

IEEE PELS

Meetings committee minutes -APEC'98
Feb. 15, 1998 - ANAHEIM, CA (USA)

8:05 AM: Call to order: Kevin Fellhoelter

1. Welcome and Attendee Introductions

After a brief welcome, followed by attendee introductions, the meeting commenced. An attendance list was passed and is attached to the minutes.

2. Review and Adoption of Agenda, Including Action Items

General Discussion: None.

3. Approval of Minutes from Oct. 5, 1997 Meeting

Minutes of the previous meeting held on Oct. 5, 1997, at the IAS meeting in New Orleans, LA were approved conditionally after some discussion. Conditions were that under Item 9, a change must be made. Originally, item 9 of the Oct. 5, 1997 minutes was as follows:

“9. Conference Cooperation Requests - K. Fellhoelter

Daan Van Wyk presented two requests. First was the Future of Power Electronics Processing and Conversion. The third workshop will be held July 11-14, 1998 in South Africa. This workshop is asking to be jointly sponsored by PELS and IAS, with no financial involvement. A motion was made to accept this request for PELS sponsorship, and it passed unanimously. ...”

The wording should be changed to reflect PELS technical co-sponsorship, instead of simply PELS sponsorship as is currently worded. Pending this change, the minutes were approved.

4. APEC Status Reports

a) 1997 APEC - Tom Wilson, Jr.

544 people attended APEC'97, with 401 attending the seminar. There were 15 seminars in comparison to 12 offered in the previous year. There were 94 booths and financial expenses incurred were \$536k, with \$463k in expenditures resulting in a surplus of \$72k. The financial audit was completed and bank account closed on Jan. 2, 1998. Full details are included in the attachments from Tom Wilson (Final Report) and Mark Nelms (financial statements). It was noted that social functions were over budget in part due to the high attendance.

b) 1998 APEC - D. Torrey

Anaheim, CA (USA)

David Torrey gave the following report. There are 179 papers in 25 (5 parallel) sessions included in the conference proceedings. By first author, 40% of the papers were industrial. The review pool for these papers was 75% industry, and 65% of U.S.



submissions were from industry. There will also be 15 seminars and 112 booths (sold out). Bob White commented that motor drives were the largest technical area, as opposed to DC-DC converters. To date attendance figures were 257 for the seminars, 396 for the sessions, with a total attendance of 495. A copy of David's viewgraphs are included in the attachment.

c) 1999 APEC - D. Tan

Here it was reported that the APEC'99 would meet March 14-18, 1999, in the Hyatt-Regency, Dallas, TX. Proposed attendance figures are 500/350 for technical sessions and seminars, respectively. Proposed budget for those attendance figures are \$480k, with \$408k in expenses and \$72k in surplus. A copy of F. Dong Tan's viewgraphs, including conference committee and conference timeline is also included in the attachments. It was debated email versus regular mail mailing lists, and the general discussion included comments reflecting that it was very difficult and expensive to keep an up to date email mailing lists since those addresses change often. A web site will be much more heavily relied upon in the future for registration. There is no link from the IEEE web site currently because changes can be made much more quickly if not maintained by IEEE.

d) 2000 APEC - R. White

Conference will be held at the Fairmont Hotel in New Orleans, LA (USA). The registration will be on the web site, and the hotel contract has been signed.

e) 2001 APEC Tom Wilson, Jr.

Will be at Disneyland (more likely) or San Diego (Sheraton on Harbor Island). The Disneyland site is leading candidate currently because of cost and nearby attractions. The conference chairman will be Mark Nelms. Rene Spee suggested that \$2000.00 be budgeted for future APEC site surveys but David Torrey replied that IEEE expressly forbid this practice. Tom Wilson, Jr. suggested that the discussion be tabled for the steering committee. It was also mentioned that it was very important to have an outside conference organizer who had clout to step in and resolve issues with major hotels.

5. PESC Status Reports

a) 1997 PESC - David Torrey presented in place of Philip Krein

ST. LOUIS (USA) - June 23-27, 1997

430 digests submitted and 229 were accepted.

There were a high number of students registered which is good for the long-term goals of the Society, but not good for the finances of the conference. The finances have been in audit since November of 1997. The proceedings were over budget from CD-ROM (\$9k) and unbudgeted student competition (\$10k expense with \$5k contributed). A budget surplus of \$800 to \$1100 is expected. A professional audit takes 2 to 3 months, so it is expected that the audit will be complete and the books will close very soon. It was commented that IEEE wants to close out conferences in 6 months, and Jerry Hudgins stated that this was because the IRS was pressuring IEEE to close conferences within 18 months. Thus, while 6 months may be a little aggressive, it is probably okay if the conferences are closed in under 12 months. David Torrey also commented that tracking headcounts during the conference was extremely important to the budget, that



heavy student participation can be an unexpected financial burden, and that the student competition was expensive for the relatively small number of students.

Detailed financial information, tracking of hotel attendance on a daily basis, program committee, and other pertinent information is attached for PESC'97.

b) 1998 PESC - Hirofumi Akagi on behalf of T. Ninomiya

There have been 338 papers submitted by academia, 85 papers submitted by industry, and 97 papers with joint authorship. The conference is organized into 43 total sessions and will be running 6 parallel sessions. The registration fee for the conference is 50,000 yen, which is currently approximately \$425.00 in U.S. currency. A request for a change in the copyright statement was made to include translation republication rights. IEEE has indicated that they would approve such a change contingent upon PELS approval. It was mentioned by members of the committee that this had been done before in 1988 and Tom Jahns made a motion that the meeting committee go on record as supporting the addendum to the copyright. After a second with no discussion, the motion carried unanimously via a verbal vote.

It was also presented that 10,000 copies of the advance program would be distributed, with 5,500 of those copies going to PELS members. Advance programs were also distributed at the meetings committee meeting and an advance program is attached.

c) 1999 PESC - Jerry Hudgins

Jerry Hudgins distributed a call for papers for the 1999 PESC, to be held from June 27 to July 1, 1999 in Charleston, South Carolina, at the Charleston Place Orient-Express Hotel, formerly The Omni Hotel at Charleston Plaza. A program committee meeting is scheduled for December 1998. There will be a July 1 luncheon for award presentations. Negotiations are underway to get a web site administrator for the conference. The Call for Papers is attached.

d) 2000 PESC - G. Hurley

No report filed.

e) 2001 PESC - W. Dunford

No report filed.

f) 2002 PESC - D. Patterson

It was reported that the convention center was booked and that negotiations with the hotel were ongoing.

g) 2003 PESC - K. Fellhoelter

Kevin mentioned that he had asked two individuals (Art Kelley and Jaime Arau) to look into possible sites for PESC 2003. Art Kelley looked at colonial Williamsburgh, VA. There were two hotels, one which was in the colonial area of Williamsburgh, but which was just barely big enough to hold the conference. The other hotel was a Marriott which



had a more remote location. That hotel had nice meeting facilities, but only 295 rooms. That hotel wanted to be paid for meals before giving the conference the meeting facility which was pretty expensive, according to Art. It also had the disadvantage of being far away from restaurants and historic sites. Tom Wilson, Sr. commented that the site should be within walking distance of such areas, and that the Williamsburg lodge would be better if PESC did not grow too big for it.

Jaime Arau looked into Acapulco or Mexico City. Rene Spee brought up the possibility of CanCuun, but it was unknown if this would be too expensive. There were also issues of date conflicts and the fact that the conference dates (late June) are at the height of the tourist season which increases room rates. However, the dates do allow for conference attendees to bring their families to a vacation spot.

Kevin Fellhoelter then stated that this issues associated with the 2003 PESC location and dates need to be fully decided at the PESC'98 with the PESC steering committee. A motion was made for this action item to be handled by the PESC steering committee, and it was approved unanimously with no further discussion.

6. PESC Steering Committee - Tom Habetler

Tom Habetler was unable to attend, but the next meeting will be held at PESC'98 in Japan where the 2003 PESC and other issues will be discussed and decided.

7. INTELEC Status Reports

8. TELESCon report - C. Riddleberger

A variety of reports were submitted from the oversight committee. INTELEC 1997 in Melbourne was reportedly a successful conference, both financially and otherwise. Chris Riddleburger filed a report on TELESCon which was held in Budapest. There were 235 attendees, and a budget surplus of \$14,500.00.

It was also reported that INTELEC 1998 needed an additional \$10,000.00 advance for web site expenses and hotel deposits. A motion for adcom to add this as a line item was made and approved unanimously.

9. Workshop Status Reports

a) Automotive in Power Electronics - R. Frank

It was reported that United Technologies will host a workshop which will be close proximity to the Convergence automotive conference. Rene Spee brought up the fact that no budget had been approved yet, although both he and Dick Bass had reviewed it. A motion was made to approve the budget based upon Rene Spee's approval of the said budget. The motion passed unanimously.

b) Computers in Power Electronics - Steven B. Leeb No report filed.

c) Integrated Power Packaging - D. Hopkins

Doug reported that this workshop was supported by PELS, PSMA and CHMT societies, and that they were expecting 150 people. The workshop will be held from Sept. 18-20,



1998. Their goal is to do this for two years, and then move into a conference with IMAPS support.

9. Conference Cooperation Requests - K. Fellhoelter

Jerry Hudgins first mentioned that 2001 was the 100 year anniversary of power electronics, and that a conference in that year may add something special to honor the occasion.

a) SDEMPED'99 - T. Habetler

A motion was made for technical co-sponsorship, and was passed unanimously.

b) NORPIE'98 - S. Ovaska

A request for technical co-sponsorship from Professor Seppo J. Ovaska was received, with the financial support coming from sinx industrial companies. A motion for such support was made and approved unanimously. The letter from Professor Ovaska, and a call for papers is attached.

c) IEMDC'99- J. Oliver, J. Hudgins

A letter from Jim Oliver, chairman of the steering committee for the IEEE International Machines and Drives Conference (IEMDC) requested co-sponsorship at any level from the PELS. Jerry Hudgins mentioned that it will be held every other year and that IAS would get involved. Jerry suggested that full sponsorship would be appropriate for the PELS to have some input into the conference to ensure that it would not interfere with other existing conferences. Rene Spee objected on the grounds that it would hurt PESC attendance, and a full-scale debate ensued. Finally, a motion was made for full sponsorship with an appointed liason (Bill Dunford) to this conference. The motion passed verbally although there were at least two votes against the motion.

10. Other Business

None.

11. Arrangements for Next Meeting and Adjournment

The PESC steering committee will meet in place of the meetings committee at PESC'98. The meeting adjourned at 10:54am.

J.B. Casady

ATTACHMENTS:

- (1) ATTENDANCE LIST
- (2) APEC'97 FINAL REPORT
- (3) APEC'98 INFORMATION



- (4) APEC'99 INFORMATION
- (5) PECS'98 ADVANCE PROGRAM
- (6) INTELEC'98 CALL FOR PAPERS
- 7) NORPIE/98 CALL FOR PAPERS
- 8) 1999 IEMDC CO-OPERATION REQUEST LETTER
- 9) LETTERS OF REQUEST FOR NORPIE TECHNICAL CO-SPONSORSHIP FROM
PROF. OVASKA AND BOB MYERS
- 10) INT'L. TELECOMMUNICATIONS ENERGY CONF. FINANCIAL REPORT
- 11) PESC STEERING COMMITTEE REPORT
- 12) PESC'99 CALL FOR PAPERS
- 13) PESC'97 REPORT
- 14) INTELEC'96 FINAL REPORT