

IEEE PELS Administrative Committee Meeting

Friday, March 21, 2014

9:00 am – 3:00 pm

APEC 2014

Fort Worth, Texas

Meeting Minutes

Attendees:

APEC 2014 Fort Worth							
PELS Staff:	Email Address	Title					
Mike Kelly	m.p.kelly@ieee.org	Society Executive Director					
Donna Florek	d.florek@ieee.org	Technical Community Program Specialist					
Jo-Ellen Snyder	j.e.snyder@ieee.org	Technical Community Program Specialist					
Michael Markowycz	m.markowycz@ieee.org	Technical Community Program Specialist					
2014 PELS Voting Members							
		Officer Title					
			Possible	Current		Present	
1 Don Tan	dong.tan@ieee.org	President	2014	1	1		1
2 Braham Ferreira	J.A.Ferreira@tudelft.nl	President Elect	2016	1	1		1
3 Deepak Divan	ddivan@varentec.com	Sr. Past President	2014	1	1		
4 Dushan Boroyevich	dushan@ieee.org	Jr. Past President	2014	1	1		1
5 Alan Mantooth	mantooth@uark.edu	VP Operations	2014	1	1		1
6 Bram Ferreira	J.A.Ferreira@tudelft.nl	VP Meetings	2014	1	0	President Elect	
7 Prasad Enjeti	enjeti@ece.tamu.edu	VP Products	2014	1	1		1
8 Jian Sun	jsun@ecse.rpi.edu	Treasurer/Member-at-Large	2014	1	1	Mem	1
9 Peter Wilson	prw@ecs.soton.ac.uk	Standards Director	2014	1	1		1
10 Andreas Lindeman	a.lindemann@ieee.org	Awards Chair	2014	1	1		1
11 Mario Pacas	pacas@uni-siegen.de	Consitution & Bylaws Chair/ Member-At-Large	2014	1	1	Mem	1
12 Jose Cobos	jcobos@ieee.org	Member-at-Large	2014	1	1		1
13 Annette Muetze	muetze@tugraz.at	Member-at-Large	2014	1	1		0
14 Ira Pitel	i.pitel@ieee.org	Member-at-Large	2014	1	1		0
15 Toshihisa Shimzu	shimizut@tmu.ac.jp	Member-at-Large	2014	1	1		1
16 Peter Steimer	peter.steimer@ch.abb.com	Member-at-Large	2014	1	1		0
17 Jian Sun	jsun@ecse.rpi.edu	Member-at-Large	2014	1	0		0
18 John Shen	zjohnshen@gmail.com	Member-at-Large/Distinguished Lecture Chair	2015	1	1		1
19 Maryam Saeedifard	maryam@purdue.edu	Member-at-Large/Women in Engineering Liaison	2015	1	1		1
20 Bob Guenther	RGuenther@nwl.com	Member-at-Large	2015	1	1		1
21 Frede Blaabjerg	fbl@iet.aau.dk	Member-at-Large	2015	1	1		1
22 Paolo Matavelli	paolo.mattavelli@gmail.com	Member-at-Large	2015	1	1		1
23 Joao Pinto	joaonofre@gmail.com	Member-at-Large	2015	1	1		0
24 Vladimir Blasko	blaskov@utrc.utrc.com	Member-at-Large	2016	1	1		1
25 Silva Hiti	silva.hiti@gm.com	Member-at-Large	2016	1	1		0
26 Dan Kinzer	dan.kinzer@fairchildsemi.com	Member-at-Large	2016	1	1		1
27 Mario Pacas	pacas@uni-siegen.de	Member-at-Large/Consitution & Bylaws Chair	2016	1	0		0
28 Pat Wheeler	Pat.Wheeler@nottingham.ac.uk	Member-at-Large	2016	1	1		1
29 Zhengming Zhao	zhaozm@mail.tsinghua.edu.cn	Member-at-Large	2016	1	1		0
30 Yan-Fei Liu	yanfei.liu@queensu.ca	Technical Committee Chair Power & Control Core Technologies	2014	1	1		0
32 Seth Sanders	sanders@eecs.berkeley.edu	Technical Committee Chair Power Conversion Systems and Components	2014	1	1		0
33 Brian Welchko	bwelchko@ieee.org	Technical Committee Chair Motor Drives and Actuators	2014	1	1		0
34 Anand Sathyan	sathyan.anand@chrysler.com	Technical Committee Chair Vehicle and Transportation Systems	2014	1	1		0
35 Liuchen Chang	lchang@unb.ca	Technical Committee Chair Sustainable Energy Systems	2014	1	1		1
36 Henry Chung	eeshc@cityu.edu.hk	Technical Committee Chair High Performance and Emerging Technologies	2014	1	1		1
37 John Hawkins	jmhawkins@ieee.org	Technical Committee Chair Communications Energy Systems	2014	1	1		1
			TOTAL	36	33		22

Bylaws and Constitution report: Mario Pacas

Motion #1(Pacas) Accept the basic structural changes, including that Awards Chair has no longer AdCom voting privileges. Seconded: Liuchen Chang 22/1/0 Passed

Motion #2(Pacas) The Membership Chair, a Presidential appointee who currently reports into the VP of Operations, is proposed to be a Vice-President level position with AdCom voting privileges. Seconded: Paolo Mattavelli . Approved title Executive Vice-President of Membership 13/7

Motion #3(Pacas) The position of Director of Standards, a Presidential appointee who currently reports to the President, is proposed to be a Vice-President level position with vote. Seconded: Alan Mantooth Approved Title Executive Vice-President of Standards 14/7

Motion #4 (Pacas) The position of Global Relations Chair, a new position, is proposed to be a Vice-President level position with AdCom voting privileges. This new position would have an AdCom vote. Seconded: Dan Kinzer. Approved title Executive Vice-President of Global Relations 14/6

Motion #5(Pacas) Should the Constitution & Bylaws Chair continue to have AdCom voting privileges. Seconded: Alan Mantooth. Yes. 13/7/2

Approval of the Agenda

Motion to approve the agenda: Alan Mantooth
Second: Paolo Mattavelli
Motion Carried

Motion to approve the minutes from APEC: Yan Fei Liu
Seconded: Peter Wilson
Motion Carried

Review of the action items

President's Report: Don Tan

Follow slides

Motion: To approve the Phase 2 share split for TTE Phase 2 proposal: Don Tan
Seconded: Alan Mantooth
Motion Carried

Motion: PELS to establish an ad-hoc committee on transportation electrification to help secure PELS as the home for TE: Dong Tan
Seconded: Prasad Enjeti
Motion Carried

Treasurers Report: Jian Sun

Report (follow slides)

Awards Committee Report: Andreas Lindemann

Report

Motion: (Lindemann) service award on PELS levels: the board hereby reaffirms current General Award Policy to be:

- service award will remain on PELS level
- Achievement awards (on PELS or TC level - max. one with ~1000USD per TC) to honor individuals who have distinguished themselves in contributing to their field.
- young engineer awards and best paper awards focused on young engineers as conference awards (<500USD)

This action is undertaken to avoid inflation and overloaded award sessions.

Seconded: Prasad Enjeti

Motion Carried

Motion: (Lindemann) To submit the following descriptions are to Tabarc for approval.

a) To change the description of IEEE International Future Energy Challenge Award:
old: „Presentation: The award will be presented during the Award Luncheon of the IEEE Energy Conversion Congress and Expo.”

new: „The awards will be presented after the decision during IEEE International Future Energy Challenge final competition.”

b) Submit the new IEEE PELS Prize Blog Award according to the draft of IEEE PELS Operations Manual of Awards Committee.

(i. e. in brief: a yearly award open to all bloggers on the PELS website, quantitative selection criteria as they are state of the art in web business, administration by PELS webmaster, honorarium 250USD)

c) To change the description of Modeling and Control Technical Achievement Award as follows to meet PELS awards strategy by increasing the honorarium from 500USD to 1000USD:

new: „ prize items:

The award recipient will receive an honorarium of 1000USD, an engraved suitable plaque, and an award certificate; the award can only be given if the respective budget remains net positive. funds:

This award is a Society funded award. The total annual expenses that can be incurred for this award shall be no more than 1500USD and shall be included in the Society’s annual budget for the Technical Committee. The expenses include: honorarium as above, engraving of suitable plaque, award certificate”

Seconded: Prasad Enjeti

Motion Carried

Motion: (Lindemann) PELS will present society awards during ECCE in North America as follows.

- a) PELS awards with a honorarium above 1000USD will be presented during the ECCE awards ceremony during the awards luncheon.
- b) Other awards with a honorariums of up to 1000USD will presented in an award session prior to award ceremony. All award winners are invited to the awards reception and luncheon, which offers the opportunity for photo shooting, networking etc. All awards and their winners are promoted during awards ceremony, mentioning them in the awards brochure and e. g. additionally displaying a report with their names and pictures on screens.

Seconded: Prasad Enjeti

Motion Carried

Director of Standards Report: Peter Wilson

Report

VP of Product Report: Prasad Enjeti

Report

VP Operations: Alan Mantooth

Report

History Committee Report: Phil Krein

Report

VP of Meetings Report: Bram Ferreira

Report

Fellows Committee: Gerry Hurley

Report

Nominations Committee: Dushan Boroyevich

Report

Motion: To approve the three nomination committee members who term will end 2016; Dushan Boroyevich

Seconded: Prasad Enjeti

Motion carried.

New Business

Next AdCom to be held in conjunction with EPE ECCE in Lappeenanta, Finland

CONSENT AGENDA

■ **Operations/Products Committee Motions**

■ **Meetings Committee Motions**

Motion to approve the agenda

Motion Carried

Motion to Adjourn: Alan Mantooth

Seconded: Yan Fei Liu

Motion Carried