

	Name	Title	Attendance
1	Brad Lehman	President	x
2	Jian Sun	VP Conferences	x
3	Yunwei Ryan Li	VP Products	x
4	Pat Wheeler	VP Technical Operations	x
5	Mark Dehong Xu	VP Membership	x
6	Mario Pacas	VP Global Relations/Education Activities	x
7	Johan Enslin	VP Industry and Standards	x
8	Liuchen Chen	Immediate Past President	X
9	Frede Blaabjerg	Senior Past President	X
10	Pradeep Shenoy	Treasurer	X
11	Katherine Kim	Constitution & Bylaws Chair	Virtual
<u>TC Chairs</u>			
12	Luca Corradini	TC 1: Control and Modeling of Power Electronics	X
-	Christina DiMarino	TC 2: Power Components, Integration, and Power ICs	x
13	Ali Bazzi	TC 3: Electrical Machines, Drives, and Automation	X
-	Mahesh Krishnamurthy	TC4: Electrical Transportation Systems	X
14	Juan Balda	TC 5: Sustainable Energy Systems	X
-	Christina DiMarino	TC 6: Emerging Power Electronic Technologies	X
15	Alexis Kwasinski	TC 7: Critical Power and Energy Storage Systems	Virtual
-	Marco Liserre	TC 8: Electronic Power Grid Systems	X
16	Grant Covic	TC 9: Wireless Power Transfer Systems	x
-	Kevin Hermanns	TC 10: Design Methodologies	X
17	Tao Yang	TC 11: Aerospace Power	
-	Sanjib Panda	TC 12: Energy Access and Off-Grid Systems	X
<u>Members at Large 2021-2022-2023</u>			
18	Noriko Kawakami	Member-at-Large	X
19	Yan-Fei Liu	Member-at-Large	virtual
(20)	Yunwei (Ryan) Li	Member-at-Large	X
21	Pedro Rodriguez	Member-at-Large	
22	Jennifer Vining	Member-at-Large	
23	Navid R. Zargari	Member-at-Large	Virtual
<u>Members at Large 2022-2023-2024</u>			
24	Stephanie Butler	Member-at-Large	X
25	Ulrike Grossner	Member-at-Large	
26	Axel Mertens	Member-at-Large	
27	Giovanna Oriti	Member-at-Large	Virtual
28	Maryam Saeedifard	Member-at-Large	X
29	Shinzo Tamai	Member-at-Large	X
<u>Members at Large 2023-2024-2025</u>			
30	Vivek Agarwal	Member-at-Large	Virtual
31	Mahshid Amirabadi	Member-at-Large	x
32	Christina DiMarino	Member-at-Large	x

33	Philip Carne Kjær	Member-at-Large	X
34	Hong Li	Member-at-Large	
35	Sudip K. Mazumder	Member-at-Large	X

Ex Officio Members of the AdCom (Non-Voting Members in attendance)

Andreas Lindemann (Awards)	Phil Krein (Past President)	Alireza Khaligh (TTE)
Dean Patterson (History)	Don Tan (Past President)	Peter Liang (JESTPE)
Peter Wilson (TEC Rep)	Hiro Akagi (Past President)	Yaow-Ming Chen (TPELS)
Antonio Cardoso (Systems Council)	Rik DeDoncker (Past President)	Brian Zahnstecher (R1-3)
Lauren Kegley (WIE/DEI)	Robert Balog (Mentorship)	Luis Barreto (R9)
Nayara Brandao de Freitas (YP)	Ashok Bindra (MPEL)	

Guests in attendance

Jinjun Liu	Leon Tolbert	Joe Kozak
Issa Batarseh	Rakesh Kumar	Harish Krishnamooty
Ralph Kennel	Al-Thaddeus Avestruz	
Fei Gao	Shimizu Toshihisa	

Staff in attendance

Mike Kelly	Brianna Fornaro	Jessica Uherek
Jane Celusak	Megan Cichoki	Liz Mahon
Becky Boresen	MaryBeth Schwartz	

Meeting called to order 8:30 AM CT – Attendance noted; Quorum Met

MOTION to approve the ECCE 2023 agenda: Jian Sun

Second: Ryan Li

Motion carried

MOTION to approve the ECCE Asia, May 2023 agenda: Juan Balda

Second: Mario Pacas

Motion carried

President's Report Brad Lehman

Acknowledgment and thank you to the outgoing Member at Large, welcome to two new PELS Staff, Liz Mahon and Brianna Fornaro.

Brad Lehman reviewed the mission and vision, current membership numbers and reviewed the organization chart. Review of current PELS Presidents and Executive Committee, Introduction of new PELS Staff and Current Staff, Major Announcement to be discussed in today's meeting in Products, Membership, Technical Committees, Conferences, Global Outreach, and the Summary expresses that we are doing very well as a Society.

JESTPE and OJPPEL coming up for their first PRAC review. Membership growth is strong with 12,300 members. New chapter growth is strong.

New partnership with ECPE for ECCE Europe

PhD schools on 4 continents and going strong, EBL contest Global Final in 2023 and more PELS contests at the TC level.

DEI will have a motion today to make it a standing committee reporting to the President.

Conferences have recovered from Covid.

We will start endowing some of our awards and start endowing student travel grants. IEEE PELS Muhammad Rashid Student Program with a target of a \$600K matched endowment.

Web page redesign will be discussed and an open discussion about the Strategic Plan.

Motion: IEEE PELS establishes a 'Sustainability' Ad hoc committee, with an initial term ending on December 31, 2026, unless extended. This committee reports to the President and will be composed of five members.

Motion carried

Motion from TC4: to approve PELS asset sharing; PELS alters shares of assets to provide financial shares to TEC 5% of its ownership of the IEEE Transactions on Transportation and Electrification (TTE)

Varying 5% - 20% of its ITEC series conferences and ESTS according to table below

Move: Juan Balda

Motion carried

Full support from PELS Executive committee

Treasurer's Report Pradeep Shenoy

2024 has been submitted to IEEE TA, pending approval

IEEE 2024 draft budget originally presented -\$126k

After updates 2024 budget net is +\$201k

3% rule: PELS can spend up to 3% of its reserves on new initiatives

Must be budgeted for next year (and approved)

Example: \$18M x 3% = \$540k

50% rule: PELS can spend up to 50% of its net surplus from the prior year on projects in the following year

Can be forecasted during the year

Proposed 2024 projects

Project Name	Amount
Technical Committees Training, Growth, and Support	\$60,000
PELS Global PhD Schools - Education Program	\$50,000
Global Presence - Membership Development, Training, Diversification, and Support	\$35,000
Roadmapping and Standards Activities	\$50,000
Society Growth, Branding, and Recognition	\$30,000
Standards - Training for Member/Volunteers	\$20,000
Diversity, Equity, & Inclusion - Membership/Leadership/Board level development, engagement and representation	\$50,000
PELS Website Redesign/Update	\$50,000
PELS Product Support, Tools & Author/Reviewer Systems	\$30,000
Young Professionals and Students Conference Series	\$35,000
Topical workshops on future PE technologies	\$50,000
PELS Regional Chapter Development, Engagement, and Support	\$50,000
MagNet challenge	\$20,000
	\$530,000

VP Conferences Report Jian Sun

Review PELS Conference Portfolio and TC Organization

New conference committee established in May, met in Boston for a face-to-face meeting in August

Assignments and Ongoing Effects

- Development of TCS Policy and Procedure (Jonathan Kimball)
- Sharing Best Practice, Future Conference Models (Giovanna Oriti)
- Regional Liaisons for TCS Conferences
- Value to Industry and Practitioners (VIP) Best Paper Awards
- Development of Conference Management Tools

PELS and Conferences welcome new staff member and support, Liz Mahon

Develop/Identify PELS-Specific Conference Management Tools

- Paper Submission, Review, Session Organization, Program
- Presentation, Registration Management, Reporting
- Conference Webpage, Committee Workspace, Archival
- Survey to Identify Needs and Define Functions
- Discussion & Review of Survey Responses at Strategy Meeting
- Two Focus Group Meetings (9/28, 9/29) to Narrow Down
- Collecting Experiences and Available Tools within IEEE

EPE partnership update:

- Cooperation Agreement with PELS Signed in Nov. 2010, PELS Paid €330,000 for 50% Financial Share of EPE
- Organizational & Operational Conflicts in Recent Years - Conference Became Virtually the Only Source of Income
- High Admin Cost Imposed to Conference Budgets, Lost Most Industry Associations and Support
- Financial Difficulties & Office Turmoil during COVID-19

New ECCE Europe partner- ECPE – European Center for Power Electronics

- 50-50 Financial Sponsorship of ECCE Europe
- Other Areas of Collaboration: Education, Standards/Roadmaps, Membership, PhD schools
- ECCE-Europe 2024 in Darmstadt
- Steering Committee Established
- 2025 Site will be Selected Soon; 2026 in Development

Comment from Sanjib Panda: bring awareness to the local regional reps where conferences are taking place to avoid overlap.

Motions from Committee: see consent agenda

VP for Products

Ryan Li

Presented a review of PELS Products portfolio with EiC, and staff support

Excellent net revenue from publications (> \$2.5M NET REVENUE, mostly TPEL)

Excellent impact factors: TPEL 6.7, OJ-PEL 5.8, JESTPE 5.5, TTE 7.0

Healthy financial situation, JESTPE had a major milestone with the 10 years anniversary. IEEE TPEL is the most downloaded of all IEEE Transactions and OJPEL will have a best paper award.

Main Initiatives completed or ongoing this year – Journal and Conference coordination, Journal & membership benefits, Author/reviewer experience/ Value to Industry/Transparent review/AE terms and AE performance review/ Post conference journal submission policy – to be finalized – New journal on Wireless Power Technology

Motion from Committee: Increase TTE 2024 page-count from 6,000 to 7,000 (A per page fee is estimated at \$48.25/page. 1,000pgs*\$48.25pg = \$48,250)

Motion carried

Motion from Committee: PELS - Technical and Financial Sponsor for the new IEEE Journal on Wireless Power Technologies (WPT)

Motion Carried

VP of Membership

Mark Dehong

12788 – Number 8 in IEEE Societies; YoY change is about 12% increase

Membership increases in all regions – chart shown by region of percentage increase – R10 has a 25% increase.

Compared to sister societies we are second in growth at 12% (IES had 17.9%)

Chapter increase has been 22 for total chapters of 262.

Events and Progress in 2023 – Extension of WIE & YP events for more meetings, mentorship events, PELS day, most in person DL and RDL, 2nd student and young profession symposium in Shanghai – PELS leadership meeting with Korean chapters and Formal agreement with national societies with cooperation on membership, conferences, PhD schools, WIE and YP events. (CPSS KIPE)

Had many Promotions (Promo Codes) in 2023 and 2538 PELS members benefited from promo codes.

Plan for the remaining time of 2023 – work towards membership goal of 13K, refine the DL (RDL) YP, WIE, Mentorship, and PELS day programs. Region/sub-region work

Set up a PELS Membership Committee in Region 9

Our Strategy

- Covert our 2025 goal into actions (15K membership)
- Set up more chapters we have chapters in 55 countries but members in 117 countries so we have to expand. Pipeline student/graduate members into high-grade members with Young Engineer Membership Support Program.
- Less than 10% Graduate student members transfer to PELS high-grade members when they go to the industry.

- Propose to change it into Young Industrial Engineer Membership Support Grant. This would be a \$300 grant. This would be folding into an existing plan – and it is compliant with IEEE

Constitution and Bylaws

Katherine Kim

Reminder of Bylaws procedures: Minor change to Bylaws – needs to be presented at two Ad Coms – and the motion to approve all changes will be at the next Ad Com

This Adcom Meeting: Changes are proposed, Open to discussion, Modified based on discussion

At least 30 days prior to next meeting:

All specific changes were sent over email

Next AdCom Meeting: Motion to approve all changes

Proposed: Add Diversity, Equity, & Inclusion (DEI) to Standing Committee List

Motion to Approve the Policy and Procedures document for the PELS Standards Committee

Second: Stephanie Watts Butler

Motion Carried

VP of Industry and Standards

Johan Enslin

Review of the PELS I&S Committee Operational Structure operating as a single portfolio including the Standards Committee, the Industry Committee and the Roadmaps.

Highlights from the Standards Committee – recognizing Michas Steurer who was the P2004 WG Chair and he has passed – a magazine article is forthcoming on his life's work.

WG-P389 IEC first joint passed standard for PELS.

New PAR developments reviewed and the coordination for SCC-21 and a new PAR for 1547 and a 2030 new PAR update.

Active PARS – see slide deck for spreadsheet on the listing of 7 new PARS from PELS.

SCC-21 has 9 new PARS on 1547

PELSC P&P Document was approved, the next step is to submit AdCom approved document to IEEE SA AudCom for their review and approval during the IEEE SA AudCom/SASB meetings the week of 4 December.

The Industry Engagement for Service and Growth – IEEE & PELS Supporting your Career, PELS Providing Growth and Visibility, PELS Enabling Career & Workforce – Stephanie Watts Butler can give more details.

Developing a Slogan – being formed around the concept of Worth – know, show, grow, bestow

Motion from the PELS Industry Committee: keep PRINT Magazine in Essential Membership for all non-student Members - Stephanie Watts Butler (Chair)

Second: Johan Enslin (VP)

Discussion:

- Pat Wheeler – I am understanding we have two levels of membership (an e-membership) I am wondering why we want to erode that. Stephanie – we saw the essential membership as a cheaper membership – Worth recently started to do a print magazine which they wouldn't do if they hadn't done research. There is an opt-out if you want the e-magazine.
- Brad believes this would have a financial implication so the motion is showing a false fact.
- Mike Kelly – it took 18 months to get the two categories – there was an \$87K savings on mailing and print cost – The draw for this was also people concerned about the environmental footprint – the PDF version cost about \$12K a year. If you want the magazine you pay \$10 more to get the print version. Mark thinks it's a good idea perhaps if first time PELS member and you select essential you get 3 years free print magazine.
- Brian – feels there is some confusion – Essentially we don't want to lose visibility and engagement for Industrial members – Brian thinks this is about communication and messaging – they may choose a

cheaper option but are not cognizant of what they are losing. Can we put our efforts into better communication?

- Christina – maybe do an annual print to everyone? When membership renewal comes up so we put it in the hands of members.
- Stephanie – when you look at essential you might see that Green – Bodos does not charge for the magazine – neither does Worth. Believes our source to communicate is the Paper copy of the Magazine. The PDF through explore is only available to institutional members not individual members. This statement needs investigation.
- Brad suggests we bring it to discussion and bring financial implications. Johan will table this motion and bring it back to APEC.
- Please email comments on this the Johan. Johan suggests tabling the motion for now.

Motion tabled to bring PELS magazine to Print for all membership levels.

Motion from Committee: To develop the International Technology Roadmap on High-Power Electronics for Electrical Grids (ITRG)

Second: Xiongfei Wang

Motion carried

VP of Global Relations

Mario Pacas

Mario Thanked PELS support and cooperation through 12 years in this role.

Activities of the last period – in the record; Committee support Educational Activities – Establishment of a committee to support educational activities. The VP for Global Relations should be supported by a subcommittee.

Digital Media Committee – Listing of Activities in the record.

PELS Scholarship and Fellowship program – Scholarship 2 submissions awarded 1 – Fellowship 6 submissions all award.

Changes to description – simplify the eligibility/description – our process was too complicated but we have some IEEE constraints and are working on this.

Education videos – the videos will be integrated into the main PELS Website

Educational Lab- Kits – Committee has been formed – the listing of the committee is in the record. Up to 25 kits will be purchased in 2023 – based on the design by Arjit Banerjee – they will be distributed to chapters and university groups with the support of the VP of Membership if necessary.

PhD Schools

Created a dashboard to track PhD school requests and a steps document was created to help guide the organizers through the process.

Want to expand the program for a minimum of 6 in 2024 and they would receive \$5K with a reasonable budget may be able to get up to \$10K. Would like to have aspects of WIE, Mentoring, etc.

Motion to approve the travel expenses of DLs invited by PhD schools (up to one DL per event, financial implication up to \$20K)

Second: Sudip Mazumder

Motion carried

VP of Technical Operations

Pat Wheeler

Review of the TCs, showed a listing of the typical activities you will find in our Technical Committees – in record. Introduced the Administration Team, Brianna Fornaro and Rasha Saeed – very please with having these resources.

Data showing webinar attendees background (engineer, researcher, professor, etc.) and university or industry based – working towards a webinar a week. Comparing topics against attendee background and in the future try to get a balance moving forward.

Looking at the EDI monitoring – Gender balance

Plans for 2023-2024

- Webinar a week and support for TCs

- MagNet Challenge Proposal
- New PELS TC website with search engine – Use search terms we identified at FEPPCON
- DEI – benchmark current position and embed good practice across Technical Committees – 2022 TC Chairs were all male – 2023 TC Chairs/Sec 6 out of 47
- TC ‘Manual’ – a document or wiki to give a lot of “how to” information for incoming TC Chairs and Committees to create in 2024.

2024 and beyond

- Spread and share good practice between TCs
- Increase number of TCs to 15
- Increase number of TC led Challenges and Competitions
- Increase overall TC budgets and spend by 20% per year

Awards Andreas Lindemann

Update shared on the statuses of submissions on each award

Proposed ideas: PELS Honorary Life Membership to winners of the

– William E. Newell Power Electronics Award

– IEEE Medal in Power Engineering

Motion to approve IEEE PELS Drs. Muhammad Harunur and Fatema Rashid Student Programme

300k of matching funds

Second: Frede Blaabjerg

Motion carried

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

– correct duration of the stay abroad to 6-12 months and add explanatory footnotes with respect to the budget and other financial resources

Second: Mario Pacas

Motion carried

Travel Policy update: currently following a policy from 2012 which is outdated. PELS will follow IEEE travel policy and guidelines.

Motion to approve the new IEEE PELS Travel Reimbursement Policy, replacing the version of 2012

Move: Stephanie Watts Buttler

Second: Sudip Mazumder

Motion carried

Diversity, Equity and Inclusion & WIE Lauren Kegley

Review of PELS core values: PELS’ core values- Inclusiveness – Embracing diversity of members and their careers, globally.

Respecting each other’s needs and values with honesty and transparency.

- Create a strategic path-forward to support IEEE’s D&I Statement:
 - *IEEE’s mission to foster technological innovation and excellence to benefit humanity requires the talents and perspectives of people with different personal, cultural, and disciplinary backgrounds. IEEE is committed to advancing diversity in the technical profession, and to promoting an inclusive and equitable culture in its activities and programs that welcomes, engages and rewards those who contribute to the field without regard to race, religion, gender, disability, age, national origin, sexual orientation, gender identity, or gender expression.*

Motion IEEE PELS makes the current Diversity, Equity, & Inclusion (DEI) Ad hoc committee act as a provisional standing committee until the Bylaws changes can be voted on in the next AdCom meeting. The DEI committee reports to the President and will be composed of at least five members

Move: Christina Dimarino

Second: Pat Wheeler

Motion carried

Motion to approve The IEEE PELS Women in Engineering (WiE) Committee moves from Membership to report into the Diversity, Equity, & Inclusion (DEI) standing committee.

Move: Stephanie Watts Butler

Second: Giovanni Orti

Motion carried

Nominations Report

Liuchen Chang

Officer Elections in 2023

- VPs of Membership, Industry & Standards, Global Relations
- President-Elect
- 6 Members-at-Large

Want at least 2 candidates per ballot

AdCom will receive list of candidates soon

Still need to improve candidates from industry and R9 for MAL

Don Tan – Some large societies have their members vote for officers, support opening officer election to membership

PELS Strategic Planning Committee

Frede Blaabjerg

Two pillars of Strategic Planning:

- FEPPCON – technical – every second year
- LRP – society – every other year

Working Plan 2023-2024 – strategic work for the next 2 years (details on slides)

FEPPCON 2024

- Look at technology, look at applications
- Should be held June, July or August
- 8-10 topics, 3 working days
- Some half day socializing
- Special sessions at EPE 23 (details in slides)
- Initial ideas for 2024

LRP – Boston Aug 17-19, 2023

- Goals met – exception – review of spending in programs (partly done)
- Review of 2021-2025 goals
- Conclusions

Topics to be discussed:

- Comments incl tactical to the updated strategic plan. Remember we start soon process for 2026-2030
- How can we strengthen sustainability into PELS activities? Which projects/initiatives?

Discussions:

Giovanna – industry content #2 – establish the same awards for academia and industry?

Sanjib – Sustainability #4 – already included in TCs

Christina – look at footprint as a whole – sustainability (not just products). How to get closer to net 0

Pradeep – roughly half industry membership. Leadership has little representation from industry.

Brian – in execution it seems we want industry presence. There is disconnect between representation and implementation.

Stephanie – there is no way for PELS to accelerate innovation. In Stephanie's P&P – suggestion on how to make it seem like it is for industry members

Don Tan – can we establish fund/resources so industry can attend. All they need to do is volunteer their time. Wouldn't need to give money. Qualification metrics for awards.

Phil Krein – we are still thinking like a 1,000 member society. Journal is becoming a lot of widgets instead of "where does this make a difference."

Brian – we tried some things that fizzled out, ie partnered with PSMA.

Jian – contribution may be difficult to identify.

Frede – have more industry sessions at all conferences

Brad – now have ad hoc committee for sustainability. If you want to be on committee, email Brad

Empower a Billion Lives Issa Batarseh

575 teams registered (details on slides)

Solution requirements, Impacts of winning teams

Awards 2023

- 1 global grand prize
- 6 track prizes
- 3 student prizes
- 3 honorable mentions

2025 – new naming convention EBL 2025

PELS History Dean Patterson

Dean is the new chair, first meeting held with about a dozen attending. Phil Krein shared with PELS a memory stick of PELS archives. Will need to look through the files. How can we share the History with all? PELS website? Resource center? Xplore? Would love to write a book on Power Electronics history. Think of people from 60s-2000 who should be included/interviewed and send ideas to Dean.

Publicity Helen Cui

Vendor has been selected for new PELS website. Timeline shared, goal of APEC launch. Beta test at end of year or early next year. Key players were interviewed for their Wishlist. Would like to complete wiki pages for notable members.

Discussion:

Don Tan– how much will it cost. Mike - \$90k from initiative spending

Lauren – how should DEI and WIE work with Publicity Committee to make sure they are leveraging our mission and goals

Liuchen – after development who maintains? Helen - One year training period to help with maintenance plus PELS staff help

Women in Engineering Lauren Kegley

Moven WIE into DEI umbrella

Bring ECCE conference WiE events under PELS WIE committee guidance and coordination

Brad – need to coordinate with IAS. Lauren – there is no clear owner outside of PELS involvement.

Financial implications of AdCom Pradeep Shenoy

330k between awards, etc.

Rik deDonker – in past headquarters could take our reserve away. 3% may not be there. Make sure you are aware.

Happened with Deepak... half got taken away

Pradeep – wasn't aware of that

Mike – 2008 it happened. 2-2.5 million taken from PELS around 2016 for the Global Spec purchase. We have been working on projects to use up some funds. Some money taken for NextGen Financials

Brad – as President to VP's and committees – spend your budget

Adjourn

Motion from Brad Lehman to adjourn

Move: Mario Pacas

Motion passes