



2017



Standing Committee Policies and Procedures

History Committee

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Pat Wheeler

Constitution and Bylaws Chair

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1.0 Introduction & Function

The Power Electronics Society (PELS) has a number of Standing Committees which are listed in the Bylaws with a scope approved by the PELS Advisory Committee (AdCom). This document defines the function and procedures that govern the operations for the *History Committee*. Note that both the IEEE and the IEEE PELS Constitutions and Bylaws each take precedence over these procedures.

The functions of the *History Committee* will be to:

- a. Solicit from any appropriate source memorabilia which record the history of the Society;
- b. Archive and preserve historical records of the Society.
- c. Prepare articles and other public material related to historical aspects of interest to the Society, including solicitation of suitable papers for Society publications.

2.0 Chair and Membership

The Chair of the *History Committee* shall be the Societies Historian, who will be appointed by the Society President with the advice and consent of the AdCom. Committee members shall be appointed with the consent of the AdCom on the recommendation of the Committee Chair. The *Historian* reports directly to the *ADCOM*.

3.0 Conduction of Meetings

The *History Committee* shall meet at places deemed convenient for its membership and will typically be chosen from among the major IEEE Power Electronics Society conferences, currently APEC, INTELEC, ECCE, ECCE-Asia, and ECCE-Europe. Meetings will be announced at least two weeks in advance on the committee mailing list.