



IEEE PELS Administrative Committee Meeting

ECCE 2016

Milwaukee, WI, USA

Hyatt Regency

2:00 pm – 5:30 pm

Thursday September 22, 2016

Meeting Minutes

Motions from this meeting:

- Motion to approve the co-location of ECCE with the IAS Annual Meeting from 2017 till 2020
- To approve the PRECEDE budget for 2017
- To conditionally approve the budget for ESTS 2017, has to be updated within one month. To also approve the percentages for ESTS 2017 PES 50%/PELs 34%/ TEC 15% and budget. This will be renegotiated for the 2019 ESTS with PES
- PELS Leadership will ask PES to negotiate the percentages:
- To also approve the percentages for ESTS 2017 PES 45%/PELs 45%/ TEC 10%. To be renegotiated for 2017 ESTS with PES.
- Motion to approve the proposed modified field of interest to be presented to TAB Governance for approval.
 - The field of interest of the Society shall be the development and application of power electronic **systems** and technologies, which encompass the effective use of electronic components, the application of circuit theory and design techniques and the development of analytical **methods** and tools toward efficient electronic conversion, control and conditioning of electric power to enable the **sustainable** use of energy.
- Staff Directive from the president: Resend the position statement for IEEE 2030 amendment this week. DONE
- Action: Staff to contact Badgeguys to discuss real time membership verification for Conference Registration.
- Action: Policy and Procedures manual to be worked with Patrick Wheeler

Meeting started at 2:05 PM

Welcome and Self Introductions Strategy Meeting

	Name	Title	Present	Absent
1	Braham Ferreira	President		
2	Alan Mantooh	President Elect / VP Technical Operations	x	
3	Mario Pacas	VP Conferences	x	
4	Frede Blaabjerg	VP Products	x	
5	Jinjun Liu	Exec VP Membership	x	
6	Peter Wilson	Exec VP Standards	xx	
7		Immediate Past President/Exec VP Global Relations		
	Don Tan		x	
8	Dushan Boroyevich	Senior Past President	x	
9	Treasurer	Jian Sun		
10	Patrick Wheeler	Constitution & Bylaws Chair	x	
		<u>TC Chairs</u>		
11		TC 1: Technical Committee Chair Power & Control Core Technologies		
	Yan-Fei Liu			x
12	Robert Pilawa-Podgurski	TC 2: Technical Committee Chair Power Conversion Systems and Components	x	
13		TC 3: Technical Committee Chair Motor Drives and Actuators		
	Uday Desphande		x	
14		TC4: Technical Committee Chair Vehicle and Transportation Systems		
	Alireza Khaligh			x
15	Sudip Mazumder	TC 5: Sustainable Energy Systems	x	
16		TC 6: Technical Committee Chair High Performance and Emerging Technologies		
	Yaow Ming Chen		x	
17		TC 7: Technical Committee Chair Communications Energy Systems		
	John Hawkins		x	
		<u>Members at Large 2014-2015-2016</u>		
18	Vladimir Blasko	Member-at-Large	x	
19	Silva Hiti	Member-at-Large	x	
20	Dan Kinzer	Member-at-Large	x	
21	Zhengming Zhao	Member-at-Large	x	
Duplicate	Pat Wheeler	Member-at-Large		
Duplicate	Mario Pacas	Member-at-Large		
		<u>Members at Large 2015-2016-2017</u>		
22	Robert Balog	Member-at-Large	x	
23	Johan Enslin	Member-at-Large	x	
24	Helen Li	Member-at-Large		x
25	William A. Peterson	Member-at-Large	x	

26	Pradeep Shenoy	Member-at-Large	x	
27	Shinzo Tamai	Member-at-Large		x
<u>Members at Large 2016-2017-2018</u>				
28	Liuchen Chang	Member-at-Large	x	
29	William Gerard Hurley	Member-at-Large	x	
30	Katherine Kim	Member-at-Large	x	
31	Ernie Parker	Member-at-Large	x	
32	Grant Pitel	Member-at-Large	x	
33	Seung Ki-Sul	Member-at-Large	x	
<u>Non Voting</u>				
	Andreas Lindemann	Awards Chair	x	
	Deepak Divan - Past President	Phil Krein, History Chair, Rik De Doncker, John Shen DL Chair Tom Jahns, Issa Batarseh, Joao Pinto, Luchen Chang		
<u>STAFF</u>				
	Mike Kelly	Society Executive Director		
	Donna Florek	Technical Community Program Specialist		
	Becky Boresen	Technical Community Program Specialist		
	Alicia Tomaziewski	TEC Project Manager		

Motion to approve the agenda Robert Pilawa
Second Bill Peterson
Motion Carried

Motion to approve the Minutes from APEC
Mario Pacas
Second Don Tan
Motion Carried

Braham reviewed the action items from APEC 2016

Motion to approve the co-location of ECCE with the IAS Annual Meeting from 2017 till 2020

Discussion
Friendly amendment – Through 2020 Alan Mantooth

Second Graham Holmes

Discussion

0 abstain

3 against

Motion Carried

Vote on the amended motion:

3 Against

Motion Carried

President Report: Braham Ferreira

New Appointments to the Education Committee:

Chair Issa Batarseh ,

Academic Affairs Chair: Jin Wang

TC 6 Zaow Ming Chen

The Long Range Planning Committee was held in Huangshan, China

Internet of Things Community: AdCom voted to join and support for a max \$10,000 per year.

2030 Constitution amendment ballot:

Staff Directive from the president: Resend the position statement for IEEE 2030 amendment this week.

The 6 LRP leads are included in the 2017 budget:

- programming and services,
- eT&D workshop/conference,
- Member Loyalty and Recognition,
- ITRW/Wideband gap,
- CyberSecurity for PE,
- MOOC program,
- Billion Smiles Renewable Energy Solutions.

Humanitarian Power Electronics Adhoc

- Increased committee to six members
- First step is the "Lighting up a Billion Smiles" competition
- 2016 Workshops will take place in Delft, Vancouver, Milwaukee, and Atlanta
- Collocated events planned for PEDES and FEPPCON 2017

- The outcome of the competition will bring all the entities together to achieve the goal.

ITRW Next Steps:

- Technical Briefings to the ITRW steering committee and workshop
- Steering Committee Meetings
- Meeting Dates:
 - WiPDA (November 2016 – Fayetteville, USA)
 - APEC 2016 (March 2017 – Tampa, USA)
 - iWIPP 2016 (April 2017 – Delft, Netherlands)
 - ISPSD 2016 (May 2017 – Sapporo, Japan)

Follow up on FEPPCON:

- Enable and facilitate the International Technology Roadmap on Wide Bandgap Power Semiconductors.
- Three meetings held to date: Delft, Longbeach, Milwaukee.

The first eT&D workshop

- Was held at ITEC – ASIA and seeded with support through a \$35 K initiative in the 2017 Budget. Plans are to turn this workshop series into a financially sponsored conference within 2 years working 50/50 with PES.

Build a strong volunteer group and around drives and electric machines in power electronics applications

- Uday Desphande appointed as new TC Chair
- Good attendance at ECCE 16 meeting
- New thrusts discussed.

Implement measures to improve service and stimulate growth in targeted membership groups.

- Appointment of 9 regional chairs
- Gifts were sent to long time members
- Promotional materials are available now including a chapter kit
- Chapter meetings at conferences

Make the PELS websites one of the best society council websites of the IEEE

- Becky demonstrated the new website and new special features.
- Request to have the TCs keep up their websites

Digital Media

- Steep increase in the number of webinars and other recorded materials
- PELS Promotional videos are made

Power Electronics 2030

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Standards Report: Peter Wilson – presented by Braham Ferreira

Motions:

To approve the PRECEDE budget for 2017 Mario Pacas

Second: Uday Desphande

Motion Carried

Motion #1

Motion:

To conditionally approve the budget for ESTS 2017, has to be updated within one month. To also approve the percentages for ESTS 2017 PES 50%/PELs 34%/ TEC 15% and budget. This will be renegotiated for the 2019 ESTS with PES

Discussion:

Motion #2:

PELS Leadership will ask PES to negotiate the percentages:

To also approve the percentages for ESTS 2017 PES 45%/PELs 45%/ TEC 10%. To be renegotiated for 2017 ESTS with PES. Mario Pacas

Second Katherine Kim

Motion Carried

BREAK

VP of Products Report: Frede Blaabjerg

PEL Publications Magazine, Transactions, Letters

IEEE Transaction on Power Electronics (TPEL) is ranked **number 1 in Xplore Downloads**

Impact factor 2015 4.953

Turnaround times on decision are very important to make the journal attractive for authors

New submissions for TPEL is around 10% per year. All of 2016 is already published on Xplore

Days from Submission to decision: 46.6 days

Submission to first decision average: 21 days

Journal of Emerging and Selected Topics in Power Electronics (JESTPE): 4th year

Half papers go into regular issues and half of the papers go into special issues

Digital Media

PELS now has a new website

We are doing more Webinars now including Young Professional Webinars.

Tutorial recordings

Still increasing reputation of all journals

Good standing in general on publications

Constitution and Bylaws Committee: Pat Wheeler

Field of interest

Discussion:

Proposal to include the words “system” and “sustainable” in the PELS field of Interest

Discussion

Motion to approve the proposed modified field of interest to be presented to TAB Governance for approval.

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1 against

Motion Carried

Discussion about the bylaws

And adding certain standing committees to a policy and procedure manual

Action: Policy and Procedures manual to be worked with Patrick Wheeler

Conferences: Mario Pacas

Flagship Conferences successful and growing:

In 2016 there were no negative results in the financial reports.

The introduction of fees for the TCS of conferences is running smoothly.

A proposal for the collocation of ECCE NA and IAS Meeting is now settled.

Ongoing Activities:

The management of approvals has to be enhanced

Calendar of PELS supported events will be posted in the web

A list with the main data of conferences will be accessible as well.

The guidelines for applications will be also enhanced.

Issues to be solved:

Unified template for the Web-Sites of conferences to be developed by PELS.

Managing of no-shows regarding the upload in IEEE *Xplore*[®].

Handling of Dedicated MoUs for certain conferences

TEC is up to 5700 members – Phil Krein

Fellows Committee- Dushan Boroyevich

Please nominate people who deserve to be Fellow

The more high quality nominations we get the better chance we have to get more Fellows.

Technical Operations – Alan Mantooh

FEPPCON 17 is in the planning

Working on :

- ITRW
- Cyber security sessions
- Mentoring program
- Committee updates (webinars, lectures, digital media, awards, technical thrusts, special issues, conferences)
- Working on IAS coordination with ECCE

TC Activities & responsibilities Review

- Organize and run workshops and conferences within their technical scope
- Manage finances associated with their efforts at TC level and meeting level
- Support larger conferences (ECCE and APEC with support of tracks through chairs
- Looking forward
- VP of Technical operations manual
- Elections
- Appointments

Working on tactical plans for next year from Strategic plan and action items

VP Membership Report – Jinjun Liu

- Briefing on status of membership
 - 2016 projected 5% increase
 - Goal in 2 years to drive the membership of 5% growth every year
- Strategies
 - Make the values / benefits of being a PELS members explicitly visible to engineers and students
 - Stick to implementations
- Operational procedure
- Handling of best chapter award need a written procedure
- DL travel request approval and information sharing streamlined with Smartsheet
- A series of chapter chairs meetings and forums launched and planned
- YP receptions and WIE breakfast regularly on every major PELS conference

Action Item: Staff to contact Badgeguys to discuss real time membership verification for Conference Registration

Nominations Report – Don Tan

Candidates have been brought to the committee and the selection needs to be narrowed down.

Motion to Adjourn; Alan;
Second Seung Ki Sul