

	Name	Title	In Attendance
1	Liuchen Chang	President	X
	Brad Lehman	President Elect	X
2	Jian Sun	VP Conferences	X
3	Brad Lehman	VP Products	X
4	Pat Wheeler	VP Technical Operations	X
5	Mark Dehong Xu	VP Membership	X
6	Mario Pacas	VP Global Relations	X
7	Johan Enslin	VP Standards	X
8	Frede Blaabjerg	Immediate Past President	X
9	Alan Mantooh	Senior Past President	X
10	Alireza Khaligh	Treasurer	X
11	Katherine Kim	Constitution & Bylaws Chair	X
<u>TC Chairs</u>			
	Al-Thaddeus Avestruz	TC 1: Technical Committee Chair Power & Control Core Technologies	X
12	Hanh-Phuc Le	TC 2: Technical Committee Chair Power Conversion Systems and Components	X
	Antonio Cardoso	TC 3: Technical Committee Chair Motor Drives and Actuators	X
13	Mahesh Krishnamurthy	TC4: Technical Committee Chair Vehicle and Transportation Systems	X
	Juan Balda	TC 5: Sustainable Energy Systems	X
14	Robert Pilawa-Podgurski	TC 6: Technical Committee Chair High Performance and Emerging Technologies	X
	Alexis Kwasinski	TC 7: Technical Committee Chair Communications Energy Systems	X
15	Marco Liserre	TC 8: Electronic Power Grid Systems	X
	Chris Mi	TC 9: Wireless Power Transfer Systems	
16	Kevin Hermanns	TC 10: Design Methodologies	X
	Jin Wang	TC 11: Aerospace Power	
17	Sanjib Panda	TC 12: Energy Access and Off-Grid Systems	X
<u>Members at Large-2020-2021-2022</u>			
18	Christina DiMarino	Member-at-Large	X
19	Marco Liserre	Member-at-Large	X
20	Sudip K. Mazumder	Member-at-Large	X
21	Brendan McGrath	Member-at-Large	X
22	Xiongfei Wang	Member-at-Large	X
dup	Mark Dehong Xu	Member-at-Large	X
<u>Members at Large 2021-2022-2023</u>			
23	Noriko Kawakami	Member-at-Large	X
24	Yan-Fei Liu	Member-at-Large	X
25	Yunwei (Ryan) Li	Member-at-Large	X
26	Pedro Rodriguez	Member-at-Large	
27	Jennifer Vining	Member-at-Large	
28	Navid R. Zargari	Member-at-Large	X
<u>Members at Large 2022-2023-2024</u>			
29	Stephanie Butler	Member-at-Large	X
30	Ulrike Grossner	Member-at-Large	X
31	Axel Mertens	Member-at-Large	X

32	Giovanna Oriti	Member-at-Large	X
33	Maryam Saeedifard	Member-at-Large	X
34	Shinzo Tamai	Member-at-Large	X
Ex Officio Members of the AdCom (Non-Voting Members)			
	Andreas Lindemann	Awards Chair	X
	Ger Hurley	History Chair	X
	John Shen	Distinguished Lecture Chair	X
	Nayara Brandao de Freitas	Young Professionals Chair	X
	Joe Kozak	Student Membership Chair	
	Lauren Kegley	WIE Chair	X
	Yaow-Ming Chen	TPELS EiC	X
	Don Tan	Past President	X
	Rik de Doncker	Past President	X
	Phil Krein	Past President	X
	Thomas Jahns	Past President	X
Staff			
	Mike Kelly	Society Executive Director	X
	Becky Boresen	Technical Community Program Specialist	X
	Megan Cichoki	Technical Community Program Specialist	X
	Jane Celusak	Project Manager	X
	Alicia Tomazewski	TEC Project Manager	X
	MaryBeth Schwartz	Publications Administrator	X
	Jessica Uherek	Publications Administrator	X
Guests in attendance			
	Jinjun Liu	Cian ÓMathúna	Harish Krishnamoorthy
	Srinivas Bhaskar	Brian Zahnstecher	

Quorum Met

Approval of Agenda

MOTION: to approve the agenda: Robert Pilawaa

Second: Alan Mantooth

MOTION: Carried

Approval of AdCom Minutes from ECCE 2022

MOTION: to approve the minutes: Stephanie Butler

Second: Robert Pilawa

MOTION: Carried

Review of Remaining Action Items Liuchen Chang

- <https://app.smartsheet.com/b/publish?EQBCT=da9ab7b6cb7644f2ba8ed8bc8ba60511>

Approval of Action Item

MOTION: to approve the action items:

Second:

MOTION: Carried

President's Report Liuchen Chang

Review of Adcom Members

Acknowledgment and thank you to the outgoing officers

PELS Highlights

- 1st AdCom meeting on membership (>33) – guidance and direction for operation
- Growing Membership and Committed Volunteers
- 42 new chapters/student branch chapters, “Traditional & electronic membership fees”
- Strong publication portfolio: quality, performance and growth (page count^)

- TPEL remains the most downloaded Transactions
- Full operation of 12 technical committees - 3,200+ TC members
- Conferences are resuming to its normality
- Enhanced services to conference organizers
- Developed Value to Industry and Practitioners (VIP) Best Paper Award
- Flourishing education activities – Seeking your thoughts and guidance
- Fellowship/Scholarship programs, PELSTube, P3 Talks, PhD/Summer schools
- Strengthening industry services and engagement
- VP Industry and Standards – sent to you for review and comments, seeking approval
- EBL 2.0 (2021-2023) is ongoing

PELS Membership Fees 2023: Preferred and Essential - option for lower fees for our members

PELS Preferred Membership Package Includes: IEEE Power Electronics Society Digital Library (electronic), IEEE Power Electronics Magazine (digital, electronic, and print), IEEE Journal of Emerging and Selected Topics in Power Electronics (electronic), IEEE Electrification Magazine (digital) and IEEE Power Electronics Society Resource Center. ---Still available (\$25 higher grade members/\$13 students)

PELS Essential Membership Package Includes: Every item in the Preferred Membership Package, except the IEEE Power Electronics Magazine in print.

The fee structure of \$10 for higher grade and \$5 for students was the top choice of AdCom members.

- Financial Impact:
 - 10,936 members in Dec. 2021: -\$24,778 (-Rev&+saving)
 - 12,500 members during 2023: -\$28,322 (-Rev&+saving)
 - Advertising Rev. reduced? Postage savings increased?

Motion: Approve two categories in PELS membership: Preferred and Essential

Move: Alan Mantooth

Second: Hanh Phuc- Le

Discussion to amend motion regarding new membership fees - Preferred \$20, Essential membership \$10

Amended Motion: Approve two new membership categories in PELS membership: Preferred \$20, and Essential \$10. (6 objections)

Motion carries

PELS Education Activities: Growing in Portfolios of Multiple VPs

- Education materials and programs (PELS Tube, P3 Talks, Podcasts, etc.): VP Products (Education & Digital Committee)
- IFEC: VP Tech. Op. (Academic Affairs Committee)
- New Scholarship/Fellowship programs: Awards & VP Global Relations
- PhD Schools: VP Membership & VP Global Relations
- Summer School: VP Membership (YP Comm. & Students sub-Comm.)
- Student projects demo at ECCE: VP Tech. Op. (TC6 & TC10)
- Supporting Staff: several It is beneficial to have the growing Education programs under one VP (elevated to a higher org. level, concerted efforts, enhanced support and resources, additional programs such as professional education, broader partnerships and global outreach...)

Should the Education programs be in the portfolio of one VP (not adding a VP)?

VP Education and Outreach? VP Education and Partnership? VP Education?

- Seeking your thoughts as the first step. Please send your comments to Liuchen: LChang@unb.ca

Constitution and Bylaws

Katherine Kim

Reviewed proposed changes to Bylaws – these were discussed at the last two AdComs
Adcom was sent the changes more than 30 days ago.

The changes are the following:

1. Change the name of technical committee 4 (TC4) from Electrical Transportation Systems" to Electrified Transportation Systems.
2. Change the maximum number of terms for Treasurer from no limit to 3 terms (with a 2-year gap before being eligible for re-appointment).

3. Change the name of the Vice President for Standards to Vice President for Industry and Standards, and update the description to chair the Standards and Industry Committees. Rename the Industrial Advisory Board Committee to Industry Committee for consistency and to align with its purpose
4. Change these eligible to be nominated for Vice President positions from current voting AdCom members, to voting AdCom members from the current and previous two years.

Motion from committee to approve all changes presented to the PELS Bylaws

Motion carries

Treasurer's Report

Alireza Khaligh

PELS budget is doing well

2021 & 2022:

- \$14M on Reserves at the end of 2020
- Expected estimates reserves at the end of 2021: >\$16M
- 2021: \$500K not spent on traveling, food, etc.
- Net 2021 Forecast (excluding initiatives): ~ \$1,966,274
 - Estimate for 2022 50% Spending Available: \$983,137
- Estimated \$480K (\$160K) in 3% (1%) spend for 2022
- \$154,000 is approved for 2022 Initiatives
- Transferring \$450K to two Foundations (need TAB approval)
 - \$250K for EBL (Humanitarian Funds)
 - \$200K for Fellowships (Future Workforce)

Summery - \$3.45M Total Net for 2020

- \$2M Operation Net Projected for 2021
- Reserve to Exceed \$16M

Motion to Transfer \$450K into two Foundation funds. Transfer \$250K to PELS Humanitarian Fund (Primarily EBL and GEC targeted) Transfer \$200K to PELS Future Workforce (Seed Scholarship/Fellowship program)

Motion carries

VP for Membership

Mark Dehong Xu

Growth

Total 213 chapters :

- Chapters: 111
- Student Branch Chapters: 102
- Year 2021: 42 new chapters or SBCs
- located in 55 countries

Review of Regional Chapter representatives and sub committee members

Membership promotion

- Membership Promo Codes to TOTAL: 2,102
 - PELSDAY2021: 722
 - PELSEDU: 1061(DL & RDL's and webinar attendees)
 - PELSCONF: 302
 - REV35PELS: (Will be provided to reviewers- just activated)
- Multi-society membership discount program
 - Year 2021, 1024 persons participated in the PELS/IAS dual membership discount (10%) program.
 - Year 2022, replaced by IEEE wide multi-society membership discount (5%) program
- Chapter and SBC Membership drive contest, 5 winners

2021 summery

- IEEE PELS SYPS 2021: Theme: "Let's Step Up to Transform". Including job fairs, technical and non-technical presentations, 428 registrants. Total of 9,949 page viewers
- YP committee support P3 talks and webinars organized by the digital media committee
- PELS Day in 2021:62 chapters involved spanning 4 continents, 120 events(~60 from Kerala, India), PELS Day photo contest

- WIE and YP: Round tables at APEC2022 March 23, Topic: “How to become involved with PELS and PSMA too”
- DL : 39 lectures/2021; RDL takes off: 15 lectures/2021. RDL is down-to-earth, easy to travel, topics to orient to local demands, with English/local languages.

Strategy

- 2025 goal (15K members and year growth rate: 8.5%) into actions
- Make the values/benefits/recognitions to PELS members
- Build PELS membership ecosystem by strengthening ties among members, chapters, region/sub-region committee, PELS leaders
- Grow diversity and inclusive in regions, chapters and various events
- Collaborate with national associations and industry: joint meeting, joint chapters, joint training programs
- Set up more chapters (Only 55 countries have chapters while members covers 111 countries.)
- Develop innovation programs and refine the exist programs to support members or chapters growth

2022 plan

- Quarterly Membership Committee Meetings
- Global PELS chapter forum
- YP is proposing Distinguished Student Service Award
- Initiate PELS Youth conference in Asia to provide an unique platform for students and young professionals
- Set up regional PELS membership committee to strengthen the region/sub-region structure and functions
- Leverage DL, RDL, PhD schools, PELS day, Mentorship, YP and WIE events, Digital media, industry relation etc to support membership growth
- Chapter competitions
- Embark senior member drive in regions(2.5k members w/ 6+ years service)
- Recover Mentorship Program

Motion: Approve Student Branch Chapters Support Program to support membership growth with investment in sustainable pipeline. \$250 annual support for ALL SBCs in good standing with additional merit-based support of \$750.

Motion carries

Motion: Approve PELS Chapters & Joint Chapters Support Program to accelerate the membership growth globally.

Description: Additional support of \$250/year for solo chapters and \$125/year for joint chapters, with good standing, on top of the existing support of \$250/year, starting from 2023.

Motion carries

Motion: Approve 50K to support PELS Regional Membership Support Program to accelerate membership growth globally.

One against

Motion carries

Motion: Approve \$22K for the ongoing operation and initiative of Diversity and Inclusion in the 2023 budget. Annual funding to support the PELS WiE activities that include WiE receptions at APEC, ECCE-NA, and ECCE Asia, and new activities like diversity and inclusion training by external company to the Membership Committee.

Motion carries

Motion: To approve \$28.5K for the ongoing project of Society Growth, Branding, and Recognition in 2023 budget. Annual funding to support the PELS YP activities that include YP receptions at APEC, ECCE-NA, ECCE Asia and ECCE Europe etc., and PELS Student-focused events.

Motion carries

Motion: To approve \$20K for PELS Day recognition and program in PELS 2023 budget

Motion carries

Motion: Approve \$24K for the ongoing activities of Mentorship and Career Development in 2023 budget. Annual funding to support the PELS mentorship activities that include roundtable mentorship sessions at APEC, ECCE-NA, and ECCE Asia or Europe.

Motion Carries

VP of Technical Operations Pat Wheeler

- Implement policy on the allocation of Student travel/engagement grants to be on the support of new/growing conferences with a focus on inclusivity and diversity
- Validation of the TC scope planned for the next FEPPCON in line with the PELS Strategy
- Ensure that all TCs have a ‘flagship’ conference or workshop appropriate for their technical area and with significant PELS involvement – the ‘term’ flagship will also be defined in this context!
- Encouraging all TCs to continue to offer a wide range of membership interaction events and opportunities – how we ensure engagement with all those who have indicated interest in our TCs
- How do we manage larger, hybrid TC meetings and voting eligible members in the future
- Governance and pipeline for Chairs, Vice-Chairs to be more explicit in the P&P documents?
- Technical Operations allocates budget for Student Travel Grants for PELS Technical Committees. How do we ensure this is spent well?
- Output: a “policy and operations” statement will be written and approved.
- Add value when these students attend – connect them to PELS, TCs, mentorship...
- Support for newer/smaller conference, workshops, student competitions,...
- Don’t fund large, well established and financially stable conferences without good reason (they need to fund their own travel grants!)
- Variable travel grant values based on distance/cost of travel/cost of attendance
- Focus on TC flagship conferences, but also allow support for new initiatives and to grow new talent
- Increase visibility of travel grants in underrepresented regions including in all PELS sponsored events
- Policy to be linked to membership priorities
- Allow flexibility, balance between TCs is not needed as they are all very different

Motion: to approve to \$173,100 to support the 12 PELS Technical Committees in 2023

Motion carries

TC	2023 Budget	TC	2023 Budget
TC1	\$12,000	TC2	\$16,600
TC3	\$21,500	TC4	\$12,000
TC5	\$18,500	TC6	\$15,000
TC7	\$18,000	TC8	\$7,000
TC9	\$14,000	TC10	\$14,000
TC11	\$16,500	TC12	\$8,000

Motion: to approve to \$98,000 to support the **Student Engagement Grants** from PELS TC sponsored conferences.

TC	2023 Budget	TC	2023 Budget
TC1	\$16,000	TC2	\$10,000
TC3	\$10,000	TC4	\$13,000
TC5	\$9,000	TC6	\$16,000
TC7	\$9,000	TC8	\$5,000
TC9	\$0	TC10	\$6,000
TC11	\$4,000	TC12	\$0

Motion: to approve to \$40,000 from the IEEE Power Electronics Society to support the 2023 International Future Energy Challenge Updates (IFEC). Funding requests from other societies: PELS: \$40k IAS: \$25k; PES: \$15k; PSMA: \$10k

Motion carries

VP Products Report Brad Lehman

Reviews of PELS portfolio

Excellent – journals and magazines – by all measures (IF, \$, downloads)

- IEEE TPEL is the most downloaded IEEE Transactions
- New Magazine Website <https://pelsmagazine.ieee.org/>
- JESTPE review time now among fastest of IEEE
- Excellent transition to new EiC for IEEE JESTPE
- OJ-PEL published 50 papers in 2021 and made revenue
- JESTPE and TPEL expanded Co-EiCs to keep up with growth
- Digital offerings/webinars/conferences are doing well and expanding. Many 2021 new initiatives: 27 Webinars, podcasts expanding, beginning to have contests.
- PELS-Tube call for videos announced

Motion 1 (for 2023): Publications/Product Operation PELS Publication 2023 Budget: \$87.5k increase over 2022.

Motion carries

Motion 2 (for 2022): Increase pages in JESTPE by adding another 500 pages in 2022: \$10.5k increase

Motion carries

Motion 3 (for 2023): Change overlength page charges to become \$200/page after 10 free pages:

- Presently charge \$162/page after 8 free pages, Estimated LOSS in overlength page revenue is (~\$270k) loss in 2023, BUT this is about (\$140k) loss compared to 2021 revenue due to paper submission growth.

Motion carries

VP for Global Relations Mario Pacas

Reminder to update IEEE Sister Society agreement – running smoothly

VP Conferences Report Jian Sun

Review PELS Conference Portfolio and Organization

Conferences supporting the PELS Strategic plan

- 2.3 Provide More Contents Driven by Industry Needs
 - Value to Industry & Practitioners (VIP) Best Paper Award
- 5.1 Identify and Implement Tools and Platforms for Hybrid Conferences/Events
- 5.2 Develop Sustainable Business Model for Conference/Event Recordings
- 5.4 Lead Efforts for Sharing Best Practices for Conferences/Events
 - Online Workshops, Templates

VIP Best Paper award

- Draft Award Description Completed
- Approval Sought at this and AdCom Meeting
- Submission to TAB/ARC; Awards Start in 2023
- Selected from Approved PELS-Sponsored Conferences
 - Paid Publication in Open Journal of Power Electronics
- Three-Step Selection Process
 - Nomination by Individual Conference Committees
 - Submission and Review in OJ-PEL (Ind. App Track)
 - Selection by Award Committee

Supporting and Recognizing Conference Organizers

- Plaque for PELS Financially sponsored conference chairs, invitation to appreciation lunch at APEC and ECCE
- Started at APEC 2022 – recognizing chairs from 2020-2021

Motion: Establish the PELS Value to Industry and Practitioners (VIP) Best Paper Award. \$30K/Year from 2023

Motion Carries

Motion: “Allocate \$30K in PELS Annual Budget to Support Conference Organizer Events and Recognition

Motion Carries

Nominations Report

Frede Blaabjerg

Verbal update by Liuchen Chang. No report at this time. Formal report to come at ECCE-NA

Diversity, Equity and Inclusion & WIE

Lauren Kegley/ Frede Blaabjerg

Overview of committee and activities by Liuchen Chang

Strategic Planning Committee

Alan Mantooth

Update on FEPPCON- Whistler Feb 2022 cancelled- rebooked for June 3-7, 2022 Iceland. Email communication will go out soon with more information.

Long Range Planning update- PELS has their Society Review in 2022- Target location is Ireland in July 2022 for a meeting.

Awards

Andreas Lindemann

Reminder to submit award nominee by March 31.

Update shared on the statuses of submissions on each award

in release process at Tabarc:

- graduate studies award (grant)
 - IEEE PELS Graduate Studies Scholarship and IEEE PELS Jan Abraham “Braham” Ferreira Scholarship
 - IEEE PELS Graduate Studies Fellowship and IEEE PELS John G. Kassakian Fellowship

Motion: to finalize and subsequently introduce the IEEE Power Electronics Society Value to Industry and Practitioners (VIP) Best Paper Award. (yearly 30000USD from PELS budget)

Motion Passes

Motion: to introduce the IEEE PELS Young Member Exceptional Service Award

No motion - on hold until the fall

Discussion on the title of the award. Re: age/” exceptional” perhaps, just service award, or “Outstanding” looking for suggestions.

VP of Standards & Update on Roadmaps

Johan Enslin

Strategic Plan – Change name – Industry and Standards

Structure with PELS Standards portfolio now includes IAB with vice chairs

Empower a Billion Lives Update

Deepak Divan

Presented by Liuchen Chang – short summery EBL II is ongoing. Accepting 3 page concept papers. Final will be at APEC 2023.

Financial implication of this AdCom

Alireza Khaligh

46K President

204.5K Membership

311.1K Operations

1.4M Products

60K Conferences

450K To Foundation

Adjourn

MOTION from To Adjourn 12:59 PM CDT

Jian Sun

Hanh Phuc Le

MOTION: Carried