

[Agenda link](#)

	Name	Title	Virtual
1	Liuchen Chang	President	x
	Vacant	President Elect	
2	Jian Sun	VP Conferences	X
3	Brad Lehman	VP Products	X
4	Pat Wheeler	VP Technical Operations	X
5	Jinjun Liu	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 Mantooth	Senior Past President	X
10	Alireza Khaligh	Treasurer	X
11	Katherine Kim	Constitution & Bylaws Chair	X
<u>TC Chairs</u>			
12	Al-Thaddeus Avestruz	TC 1: Technical Committee Chair Power & Control Core Technologies	X
	Hanh-Phuc Le	TC 2: Technical Committee Chair Power Conversion Systems and Components	x
13	Antonio Cardoso	TC 3: Technical Committee Chair Motor Drives and Actuators	x
	Mahesh Krishnamurthy	TC4: Technical Committee Chair Vehicle and Transportation Systems	X
14	Juan Balda	TC 5: Sustainable Energy Systems	X
	Robert Pilawa-Podgurski	TC 6: Technical Committee Chair High Performance and Emerging Technologies	X
15	Brian Zahnstecher	TC 7: Technical Committee Chair Communications Energy Systems	x
	Marco Liserre	TC 8: Electronic Power Grid Systems	x
16	Chris Mi	TC 9: Wireless Power Transfer Systems	x
	Kevin Hermanns	TC 10: Design Methodologies	x
17	Jin Wang	TC 11: Aerospace Power	x
	Deepak Divan	TC 12: Energy Access and Off-Grid Systems	x
<u>Members at Large 2019-2020-2021</u>			
18	Vladimir Blasko	Member-at-Large	
19	Antonio Cardoso	Member-at-Large	X
20	Udaya K. Madawala	Member-at-Large	x
21	Axel Mertens	Member-at-Large	X
22	Maryam Saeedifard	Member-at-Large	X
23	Shinzo Tamai	Member-at-Large	X
<u>Members at Large 2020-2021-2022</u>			
24	Christina DiMarino	Member-at-Large	x
25	Marco Liserre	Member-at-Large	X
26	Sudip K. Mazumder	Member-at-Large	x
27	Brendan McGrath	Member-at-Large	X
28	Xiongfei Wang	Member-at-Large	X
29	Mark Dehong Xu	Member-at-Large	X
<u>Members at Large 2021-2022-2023</u>			
30	Noriko Kawakami	Member-at-Large	X
31	Yan-Fei Liu	Member-at-Large	X
32	Yunwei (Ryan) Li	Member-at-Large	X

33	Pedro Rodriguez	Member-at-Large	X
34	Jennifer Vining	Member-at-Large	x
35	Navid R. Zargari	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
Harish Krishnamoorthy	Young Professionals Chair	X
Renan Barcelos	Student Membership Chair	
Lauren Kegley	WIE Chair	X
Don Tan	Past President	X
Rik de Doncker	Past President	X
John Kassakian	Past President	X
Phil Krein	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
Lindsey Sorensen	Publications Administrator	X

Guests in attendance

Stephanie Butler	Po-Tai Cheng	Grahame Holmes
Issa Batarseh	Henry Chung	Chaobo Dai
Yaow-Ming Chen	Ralph Kennel	Udaya Madawala
Fang Lou	Luiz Barreto	Robert Balog
Cian ÓMathúna	Ernie Parker	Francisco Azcondo
Sanjib Panda	Fred Wang	
Kalyan Sen	Huai Wang	

Quorum Met

Approval of Agenda

MOTION: to approve the Agenda: Yan-Fei Liu

Second: Alan Mantooth

MOTION: Carried

Approval of AdCom Minutes

MOTION: to approve the minutes: Jian Sun

Second: Jinjun Liu

MOTION: Carried

Approval of Action Item

MOTION: to approve the action items: Sudip Mazumder

Second: Mario Pacas

MOTION: Carried

Review of Remaining Action Items Liuchen Chang

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

President's Report Liuchen Chang

Review of Adcom Members

Review of PELS Strategic Plan

PELS Highlights

- Membership is recovering to the 2019 level
 - Incentives/benefits under development

- DEI AdHoc Committee established for developing guidelines
- Strong publication portfolio: quality, performance and growth
 - Increases in page accounts
- Energetic and active technical committees
 - 12 TCs in operation with memberships between 100 – 270 each
- Conferences are recovering with growing TCP conferences
 - enhancing services to conference organizers
- Active standards and roadmap activities
 - industry contents and services -> changes
- Establishing a PELS fellowship (scholarships for PhD) program
- EBL 2.0 has been launched, with strong partnerships
- Strong financial position
- Budget 2022 - updates
- PELS Day celebration featured SYPS 2021, with increasing participations
- chapter activities and WIE activities in two competitions
- PELS (complimentary) memberships promotion codes:
 - **PELSSTUIEEE**: students who attended a PELS conference
 - **PELSCONF**: IEEE members (students or regular members) who attended a PELS conference
 - **PELSEDU**: IEEE members (students or regular members) who attended a PELS webinar/event
- Awards and Fellows - Congratulations
- PELS Townhall Meeting in Mid-Dec. 2021 (tentatively on Dec. 14 or 15th)
- TEC to move to Council

Treasurer's Report

Alireza Khaligh

PELS budget is doing well

- 2021- Requested 324K (3%) approved 154K for PELS Projects and Initiatives
- 14.5M in reserves
- Exposed expenses in 2021 - **1,505.5k**
 - Membership – 99K
 - \$25k for PhD Schools,
 - \$24k for Mentorship & Career Dev. projects \$20k for Diversity and Inclusion projects
 - \$30k for Society Growth, Branding, and Recognition projects
 - Operations (TC) 282K
 - \$156.6k for 12 PELS Technical Committees
 - \$40k for 2021/2022 IFEC
 - \$86k for Student Engagement
 - Products 1093.9k for Journals & Digital Products
 - Standards \$30k for Standards Committee Activities
- On the 50% rule, we should be in the same \$500K+ on a projected \$1.2M surplus for 2021 (if all holds)
 - Expected to have a strong surplus in 2021 – est 1.2M, after adjustments about 970K
- 2022 – Estimated \$417K in 3% spend for 2022
 - Under the 3%/1% spending rule for the 2022 budget, eligible S/Cs are allowed to spend up to 3% of their share of the reserves for new initiatives, provided the aggregate of the spending does not exceed 1% of the total TA reserves!
 - \$6.686M in project requests from 31 S/Cs (Total spending cannot exceed \$3.952M)!
- Summary
 - Most of the surplus reported is due to
 - Xplore revenues and past conferences proceedings downloads
 - lack of travel, grants, and committee spending
 - PELS is going to have another strong positive year despite some setbacks and losses in conferences (biggest APEC and EPE)
 - ECCE NA and ECCE-Asia we think will make a surplus - despite Covid and virtual pivoting challenges
- Discussion on Future Workforce Funds and PELS Fellowship (new foundation account)
 - Stephanie Butler will write an article in the PELS Magazine to bring awareness, also support more undergraduates

- o Alan Mantooth, can we add more money to the foundation accounts, what is the ceiling to add to the account?

Constitution and Bylaws

Katherine Kim

Reviewed proposed changes to Bylaws

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 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.
3. 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).
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.
5. Correct minor grammatical errors.

These will be posted for view for 30 days, then submitted to TAB for final approval

Nominations Report

Frede Blaabjerg

Review of NomCom Members

MAL and VP/President Elect willingness to serve to candidates have been done

Elections will be coming soon – November/December

Diversity, Equity and Inclusion & WiE

Lauren Kegley

Review of WiE Steering Committee

Seeking to adopt a Women in Engineering Pledge

“The IEEE Power Elections Society pledges to work towards diversified representation and participation at all IEEE PELS meetings, conferences, and events. All aspects of diversity will be considered, including: gender, affiliation, racial, ethnicity and culture.”

- Work with Strategic Diversity Initiative to Implement Actions to Support the Above Pledge
- Proposed Actions:
 - o Training material to explain the pledge & diversity opportunities to event organizers
 - o Database of Speakers
 - o Develop Reporting Structure for Events & Chapters (Incorporate into Financial Process)

Shared current PELS stats - 10,379 Members [79.4% Male, 11.0% Female, 9.6% Unknown]

Create a strategic path-forward to support IEEE’s D&I Statement:

- Defined Timeline to Work Directly with PELS Standing Committees for Action Driven by PELS Strategic Plan
- PELS-Wide Invitation to Join this Committee with Strong Interest
 - Current committee: Frede Blaabjerg, Lauren Kegley, Brad Lehman, Celia Shahnaz – staff support Mike Kelly and Jane Celusak
- Discussion: Ali Navidi, KPI’s? Cian O Ma: another society has a WIE magazine issues, perhaps an idea for PELS

Motion from PELS WIE and Diversity committee to approve the Women in Engineering Pledge

Motion passes

Strategic Planning Committee

Alan Mantooth

Update on FEPPCON – now 4-8 Feb 2022, Whistler, BC Canada

- Review of topics and outputs
- Strong desire to have FEPPCON in person – this is a strategic meeting

Review of Strategic Planning ideas from AdCom – doc attached to agenda

- Action item to all- review the document and please pick your top 3 and send to Alan.
- Still planning on summer Strategic Planning meeting in Summer 2022.

MOTION from Strategic Planning Committee to approve additional 40K, total 80K to support FEPPCON 2022.

Statistics

- 5 yrs PELS has had membership increase – reached 10,825 in 2019
- Decline in 2020- about 10% due to covid- total 10,145 members
- +10% from March 2021 – recovering to 2019 number

Review of Membership committee members- sub committee chairs and Vice Regional chairs

Goals for 2022-2025 - To ensure a sustainable membership growth of around 5% every year

- Keep on implementing current effective practices and following fundamental principles
- Fine tune the details of structure, procedure and internal mechanism
- Focused on 2 or 3 new initiatives of significant benefits to PELS members

Strategic Plan membership action items

- Regional Distinguished Lecturer program
- PhD School program
- More benefits for PELS members in paper publication/review
- Recovering of membership

Implementation of DL & Regional DL Program for 2021, specifically R8 and R9

Implementation of PhD School Program for 2021 – organization document completed with guidelines

- Implementation for 2021
 - Asian PhD School----Jinjun Liu
 - European PhD School----Mario Pacas
 - India & Singapore ---- Sanjib Panda & Srinivas Kranki
 - Mexico----Mario Pacas
 - South America ---- Mario Pacas, Joao Pinto & Marco Rivera

Recovering PELS Membership actions

- Chapter and student chapter membership drive contest, with appropriate cash awards for different levels of achievements
- Member loyalty gifts
- Re-enhancing senior membership program
- PELS Day promotions
- Free membership (one year) for IEEE members who registered PELS conferences but were not PELS members
 - SPEC 2021
 - COMPEL 2021
- Promote Affiliate Membership
- Proposal on Benefits for PELS Members per Paper Review and Publication Activities
 - An adhoc group was set up to conceive how to supply benefits to PELS members per paper publication and review activities
 - Discount on article processing fee for open-access journal papers
 - IEEE Open Journal of Power Electronics
 - To raise the discount amount to 40% for PELS members, and 15% for IEEE members
 - Open-access papers in IEEE Transactions on Power Electronics and other PELS financially co-sponsored regular journals
 - To give 15% discount for PELS members, and 5% for IEEE members
 - Discount on over-length fee for journal papers
 - To set up yearly paper review activity record/credit for PELS members for each journal and conference PELS-sponsored or co-sponsored financially, which then will be linked to a PELS membership fee and IEEE e-membership fee discount for next year.

Motion From Membership committee to approve the general principles of the proposal on Benefits for PELS Members per Paper Review and Publication Activities, and form an adhoc committee to work out options of execution plans each with corresponding detailed estimation of financial impact

Motion Passes

VP of Technical Operations Pat Wheeler

Priority for 2021/22 is the consolidation of the new Technical Committee (TC) structure and operation

- 5 new TCs all have P&P in place
- online system implemented – vtool and TC membership. Governance report
- Have TC 1 and TC 3 updates to P&P.

Motions Coming from: Technical Operations Committee

Motion: to approve the P&P documents for the following Technical Committees TC1 and TC3

Motion Passes

VP Products Report Brad Lehman

Reviews of PELS portfolio

Introduction of MaryBeth Schwartz as new PELS Products Admin.

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

Digital offerings/webinars/conferences are doing well and expanding, pels-Tube

Updates:

- **Magazine:** 1) Needs new advertising firm to work with; 2) Wants to make feature article free to all open access; 3) Has new *web* page (needs small improvements)
- **OJPEL:** 1) Compendiums work well; 2) Submissions were a little light in the summer (help!); 3) IEEE takes long time for accepted papers to post (3 weeks which is ~total review time)
- **PEL and Letters, JESTPE, TTE:** Impact factors slightly dropped. Is it a trend or goes away after in-person conferences return post covid? (subcommittee formed to study)
- **JESTPE:** 1) Attacking huge backlog with huge increase page counts (7500 pages 2021,22); 2) Peter Liang new 2022 EiC and Fernando Briz (IAS) will be Deputy EiC
- **Finances:** fantastic for products
- **Pels-Tube:** 1) steady but slow progress is especially hindered by lack of *web* support resources; 2) Want to make videos free to all (Open Access) which is different than original plan
- **Digital offerings:** 1) new podcast expansion, 2) 25 webinars 2021; 3) interested in making webinars free to all; 4) Wants better *web* page cataloguing/ index for webinars
- **Rising concerns:** by authors about IEEE “rules” about conference and journal paper overlap

VP for Global Relations Mario Pacas

Reminder to update IEEE Sister Society agreement – running smoothly

- Would like more partnership with PES

EPE relationship is complex

ECPE had a positive meeting

PSMA relationship is growing – more collaboration on webinars and events

- Seeking non technical webinars – looking for speakers
- “Social Network for Engineers” – Oct 24th

Graduate Studies and IEEE PELS Jan Abraham “Braham” Ferreira Award

- Small Group formed
 - Andreas Lindemann
 - Antonio Marquez
 - Mark Dehong
 - Alan Mantooth
 - Has prepared a proposal about the scope and the details of the program. Andreas Lindemann will present the details and the change to the *Operations Manual of Awards Committee*

Eligibility

A candidate must be a member, graduate student member or student member of IEEE and the Power Electronics Society at the time of nomination; he/she must be pursuing graduate education within the PELS fields of interest

on a full-time basis and presumably continue his/her studies at the home university with the same faculty advisor for the twelve months after receipt of award. The awardee is not allowed to accept another award of the same kind for the same purpose

Prize Items

One award or one person consists of:

- an award certificate
- a one-time honorarium of 5,000USD
In addition, up to 1,000USD will be reimbursed to each of the awardees towards necessary conference registration, travel and accommodation costs incurred to attend the award ceremony.
- Up to ten persons may be awarded each year if the funds permit

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

VP Conferences Report Jian Sun

Most conferences still virtual - a few hybrid with local attendees onsite

Submission and attendance are down but not alarmingly for the majority of conferences

Revenues & expenses are significantly lower, but net remained positive (often at higher %) for most conferences

Net loss of some major conferences

Penalties due to contract cancellation

Loss of exhibition income

2022 and beyond

- Reopening will be gradual and uneven in different regions and countries
 - Fatigue of online meetings
 - Excitement as well as hesitancy/difficulty to travel
- Review and plan for contingencies for all 2022 conferences
- Impact on income from download
- Increasing interests in online meetings and contents
 - Opportunity for new conference models

Strategic Plan goals Goals Related to Conferences

- 2.3 Provide More Contents Driven by Industry Needs
- 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

New Award : VIP: Value to Industry & Practitioners

- Award Committee: Vladimir Blasko (Chair), Wenkang Huang, Noriko Kawakami, Leo Lorenz
 - Andreas Lindemann – Ex Official
- Looking for additional volunteers from industry
- Timeline -Draft Award Proposal by December – approve next AdCom

Seeking new hire staff support for Tools, Platforms and Online Resources

- Improve conference webpage design
 - Overall design and organization
 - Calendar and map of events
 - New contents, tutorials, templates, check lists
- Develop committee portal for organizers
 - Collect best practice
 - Inputs from conference organizers
 - Implement and test a preliminary design

Awards Andreas Lindemann

IEEE PELS Graduate Studies Award, IEEE PELS Jan Abraham “Braham” Ferreira Award

- 10 awardees, certificate+5000USD+max. 1000USD travel refund

IEEE PELS Electrical Machines, Drives and Related Automation Technical Achievement Award

- plaque+1500USD+max. 1000USD travel refund – administrated by TC3

IEEE PELS Outstanding Achievement Award in Aerospace Power

- plaque+1500USD+max. 1000USD travel refund – administrated by TC11

New awards under preparation: – IEEE Power Electronics Society Best Paper Award – Value to Industry Practitioner – conference committee – 10* plaque+OJ-PEL processing fee

Motion: to introduce the IEEE PELS Graduate Studies Award, IEEE PELS Jan Abraham “Braham” Ferreira Award

Motion Passes

Motion to introduce IEEE PELS Electrical Machines, Drives and Related Automation Technical Achievement

Motion Passes

Motion: to introduce the IEEE PELS Outstanding Achievement Award in Aerospace Power

Motion Passes

Milestone Program/ PELS/History Chair Gerard Hurley

Nicola Tesla Webinar by W. Bernard Carlson, University of Virginia, January 2021 - 275+ attendees

Upcoming: Bell Labs, working with Bill Peterson and others to develop webinar

Life fellows oral History

- The History Center needs Volunteers to help Peer-to-peer interviewing
- History Center provides training and guidance - G. Hurley and P Krein have attended training
- Capturing the memories of IEEE’s top members will preserve both institutional and technological history
- It will be a boon for future historians, and useable now in various products aimed at promoting IEEE and inspiring and advising IEEE members, especially students and Young Professionals
- Send names of Life Members to G. Hurley

Empower a Billion Lives Update Deepak Divan

Support from IEEE Societies, EBL I review, EBL II as a separate committee.

Global Energy Access Forum formed to promote cross silo communication. Encouraged everyone to join the Forum. Will host a second webinar.

EBL II announced, looking for teams, guidelines are available. Similar to the last one, new tracks, student teams, broadcast the message and recruit teams, will be looking for reviewer volunteers. High Level time-line. Budgets reviewed. Invitation to participate. Overall Organizational chart.

Discussion: Brian, highlight within the future networks initiative there is an initiative of connecting the unconnected. Deepak reviewed where we are connected and invites more connections.

Realize the Full Potential of IEEE Michael Deering, IEEE Foundation

Raising of \$31.2M, over 15K donors – over 8% came from individual donors. 26% came from IEEE organizations like PELS for EBL. Campaign was organized through four pillars Illuminate, educate, engage, energize.

PELS is a major anchor on the illuminate pillar. PELS was 2.2% of the \$32.1M contributions.

Financial implication of this AdCom Alireza Khaligh

We have the resources to support the budget implications of this meeting and passed motions. Impact 80K FEPPCON, 65K new awards (50K foundation +TC budges), total from PELS 96K

Open Q&A – no questions

Adjourn

MOTION from To Adjourn 1:26 PM ET

Mario Pacas

Stephanie Buttler

MOTION: Carried