

MINUTES

THE MEETINGS COMMITTEE OF THE IEEE POWER ELECTRONICS SOCIETY

Date: Saturday, January 13, 1990

Location: Fairmont Hotel, New Orleans, Louisiana

Attending: (in **bold**)

William W. (Trey) Burns, III Fred C. Lee Arthur W. Kelley	Past Committee Chairman (presiding) Committee Chairman Committee Secretary
---	---

<u>Conference</u>	<u>General Chair</u>	<u>Program Chair</u>
PESC '89	Thomas Lipo	William Sayle, II
PESC '90	Mehrdad Ehsani	Martin Schlecht
PESC '91	Martin Schlecht	Deepak Divan
PESC '92	Fernando Aldana	Javier Uceda
PESC '93	Peter Lauritzen	TBD
APEC '89	William Burns, III	Robert White
APEC '90	Robert White	Chuck Harm
APEC '91	Chuck Harm	TBD
APEC '92	TBD	TBD

Pierre Thollot Jerry Hudgins Mahmoud Sayani Balarama Murty Robert Corbett Philip T. Krein Joseph Thottuvelil George Verghese Julie Ellis Harry Owen, Jr.	Power Electronics Society President Power Electronics Society Treasurer APEC Finance Chair Automotive Power Electronics Chapter Liaison Mailing List Management Computers in Power Electronics PESC Operating Guide APEC Operating Guide PELS Newsletter
---	---

Visitors

Philip Hower Thomas Wilson, Jr. Hans B. Püttgen Thomas G. Habetler	Unitrode Corporation AT&T Georgia Institute of Technology Georgia Institute of Technology
---	--

1. Roll Call and Welcome — Chair Trey Burns called the meeting to order at 7:37 a.m. Members and guests attending the meeting introduced themselves.
2. Review and Adoption of Agenda — The Agenda (see attachment #1) was presented, and adopted.

3. Approval of Minutes — The minutes of the June 6, 1989 meeting had been previously distributed. The secretary had previously been notified that “Summary of IEEE Power Electronics Society Mailing Lists and their Uses — July 1989” had been omitted from the minutes of the June 6, 1989 meeting (see attachment 1a). The minutes were approved without other revision.
9. Old Business (item out of sequence at request of chair) — W. Burns — several items presented:
 - A. “Getting Started as Conference Chair” (see attachment #2) is to be sent by Meetings Committee secretary to all new conference chairs.
 - B. “Services Available to PESC Conference Chairs from Courtesy Associates” (see attachment #3) is to be sent by Meetings Committee secretary to all new PESC conference chairs.
 - C. “PELS Meetings Committee, 1989 Final Report” (see attachment #4)
 - D. “PELS Meetings Committee, Goals and Objectives for 1990” (see attachment #5)
 - E. “Power Electronics Society Sponsored Conferences” (see attachment #6)
 - F. “Policy on the Use of SI Units in IEEE Power Electronics Society Publications” (see attachment #7)
 - G. “Guidelines for Using Computer Generated Camera-Ready Copy in IEEE Power Electronics Society Conference Publications” (see attachment #8). The conflict between F. and G. was noted by a conscientious committee member.
4. PESC Status Reports (if requested by chairs)
 - A. 1989 PESC — T. Lipo — 385 attending, books within \$300 of balance, financial reports finished (see attachment #9).
 - B. 1990 PESC — M. Ehsani — not present at this time, report presented subsequently.

Discussion of over-length paper charges for PESC was initiated by M. Schlecht. After some discussion, D. Divan moved and the committee passed the following policy:

First eight (8) pages of a paper are published free of charge.

Pages nine (9) and (10) are subject to a charge of \$100 each.

Pages eleven (11), twelve (12), and subsequent pages are subject to a charge of \$200 each.

- J. Hudgins presented the budget for PESC '90. Assumes \$250 advanced registration and attendance of 350. The budget was approved by the committee.
- C. 1991 PESC — M. Schlecht — Suggested that IEDM Power Devices Workshop be moved to PESC. P. Hower reported that an informal poll at IEDM indicated a desire to keep the workshop at IEDM. M. Schlecht to work with P. Hower to increase involvement of power devices researchers at PESC.
 - D. 1992 PESC — F. Aldana — presented comprehensive report (see attachment #10)
 - E. 1993 PESC — P. Lauritzen (not present) — no report.
 - F. Future PESC's in Europe — deferred for later discussion
 - G. Sites for 1994 and beyond — deferred for later discussion
 - H. Status of the PESC operating guide — G. Verghese — Finance section has been provided by D. Divan, publicity section provided by J. Skyles, P. Krein's suggestions on use of mailing list added. All sections of guide are now represented. Letter to new conference chairs (attachment #2) will be added.
 - I. Extra agenda item – Policy on recognition of conference chairs and committees. After some discussion, the following motion was made, seconded, and approved:

PESC and APEC General and Program Chairs will henceforth be recognized for their efforts by a framed certificate and letter of commendation from the Meetings Committee Chair. "Standard" framed certificates are available from the IEEE headquarters for \$100 each, and the cost is to be borne by the PELS.

5. APEC Status Reports (if requested by chairs)

- A. 1989 APEC — W. Burns — 360 attending, \$29,000 surplus, projections of expenses and income accurate, books balanced, report submitted (see attachment #11).
- B. 1990 APEC — R. White — Advance program available, 130 papers, 16 sessions, 3 parallel. Second call for papers added unexpected minor expense, otherwise spending "on track."
- C. 1991 APEC — C. Harm (not present) — W. Burns remarks that conference is to be in Dallas and IAS person to be program chair.
- D. Chairs for 1992 and beyond — W. Burns — Remarks that APEC '91 program chair would ideally be APEC '92 general chair.

- E. Future APEC sites — W. Burns — Wyndham Franklin Plaza Hotel, Philadelphia, signed as APEC site for '94 and '98. Contracts signed up to 2000 (see attachment #6), all contracts can be canceled with two (2) year notice.
 - F. Trade Associates contract — W. Burns — Onerous contract requires sixteen (16) month cancellation notice, annual basis more desirable. Will pass to F. Lee as item requiring action.
 - G. Role of Courtesy Associates in Future APEC's — W. Burns — C.A. failed to make one major mailing in past, point made with C.A. and not expected to happen again.
 - H. Plans for the APEC operating guide — R. White — J. Ellis and R. White to complete draft by 1/91 and final by 6/91.
 - I. Negative editorial concerning APEC in IAS newsletter — P. Krein — Brought this editorial to attention of meetings committee and suggested that it would be appropriate to respond. Did not have a copy of editorial with him but promised to send one to appropriate Committee members for action at next meeting (see attachment #12).
6. Future Workshops on Automotive Power Electronics — B. Murty — First workshop was very successful. As a result, submitted several proposals (see attachment #13). Proposed to cosponsor second workshop October 1990 with Industrial Electronics Society and Vehicular Technology Society as part of larger meeting. Moved, seconded, and passed with \$5,000 allocated for PELS share of cosponsorship. Further proposed for PELS to independently sponsor workshop in 1991. Moved, seconded, and passed with no funds allocated at this time. Was suggested that joint sponsorship be sought with SAE for 1991 workshop. Also proposed a PELS Technical Committee on automotive power electronics. This item was deferred to the Administrative Committee Meeting.
7. Future Workshops on Computers in Power Electronics — G. Verghese — Joseph Thottuvelil is to replace G. Verghese in future. Proceedings of first workshop are with the publisher. 350 copies being printed with 150 to be sent to IEEE. Will investigate with R. White sale of Proceedings at APEC '90.

Next workshop is scheduled for August 6-7 1990 at Bucknell University, Lewisburg, Pennsylvania (see attachment #14). J. Hudgins has received budget from workshop organizer T. Sloane. Suggests that budgeted 50% surplus and \$225 registration fee are too high. J. Hudgins to work with T. Sloane to revise budget.

Further workshop tentatively scheduled for 1991 in Florence, Italy.

8. PC Programs for Managing Conference Activities — W. Burns — Received enquiry from IEEE TAB concerning proposed software. Responded in support of proposed software (see attachment #15).

4. B. (delayed from earlier in agenda) Status Report PESC '90 — M. Ehsani — 125 out of 225 papers accepted (55% rate). Highlights:

Monday	Tutorials
Tuesday	Plenary Session, Rap Sessions
Wednesday	Fiesta
Thursday	Awards Banquet
Friday	Plenary Session

Conference facilities will allow a 450 person upper bound on attendance. Tutorial subjects are not yet settled. Conference meetings will be in convention center across from hotel.

10. New Business

- A. Cosponsorship/cooperation for INTELEC '91 — W. Burns — Had received from K. Harada a request for PELS to become involved with INTELEC '91. From wording of request it was not clear whether cosponsorship or cooperation is desired by K. Harada. Motion made, seconded and passed to participate in INTELEC '91 at any desired level. W. Burns to determine from K. Harada the desired level of participation (see attachment #16).

4. (deferred from previously) PESC Status Reports

F. Future PESC's in Europe

Proposal from P. Maranesi to hold PESC '94 in Italy — W. Burns — P. Thollot and F. Aldana have been in discussions with representatives of IEE, European Space Power Conference (ESPC), and the European Power Electronics (EPE) Conference. The desire is to avoid having a scheduling conflict between PESC and any of these organizations. It was deemed advisable to hold PESC in Europe on even-numbered years only, and spaced at intervals of no less than four (4) years. Using these criteria, with PESC '92 in Madrid, the earliest date for PESC to be held in Italy is 1996. W. Burns to write P. Maranesi and suggest having PESC '96 in Italy (see attachment #17).

G. Sites for 1994 and beyond — deferred to next meeting.

11. Next Meeting — in Conjunction with PESC '90, San Antonio, Texas. Evening of Thursday, June 14. Specific time and location to be announced at conference.

12. Meeting Adjourned — 10:30 a.m.