

Bylaws of the Power Systems and Power Electronic Circuits Technical Committee of the IEEE Circuits and Systems Society

The Power Systems and Power Electronic Circuits Technical Committee (PSPEC-TC) is a Technical Committee of the IEEE Circuits and Systems (CAS) Society. The PSPEC-TC is a subsidiary organization of the CAS Society and is governed by the rules and regulations of the IEEE and by the constitution of the CAS Society, which take precedence over these bylaws in case of conflict.

Purpose

The goal of the Power Systems and Power Electronic Circuits Technical Committee is to foster research, development, education and industrial dissemination of knowledge relating to the analysis and design of power systems and power electronic circuits. The Committee serves as a bridge between the CAS Society and other IEEE societies, including the Power Engineering Society, the Power Electronics Society, the Industrial Electronics Society, and the Control Systems Society.

Membership

Membership of the Committee is open to any member of the CAS Society who expresses interest in the Committee's field and activities. Membership is achieved by submitting a request to the Secretary, who shall maintain a record of active members.

Members of the Committee are considered to be active if they attend the annual Committee meeting, submit papers to CAS Society journals, meetings or technical workshops, or participate in Committee related activities such as reviewing papers for relevant CAS Society publications. Membership will be terminated if a member, a) ceases to be an IEEE CAS Society member, b) asks the Secretary to be removed from the committee roster, or c) ceases active participation for more than 3 years and does not respond to the Secretary's message of imminent membership termination.

Meetings

The annual meeting of the Committee will be held in conjunction with the International Symposium on Circuits and Systems (ISCAS). All business requiring Committee approval will be conducted at the annual meeting, or by email vote arranged by the Chair.

Duties and Election of Officers

The Committee shall have four officers: Chair-Elect, Chair, Past-Chair, and Secretary. The Chair-Elect, Chair, and Past-Chair each serve a one-year term. The Secretary serves a two-year term.

Chair

The Chair presides over Committee meetings, and is responsible for all Committee activities. S/he represents the Committee on the CAS Society Technical Committee. With the assistance of the Secretary, s/he is responsible for timely reporting of the activities of the Committee to the CAS Society Board of Governors. The Chair is responsible for recommending Associate Editors for the CAS Transactions, for making nominations for distinguished lecturers, for endorsing tutorials and special sessions for ISCAS, for nominating PSPEC candidates for awards of the CAS Society, and for recommending chairs for PSPEC tracks at CAS-sponsored conferences (apart from ISCAS). The chair will collect material for *Advances in Circuits and Systems*, and forward it to the CAS Society VP for Technical Activities.

The Chair is not directly elected, but assumes the position immediately after the ISCAS following his/her one-year term as Chair-Elect.

Past-Chair

The Past-Chair will represent the Committee on the Awards Committee of the CAS Society. S/he will also represent the Committee on the ISCAS Technical Program Committee. The Past-Chair shall assist the Chair with Committee business.

The Past-Chair is not directly elected, but assumes the position immediately after the ISCAS following his/her one-year term as Chair.

Chair-Elect

The Chair-Elect shall assist the Chair with Committee business. Responsibilities include long-term planning of Committee activities. S/he will assume the role of Chair if the current Chair resigns before his/her term expires.

The Chair-Elect will be elected by a majority vote of the members of the Committee present at the annual meeting. S/he assumes the Chair-Elect position immediately after the ISCAS of his/her election, and serves a one-year term. The Chair-Elect assumes the position of Chair immediately after the ISCAS following his/her one-year term.

Secretary

The Secretary, who will also act as Treasurer for the Committee, will record the minutes of the annual meeting and maintain the Committee membership list. The Secretary will be the contact point for Committee nominations for CAS Society awards, and for Committee nominations for Best Paper Awards. S/he will be responsible for the Committee website.

The Secretary will be elected by a majority vote of the members of the Committee present at the annual meeting falling just prior to the end of the term of the current Secretary. S/he will serve a two-year term commencing immediately after the ISCAS of his/her election.

Committee Activities

The Committee will organize special sessions, tutorial sessions and/or workshops at CAS Society conferences. Committee members will assist in reviewing papers for ISCAS and CAS Society publications. The Committee will also assist in organizing special issues and sections of CAS Transactions.

The Committee will recommend Associate Editors to the Editorial Board of the CAS Society, and chairs for PSPEC tracks at CAS conferences. The Committee will accept nominations for these positions, and review them in a timely manner.

The Committee is responsible for nominating individuals for the various CAS Society awards, and for nominating deserving PSPEC-related papers for CAS Society best paper awards. The Secretary will solicit names of potential nominees from Committee members. The Officers will decide the names to be forwarded to the CAS Award Committees from those names submitted by members.

Amendments

Future amendments to these bylaws will be by a majority vote of the Committee members present at an annual Committee meeting, or by majority vote of members who respond through an email ballot. Any member of the Committee may introduce prospective amendments. The process is initiated by notifying the Chair, who shall advise Committee members of the amendment. In scheduling the vote, the Chair must allow members at least one month to consider the amendment. An approved amendment will take effect the day following the vote where it was approved.