IEEE to be actively engaged in public relations activities at the national level? | 42 263 76% | 13 157 24% |
| 11. Would you be willing to participate in such a survey? | 35 333 63% | 20 480 37% |
| 13. At the local level? | 25 929 47% | 29 009 53% |
| 14. Would you be willing to appear before your local civic groups and present information supplied by the IEEE concerning the electrical engineering profession? | 28 673 53% | 25 791 47% |
| 15. Are you interested in IEEE engaging in technology forecasting for career planning purposes? | 41 461 74% | 14 528 26% |
| 16. Would you be willing to contribute your services to a technology forecasting project? | 31 304 57% | 23 437 43% |
| 17. Should the IEEE make a major expansion in its Continuing Education Program? | 23 000 43% | 30 287 57% |
| 18. Would you be willing to contribute your services to assist in conducting such programs? | 18 946 36% | 33 381 64% |
| 19. Should the IEEE expand its Career Guidance Program? | 27 924 53% | 24 639 47% |
| 20. Would you be willing to contribute your services in the development and implementation of such programs? | 20 245 40% | 30 978 60% |
| 21. Should some of the present member services be reduced to permit undertaking programs implied by questions 1-20 without a special dues assessment for this purpose? | 23 596 45% | 29 134 55% |
| 22. Should a special dues assessment be made to support such programs without a reduction in present member services? | 27 446 52% | 25 338 48% |
| 23. If your answer to 22 is 'YES,' what is the maximum additional dues assessment that you would be willing to pay in order to provide funding for member services implied by questions 1-20? | \$ 2. 3 263 (11%) \$ 5. 10 957 (37%) \$10. 9 875 (34%) \$20. 3 796 (13%) \$50. 1 573 (5%) | |
| 24. If the additional dues assessment were to be instituted, should it be: | | |
| Mandatory for all U.S. members above those of Student grade? | 32 635 (69%) | |
| Voluntary on the part of members desiring to contribute? | 14 374 (31%) | |

UNITED STATES ACTIVITIES BOARD

ORGANIZATION ROSTER OF THE USAB (Contd)

| Task Forces | Coordinators | Leaders | Staff |
|---|--|---|---|
| General Surveys | Joel B. Snyder, Director of Associates, 58 Diamond Drive, Plainview, NY 11803 Tel: (516) 433-4555 | Herbert H. Heller, 3536 Northcliffe Road, Cleveland Heights, OH 44118 Tel: (216) 248-1200 | Dorothy Bomberger, IEEE 2029 K Street, N.W., Wash. D.C. 20006 - Tel: (202) 785-0017 |
| Pension Coverage | John J. Guarrera, Director of Research, California State University, School of Engrg and Computer Science, Northridge, CA 91330 Tel: (213) 885-2933 or 2146 | Leo Young, 6407 Maiden Lane, Bethesda, MD 20034 Tel: (202) 767-2807 | Leo C. Fanning, IEEE 2029 K St., N.W., Wash. D.C. 20006 - Tel: (202) 785-0017 |
| Employment Rights Under Government Contracts | John J. Guarrera | Frank H. Palmer, 461 Watts Way, Cocoa Beach, FL 32931 - Tel: (305) 867-4057 | Dorothy Bomberger |
| Patent Rights of Employed Inventors | John J. Guarrera | Gerald P. Parsons, 3000 Ferry Building, San Francisco, CA 94111 - Tel: (415) 433-4150 | Dorothy Bomberger |
| Employment Assistance | Joel B. Snyder | Robert Bishop, 9119 Windflower Lane, Annandale, VA 22003 - Tel: (202) 692-6227 | Bomberger/Fanning |
| Employer Cooperation in Career Maintenance and Development | John J. Guarrera Joel B. Snyder | Paul F. Carroll, President, Semiconductor Specialists, Inc., 195 Spangler Avenue, Elmhurst, IL 60126 - Tel: (312) 279-1090 Marlin P. Ristenbatt, University of Michigan, 245 Cooley Building, Ann Arbor, MI 48104 Tel: (313) 764-2185 | Leo C. Fanning |
| Extension of Work on Employment Guidelines | Joel B. Snyder | Esther O. Mayfield, 5565 Thunderbird Lane, La Jolla, CA 92037 - Tel: (714) 270-5467 | Leo C. Fanning |
| Affirmative Action for Senior Engineers | John J. Guarrera | Hans C. Cherney, Dept. 402 - Bldg 002-2, IBM Corporation, P. O. Box 950, Poughkeepsie, NY 12602 - Tel: (914) 463-3694 | Dorothy Bomberger |
| Coordination of State Legislative Activities (USILA)* | Gerald Goldenstern, 18535 Chatsworth St., Northridge, CA 91325 - Tel: (213) 993-9311 | Charles E. Amend, 18244 Kingsbury Street Northridge, CA 91326 - Tel: (213) 661-2184 Ext 267 or 268 | Dorothy Bomberger |
| Committee on Professional Opportunities for Women | Gerald Goldenstern | Thelma A. Estrin, Brain Research Institute, C Floor, Data Processing Lab, University of California, Los Angeles, CA 90024 Tel: (213) 825-6795 | Dorothy Bomberger |
| Manpower Activities | John J. Guarrera | Hans C. Cherney | Dorothy Bomberger |
| Congressional Fellows | John J. Guarrera | Richard J. Backe, 10400 Burnt Ember Drive, Silver Spring, MD 20903 - Tel: (301) 982-6108 | Ralph L. Clark, Leo C. Fanning |
| Legal Studies of Employed Engineers | Gerald Goldenstern | Charles Olsefsky, 17249 Napa Street, Northridge, CA 91324 - Tel: (213) 390-4451 | Leo C. Fanning |
| Improve Standards and Criteria for Entry Into the Profession | Joel B. Snyder John J. Guarrera | Ross L. Bell, DHV, Inc., P.O. Box 520, Mineral Wells, TX 76067 - Tel: (817) 325-3301 | Leo C. Fanning |
| Ethical Conduct Activities | Joel B. Snyder | Stephen T. Kowel, Electrical and Computer Engineering Department, Syracuse Univ., 341 Link Hall, Syracuse, NY 13210 Tel: (315) 423-4441 | Leo C. Fanning |
| Professional Activities Committee Coordination | Richard C. Benoit, Jr. 10 Windsor Terrace, Utica, NY 13501 - Tel: (315) 330-7751 or 330-3026 | Richard C. Benoit, Jr. | Bomberger/Fanning |
| Professional Activities Committee Public Relations Support | Robert F. Cotellessa, Dept. of Electrical & Computer Engrg., Clarkson College of Technology, Potsdam, NY 13676 Tel: (315) 268-6511 | Robert F. Cotellessa | Bomberger/Fanning |
| Communications with Members | Robert F. Cotellessa | Robert F. Cotellessa | Bomberger/Fanning |
| Legislative and Government Liaison | John J. Guarrera | John J. Guarrera | Bomberger/Fanning |
| Advanced Planning (1978) | Joel B. Snyder | Robert A. Rivers, President, Aircom, Inc., Main Street, Union, NH 03887 Tel: (603) 473-2323 | Ralph L. Clark John M. Kinn |
| USAB Publications - Production & Marketing | Joel B. Snyder | Richard C. Benoit, Jr. | John M. Kinn, IEEE, 2029 K St., N.W., Wash. D.C. 20006 Tel: (202) 785-0017 |
| Participation in Technical Projects Related to Professional Activities in the United States | Richard C. Benoit, Jr. | Richard C. Benoit, Jr. | John M. Kinn |
| Participation in Educational Projects Related to Professional Activities in the United States | Richard C. Benoit, Jr. | Richard C. Benoit, Jr. | John M. Kinn |
| Participation in Publication Projects Related to Professional Activities in the United States | Richard C. Benoit, Jr. | Richard C. Benoit, Jr. | John M. Kinn |

*United States Intersociety Legislative Advisory Program.

USAB COMMITTEES

Congressional Fellows Committee (Appointed on 1/26/77)

Richard J. Backe, Chairman
10400 Burnt Ember Drive
Silver Spring, Maryland 20903
Tel: (301) 982-6108

John E. Barkle
Sajjad H. Durrani
Stephen S. Yau
Ralph L. Clark (Staff Support)

Long-Range Planning Committee (Appointed on 1/22/77)

Robert A. Rivers, Chairman
President
Aircom, Inc.
Main Street
Union, New Hampshire 03887
Tel: (603) 473-2323

Ross L. Bell
Ralph L. Clark
Thelma A. Estrin
Richard J. Gowen
Herbert H. Heller

Committee on Professional Opportunities for Women

Thelma A. Estrin, Chairperson
Brain Research Institute, C Floor
Data Processing Laboratory
University of California
Los Angeles, California 90024
Tel: (213) 825-6795

Violet Haas (Student Affairs)



Contact: Leo C. Fanning

United States Activities Board

POSITION PAPER ON

IEEE MEMBERS' PROFESSIONAL NEEDS

In recognition of the importance of engineering for maintaining and improving the quality of life for the peoples of the world, in recognition of the great investment of time, effort and finances of individuals in developing and maintaining their engineering competence, and in recognition of the dedicated and responsible effort to apply that competence, the IEEE shall actively and demonstrably pursue courses of action to meet the following needs of engineering professionals.

1. A lifetime engineering career with adequate compensation;
2. Adequate public support for engineering in solving society's problems;
3. Enhancement of the qualifications for entering and practicing the profession of engineering.
4. A positive incentive system for significant new contributions;
5. A work environment that provides a positive incentive and the opportunity to maintain technical proficiency;
6. Peer recognition for the complete spectrum of professional contributions;
7. Enhancement of the continued technical preeminence of IEEE.

Note: The Board of Directors voted to adopt the above position on December 4-5, 1976. Subsequently, Need 3 was slightly revised, as stated above, and is to be processed by the United States Activities Board and the IEEE Board of Directors during their next regularly scheduled meetings.

IEEE POLICY STATEMENT
7.3 - Registration of Engineers (USAB)*

The Board of Directors of IEEE recognizes the need to safeguard the quality of the practice of engineering in order to protect the health, safety and welfare of the public. In the implementation of such policy, the IEEE is motivated also to protect the professional reputation of competent and responsible practitioners against the injury to that reputation occasioned by unprofessional practice. In furtherance of this policy, the IEEE:

- A. Offers advice and assistance to boards of engineering examiners and similar agencies;
- B. Approves the concept of uniform laws to aid in improving the quality of competence reflected in the attainment of a license to practice as being in the public interest;
- C. Recommends that in the requirements for the practice of engineering there shall be a minimum of restrictions of a legal nature in the functioning of qualified engineers;
- D. Recommends that, upon request, committees of IEEE members cooperate with appropriate agencies in the development of sound registration examinations which will adequately protect the public interest;
- E. Recommends that the State laws uniformly reserve the title of Engineer, or Engineer, to licensed practitioners; (_____ = Electrical, Electronics, etc.)
- F. Recommends that all practitioners responsible for their activities, or the activities of their subordinates, be licensed to practice. Signature to any work performed, or to show approval/acceptance of a subprofessional's activities is one example to indicate responsibility;
- G. Recommends that the industrial exemption, as it applies to practitioners responsible for their activities, be eliminated in all State laws and that current practitioners be permitted to "grandfather" into licensure on the basis of application.

In addition to the above, the following actions are recommended:

- H. Each IEEE Section cooperate with State boards of engineering registration or other appropriate State agencies in the dissemination of educational information concerning registration.
- I. IEEE Sections consider sponsoring or cooperating with other groups in conducting education refresher courses as preparation for registration examinations.
- J. IEEE Student Branches devote some time to the subject of professional development with special emphasis on the purpose of registration from the standpoint of protection of the public interest, the standards required for such protection, attainment of higher quality professional performance, and the procedure in applying for registration.

*Approved by the IEEE Board of Directors at its meeting on February 19-20, 1977



Contact: Dorothy L. Bomberger

United States Activities Board

1977 PROGRAM PLAN

EMPLOYMENT ASSISTANCE

Objective: To provide employment assistance programs for IEEE members.

Summary and Background: The USAB has undertaken a program of employment assistance with a dual thrust. One phase has been to provide direct and immediate employment assistance to IEEE members. Some of the activities involved are national in scope and other strictly local. In all instances the activities help a member seeking employment to establish contact with potential employers.

The second phase supports the first through the following activities: training and support required to implement the first phase; effort directed at obtaining government support for special assistance programs, improved national employment and economic statistics through ongoing USAB surveys, and legislation affecting the engineering job market; and a survey and data-gathering mechanism for the continuous evaluation of these programs and for monitoring the status of engineering employment in government and industry...

(The above was taken from Issue #3 of the 1977 USAB Program Plan.)

1976 Employment Surveys: During 1976 the USAB conducted three sample surveys to determine the employment status of our members by each of the six U.S. Regions. Combined with the monthly employment data compiled by the Bureau of Labor Statistics for almost 200 labor market areas, this data should help Sections and Professional Activities Committees determine the need for local employment assistance efforts.

On the reverse side are the results of the June, August, and November Employment surveys. During 1977 USAB will conduct quarterly employment surveys - in March, June, August and November. Results will be sent to all Section and PAC Chairmen and will be disseminated through Institute publications.

June 1976 Survey

| (1) Area | (2) Sample Size | (3) Number of Responses | (4) Number Tabulated | (5) Response Rate (3)/(2) | (6) Unemployed Involuntarily No. Pct | (7) Unemployed Voluntarily No. Pct | (8) Sum of (6) + (7) No. Pct | (9) Employed Full-Time But Seeking Change No. Pct | (10) Sum of (6) + (7) + (9) No. Pct |
|----------|-----------------|-------------------------|----------------------|---------------------------|--------------------------------------|------------------------------------|------------------------------|---|-------------------------------------|
| US Total | 3271 | 1954 | 1945 | 59.74 | 48 2.5 | 8 0.4 | 56 2.9 | 98 5.0 | 154 7.9 |
| Region 1 | 835 | 458 | 454 | 54.85 | 17 3.7 | 2 0.4 | 19 4.2 | 27 5.9 | 46 10.1 |
| Region 2 | 604 | 372 | 370 | 61.59 | 7 1.9 | 1 0.3 | 8 2.2 | 16 4.3 | 24 6.5 |
| Region 3 | 354 | 239 | 239 | 67.51 | 3 1.3 | 0 0.0 | 3 1.3 | 12 5.0 | 15 6.3 |
| Region 4 | 391 | 231 | 228 | 59.08 | 5 2.2 | 2 0.9 | 7 3.1 | 7 3.1 | 14 6.1 |
| Region 5 | 326 | 200 | 200 | 61.35 | 3 1.5 | 1 0.5 | 4 2.0 | 6 2.5 | 9 4.5 |
| Region 6 | 761 | 454 | 454 | 59.66 | 13 2.9 | 2 0.4 | 15 3.3 | 31 6.8 | 46 10.1 |

August 1976

| (1) Area | (2) Sample Size | (3) Number of Responses | (4) Number Tabulated | (5) Response Rate (3)/(2) | (6) Unemployed Involuntarily No. Pct | (7) Unemployed Voluntarily No. Pct | (8) Sum of (6) + (7) No. Pct | (9) Employed Full-Time But Seeking Change No. Pct | (10) Sum of (6) + (7) + (9) No. Pct |
|----------|-----------------|-------------------------|----------------------|---------------------------|--------------------------------------|------------------------------------|------------------------------|---|-------------------------------------|
| US Total | 3271 | 1980 | 1970 | 60.53 | 44 2.2 | 11 0.6 | 55 2.8 | 105 5.3 | 160 8.1 |
| Region 1 | 835 | 489 | 487 | 58.56 | 12 2.5 | 4 0.8 | 16 3.3 | 27 5.5 | 43 8.8 |
| Region 2 | 604 | 402 | 400 | 66.56 | 11 2.8 | 0 0.0 | 11 2.8 | 18 4.5 | 29 7.3 |
| Region 3 | 354 | 214 | 213 | 60.45 | 1 0.5 | 2 0.9 | 3 1.4 | 14 6.6 | 17 8.0 |
| Region 4 | 391 | 244 | 241 | 62.40 | 2 0.8 | 1 0.4 | 3 1.2 | 12 5.0 | 16 6.2 |
| Region 5 | 326 | 178 | 177 | 54.60 | 6 3.4 | 2 1.1 | 8 4.5 | 11 6.2 | 19 10.7 |
| Region 6 | 761 | 453 | 452 | 59.53 | 12 2.7 | 2 0.4 | 14 3.1 | 23 5.1 | 37 8.2 |

November 1976

| (1) Area | (2) Sample Size | (3) Number of Responses | (4) Number Tabulated | (5) Response Rate (3)/(2) | (6) Unemployed Involuntarily No. Pct | (7) Unemployed Voluntarily No. Pct | (8) Sum of (6) + (7) No. Pct | (9) Employed Full-Time But Seeking Change No. Pct | (10) Sum of (6) + (7) + (9) No. Pct |
|----------|-----------------|-------------------------|----------------------|---------------------------|--------------------------------------|------------------------------------|------------------------------|---|-------------------------------------|
| US Total | 3271 | 1875 | 1863 | 57.32 | 40 2.1 | 14 0.8 | 54 2.9 | 92 4.9 | 146 7.8 |
| Region 1 | 835 | 465 | 464 | 55.69 | 11 2.4 | 2 0.4 | 13 2.8 | 23 5.0 | 36 7.8 |
| Region 2 | 604 | 373 | 372 | 61.75 | 11 3.0 | 0 0.0 | 11 3.0 | 17 4.6 | 28 7.5 |
| Region 3 | 354 | 200 | 199 | 56.50 | 3 1.5 | 2 1.0 | 5 2.5 | 8 4.0 | 13 6.5 |
| Region 4 | 391 | 226 | 225 | 58.31 | 2 0.9 | 3 1.3 | 5 2.2 | 8 3.6 | 13 5.8 |
| Region 5 | 326 | 183 | 181 | 56.13 | 2 1.1 | 2 1.1 | 4 2.2 | 13 7.2 | 17 9.4 |
| Region 6 | 761 | 426 | 422 | 55.98 | 11 2.6 | 5 1.2 | 16 3.8 | 23 5.5 | 39 9.2 |



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| Managing Your Career Assets | | | Pulse Code Modulation | | |
| Basic Project Management | | | Management Games Seminars: | | |
| Planning, Scheduling and Control | | | Your Personal Career Development Program | | |
| | | | Starting and Managing Your Own Consulting Firm | | |
| | | | Effective Technical Project Management | | |
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EMPTY SEATS DON'T SPELL SUCCESS . . .

You've got to fill those seats at your short courses if you want to report a successful education effort. To do that, you've got to get your local people interested because they make up the larger portion of your registrations.

Your pre-course arrangements should include a healthy local promotion campaign which will help you get rid of those pre-course "jitters". Bear in mind that a good publicity program will create a greater attendance. Here are a few items to be considered to keep your program "on track".

- ▷ be absolutely certain that you surround yourself with an enthusiastic team of helpers. Try not to be a one-man show.
- ▷ assemble a working promotion team ... about four good people will do. Assign definite tasks.
- ▷ get your flyers on those area industry and university bulletin boards.
- ▷ create a "telephone tree". Experience shows that dividing a 50-mile circle into quadrants and assigning one captain to oversee the promotion in that area is very effective. Include the bulletin board and telephone tree techniques for each area.
- ▷ make an attempt to visit the technical editor of your local newspapers after you have sent a news release. Urge him/her to give you a news item. For a news story your information must be newsworthy, timely, and interest the local population. Don't forget pictures! A good picture adds interest to a release.
- ▷ check with your local University leaders. Involve them with the programming.
- ▷ discuss your plans with your local radio station Program Director. He will advise you how to get your message across to the community.
- ▷ most importantly - use your own internal publication. It is often your members' one source of information.

Remember that your public relations program should be designed to create an awareness of your short course to your own members, to your employers, and to your community.

We can help too. Call V.J. Giardina our Manager of Continuing Education. He can assist you in your programs in many ways.



IEEE

Contact: Field Services
(644-7756)

Administrative Services Unit

IEEE ADDRESSING, PRINTING AND MAILING SERVICES
(Effective January 1, 1977)

MAILING LISTS. Mailing lists addressed to IEEE members can be furnished by: Regions, Sections, Subsections, Chapters of Groups and Societies, IEEE Groups and Societies, and Technical interest profiles.

USE OF MAILING LISTS. Each request for a membership list, in any form, shall be accompanied by a statement as to the purpose for which the list will be used.

LEAD TIME. Please allow three weeks to schedule production of your request for a mailing list; allow up to eight weeks for preparation of rosters.

AUTOMATIC PREPARATION OF MONTHLY LISTS. IEEE organizational units having regular monthly meetings or monthly publications are encouraged to enter a standing order to receive automatic shipments of addressed labels on a specified day of each month. (Uniform mailing date required for monthly shipment.)

MATERIAL ADDRESSED.

COST PER NAME*

| | | |
|----------|---|---------|
| Labels: | 3-1/2" ungummed Cheshire flat striplist, 4 names across | \$.022 |
| | 3-1/2" perforated gummed flat striplist, 4 names across | .022 |
| | 3-1/2" Avery label (self-adhesive), 4 names across | .024 |
| Rosters: | A. Alphabetical list, 4 names across | .024 |
| | B. List by membership grade, 4 names across | .024 |
| | C. List by company affiliation, one name across | .033 |

(Cost of multiple copies of above lists furnished on request.)

COST PER THOUSAND *

| | | |
|-------------|---|----------------|
| Paper Only: | 8-1/2 x 11 Plaza Offset: used for routine printing | \$ 4.50 |
| | 8-1/2 x 11 Mead Cockle: used for letterhead | 12.00 |
| Postcards: | Single, government stamped | At Cost |
| | Double, reply, government stamped | At Cost |
| | Single, unstamped | 6.00 |
| | Double, unstamped | 12.00 |
| Envelopes: | G-18 IEEE return envelope (8-3/4 x 4) postage paid (Permit #1332) | 14.50 |
| | G-20 First Class #10 with IEEE logo and address | 12.00 |
| | SEC-23 First Class #10 with IEEE logo (no address) | 12.00 |
| | GS-23 Government stamped #10 with IEEE logo (no address) | 5.00 + postage |
| | K-2 10-1/2 x 7-1/2 gummed flap and clasp with IEEE logo and address | 34.00 |
| | K-3 9 x 12 gummed flap and clasp with IEEE logo and address | 36.00 |
| | K-7 9-1/2 x 12-1/2 gummed flap and clasp with IEEE logo and address | 40.00 |
| | K-10 10 x 13 gummed flap and clasp with IEEE logo and address | 43.50 |

*Plus postage charges for shipment of addressed material for handling and mailing locally.

The following additional charges apply on requests involving IEEE printing and mailing services:

| | | |
|----------------|---|---------------|
| Printing only: | Labor - including collating, stapling and folding | \$ 10.80/hour |
| | Paper - 20# bond 8-1/2 x 11 | 4.50/thousand |
| | Paper - Fine finish for letterhead | 4.50/thousand |

Mailing: The following charges apply for Avery labels (manually affixed) and Cheshire labels (in excess of 1,000 names using automatic equipment):

| | Manual | Automatic |
|-------------------------|--------------|------------------|
| Affixing labels | \$ 7.70/hour | \$ 8.00/thousand |
| Inserting and mailing | 7.70/hour | 8.00/thousand |
| Sorting, tying, sacking | 7.70/hour | |

Sorting: All second and third class nonprofit mail must be sorted manually into five groups (Post Office regulations) and is therefore subject to the hourly rate: \$7.70/hour.

Inserting: The inserting machine will accept envelopes ranging in size from 3-1/4 x 6" to 6" x 9". The paper must be 20# stock or better. Maximum inserts - 6. Each single enclosure is to be at least 3" x 5" but smaller than 6" x 9". Other inserting jobs handled manually at the \$7.70 per hour rate.

As part of the 1976 Headquarters staff reorganization, the four activities, EAB, RAB, Standards, and TAB, were physically moved together on the 15th floor at Headquarters. Administratively, they were made the responsibility of Richard Emberson, Staff Director EFST (Educational, Field, Standards, and Technical). Each of the four areas is headed by a Director: John F. Wilhelm, Educational Activities; Robert K. Asdal, Field Services; Ivan E. Easton, Standards; and Narendra P. Dwivedi, Technical Activities (see TAB News, this page). Assisting Dr. Emberson in coordinating these diverse activities is Esmi Bidstrup, Administrator EFST.



By training a physicist with a Ph.D. degree from the University of Missouri, Dr. Emberson has served since the merger that formed the IEEE in 1963 as the head of offices that evolved into what is now the Technical Services Department. The keystone of this department is the Groups and Societies. At the time of merger, the IEEE Board made a fundamental decision to base IEEE's technical activities on the decentralized system of Groups and Societies in which the volunteer IEEE members exercise major, direct control.

Dr. Emberson has observed that "other societies are surprised, even to disbelief, that IEEE can function in such a decentralized manner. But our system is continually rejuvenated as members move into new positions, bringing fresh ideas and enthusiasms, and our success through the years has been in helping these people achieve their goals while operating within the IEEE umbrella."

The sixth in a series on key Headquarters staff functions.

REGIONAL NEWS

Need money to put together a technically oriented Section event? Region 1 has set aside a 1977 fund for sponsoring Section activities of a technical nature that an individual Section cannot totally finance: technical conferences of wide interest, specialized courses responsive to local needs, even individual technical activities may be appropriate. Section chairmen in Region 1 are invited to submit proposals

to the Region Director describing their objectives, programs, budget needs, expected results, and their relevance to the IEEE. For information on Region 1's effort, write: Arthur L. Rossoff, IEEE Region 1 Director, Polytechnic Institute of New York, Route 110, Farmingdale, N.Y. 11735.

TAB NEWS

We welcome Narendra P. Dwivedi to the IEEE Headquarters staff as Director of Technical Activities. This position has been vacant for more than a year as a consequence of the reorganization that made Dr. R. M. Emberson Staff Director for Educational, Field, Standards, and Technical Activities. Dr. Dwivedi comes to the Institute from the Jet Propulsion Laboratory of California Institute of Technology where he was responsible for the insertion of Viking Orbiters into Mars orbit as well as for the design, analysis, and operations software. For this work as a member of the Viking Flight Team, he received the U.S. Air Force Association's highest honor in science and engineering, the Theodore von Karman award. He holds a B.S. in engineering from Bihar Institute of Technology, an M.E. in electrical engineering from Texas A & M University, and a Ph.D. in EE from Auburn University. Dr. Dwivedi is a Senior Member of IEEE and also holds membership in Sigma Xi, Tau Beta Pi, Eta Kappa Nu, and Phi Kappa Phi.

PUB NEWS

Survey results are in from the Spectrum questionnaire printed in the August EE. About seven percent of EE's readers returned the questionnaire asking respondents to rate certain nontechnical topics as either undesirable, low-priority, desirable, or high-priority areas for Spectrum coverage. The consensus was that Spectrum should concentrate on mid-career education, employer-employee interface and ethics, pension legislation, and the older engineer. Also popular among most respondents were: registration and certification, engineer-employee fringe benefits, and patent rights and legislation. Fully two-thirds of the respondents, however, ranked Spectrum coverage of employment of minorities, engineering unions, and consolidation of engineering societies as low priority or undesirable. As might have been expected, the topic of engineering unions received the most vociferously negative vote, with numerous comments appended to the questionnaire form.

(cont'd, p. 4, col. 1)

PUB NEWS (cont'd)

The Lockheed DIALOG system, installed in the Engineering Societies Library a year ago and funded by IEEE through 1976, will be maintained in the future at the Library's expense. DIALOG provides machine access to the world's scientific/engineering literature and is particularly valuable for comprehensive searches. Members are urged to make use of this facility. Further information may be obtained from: Kirk Caheen, Director, Engineering Societies Library, 345 E. 47 St., New York, N.Y. 10017.

The annual luncheon meeting of the IEEE Panel of Technical Publication Editors will be held at the Americana Hotel on April 20, during ELECTRO. Invitations to Editors and G/S Publication Committee Chairmen are in the mail. The G/S Presidents are requested to urge their Editors and Publication Committee Chairmen to attend this important meeting.

STUDENT NEWS

A record high was achieved by IEEE's students: In 1976, 13,321 students joined IEEE bringing total Student membership to 25,385. Hardworking Branch Counselors, Chairpersons, and membership committee members deserve hearty congratulations.

April is conference time for Students. Regions 1, 2, 3, and 5 are all holding large-scale meetings for students in April. Region 1 Students are meeting in Hoboken, N.J., in conjunction with ELECTRO and will participate in activities ranging from a "Great Catapult Contest" to a Microprocessor Course. Regions 2 and 5 are training their Student Executives in Pittsburgh and Oklahoma City. And SOUTHEASTCON is hosting 400 students for two days of workshops and seminars.

"Membership Sale Days" are here and Student membership fees are a low \$5.00! Add to that Group/Society fees of only \$1.50 and you have a real deal. Applications are available from Judy Rundle at Headquarters.

Outstanding Student Awards should be presented to Students who have made the greatest contribution to IEEE and the objectives

of their own Student Branch. Each Branch may receive one free certificate from Judy Rundle at HQ. Allow four weeks for certificate preparation.

SECTION/CHAPTER NEWS

Established--the Bolivia Section to encompass the Republic of Bolivia.

Established--the Brasilia Section, encompassing the Federal State of Brasilia and the State of Goias; also, this new Section has affiliated with the Brazil Council.

Established--the Engineering Management Chapter of the Miami Section.

Established--the Kalamazoo/Battle Creek Subsection of the West Michigan Section, to encompass the following Michigan counties: Allegan, Barry, Branch, Calhoun, Hillsdale, Kalamazoo, St. Joseph.

AWARDS

Deadline for receipt of nominations for IEEE's Major Medals--the Medal of Honor and the Alexander Graham Bell, Edison, Founders, Lamme, and Education Medals--is June 1. For nomination forms, contact Una Lennon.

USAB NEWS (cont'd from p. 2, col. 2) proposed by the Tax Reform Act. Regulations now allow investment of \$1,500 or 15% of income, whichever is the lesser, in an IRA. Beginning with the 1977 tax year, these contributions may be made up to 45 days after the tax year ends, and nonemployed spouses can establish their own IRA, with total contributions from both spouses not exceeding \$1,750 or 15% of income. Publication 590, "Tax Information on Individual Retirement Savings Programs," 1977 edition, can be obtained from IRS district offices.

The administrative complications which have accompanied the Employee Retirement Income Security Act (ERISA) since its passage by Congress in 1974 may soon be rectified. Congressmen John Dent (D-Pa.) and John Erlenborn (R-Ill.) have introduced a bill (H.R. 4340) which would ameliorate the ERISA jurisdiction problem by creating an Employee Benefit Administration (EBA), which would take over some of the functions outlined in ERISA which are now performed by the Departments of Labor and Treasury.

Centerfold inserts

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|---|-------|------------------------------------|-------|
| Gray--Membership Development Committee news | 2A-2B | Ivory--USAB organization roster | 2I-2L |
| Green--Overseas conferences--tax deductions | 2C-2F | USAB position paper | 2M-2N |
| Ivory--USAB letter to the membership | 2G-2H | Employment assistance program | 2O-2P |
| | | Pink--Continuing education | 2Q-2R |
| | | Blue--Administrative Services Unit | 2S-2T |