



# Power & Energy Society

## Bylaws

- 1.0 MEMBERSHIP in the IEEE Power & Energy Society, hereinafter called the Society or PES, shall be open to all Members of IEEE, including Students and Graduate Students, who pay the annual fee as prescribed by the Society.
  - 1.1 All Members of the Society in good standing shall have equal rights and privileges except that Student Members shall not have the right of presenting petitions or of voting in Society affairs. Graduate Student Members shall have the rights and privileges of Members which includes the right to vote. Associates, Affiliates, and Student Members may not hold office in the Society; and certain offices are restricted to Senior Members or Fellows of IEEE by provisions in the Constitution or Bylaws of the Society or of IEEE.
  - 1.2 Members shall receive without additional fee the Society's periodical publication.
  - 1.3 Members shall receive prior notice of all General Meetings and Special Technical Conferences intended for the general membership and sponsored by or under the auspices of the Society, except for business meetings of administrative units or meetings of Society committees or entities thereof.
  - 1.4 Members shall be notified of major policy changes at least 30 days before they are acted upon by the responsible legislative body.
  - 1.5 Members may nominate Officers or initiate consideration of constitutional amendments by petition as prescribed in the Constitution and in these Bylaws.
  - 1.6 Members may attend and participate in all Chapter and Society technical meetings, conferences, symposia, and Chapter business meetings, provided the prescribed registration charges, if any, have been paid. Attendance at business meetings of constituent administrative units of the Society, other than Chapters, held solely for administrative purposes, may be restricted to Members of that unit.
  - 1.7 Annual IEEE dues and Society fees become due each January 1. To maintain membership in the Society and exercise its privileges, the Member must maintain membership in IEEE and remit all IEEE dues and Society fees in accordance with the provisions of the IEEE Bylaws.
  - 1.8 Individuals who are not Members of IEEE, but who have attained a status in their chosen field of specialization comparable to that for IEEE membership, may be admitted by the Society as Affiliates.
    - 1.8.1 The qualification criteria for Affiliates, the limits in rights and privileges, and administrative rules and procedures are as shall be established by the IEEE and as further established in these Bylaws.
    - 1.8.2 Affiliates have the rights and privileges of Society members except the right to serve in an elected capacity. They may serve in appointed capacities within the Society, and may vote in PES elections.
- 2.0 CHAPTERS may be organized as provided in the IEEE regulations and the Society Constitution. The promotion, fostering, and guidance of such Chapters shall be the function of the Vice President–Chapters via the Region Representatives but the primary responsibility for their organization, control and support shall be with the Section of which they are a part.
  - 3.0 THE IEEE PES GOVERNING BOARD (Board) shall be comprised as set forth in the Society Constitution and these Bylaws.
    - 3.1 The duties of the Board shall be:
      - 3.1.1 Amend the Bylaws with due notice to all Society Members, as prescribed in the Constitution, on recommendation of its Constitution and Bylaws Committee.
      - 3.1.2 Nominate candidates for Society Officers for election by the membership, on recommendation of its Nominations and Appointments Committee.
      - 3.1.3 Approve all appointments to the Board.
      - 3.1.4 Fill vacancies in the Society offices and its own Membership occurring during the administrative year.
      - 3.1.5 Approve the annual Society budget as recommended by the Treasurer and Finance Committee, and forward it to the IEEE Technical Activities Board Finance Committee.
      - 3.1.6 Manage and direct the affairs of the Society under the Society Constitution and Bylaws.
      - 3.1.7 Delegate to its Officers and Vice Presidents, such authority as may be necessary to carry out the objectives of the Society within the rules and regulations of the IEEE.

### 3.2 Action of the Board and committees thereof.

- 3.2.1 The vote of a majority of the votes of the members present and entitled to vote, at the time of vote, provided a quorum is present, shall be the act of the Governing Board or any committee thereof.
- 3.2.2 The Board or any committee thereof may meet and act upon the vote of its members by any means of telecommunication. The normal voting requirements shall apply when action is taken by means of telecommunications equipment allowing all persons participating in the meeting to hear each other at the same time.
- 3.2.3 The Board or any committee thereof may take action without a meeting if applicable (e.g., email voting). An affirmative vote of a majority of all the voting members of the Board or any committee thereof shall be required to approve the action. The results of the vote shall be confirmed promptly in writing or by electronic transmission. The writings and/or electronic transmissions shall be filed with the minutes of the proceedings of the Governing Board or any committee thereof. "Electronic transmission" means any form of electronic communication, such as e-mail, not directly involving the physical transmission of paper, that creates a record that may be retained, retrieved and reviewed by a recipient thereof, and that may be directly reproduced in paper form by such a recipient.
- 3.2.4 Voting. Individuals holding more than one position on the Board or any committee, thereof, shall be limited to one vote on each matter being considered by the Board or committee.
- 3.2.5 Proxy voting is not allowed.

### 4.0 THE PARLIAMENTARY RULES for conducting business by the Board, Standing and Operating Committees, and other Society entities shall be as follows:

- 4.1 A majority of the voting members of the Board or any committee thereof shall constitute a quorum.
- 4.2 In transacting general business a motion is passed if a majority of the votes cast is affirmative.
- 4.3 Requirements for the election or appointment of Officers, Standing and Operating Committee Chairs, and Members are prescribed elsewhere in these Bylaws.
- 4.4 The latest revision of Robert's Rules of Order, shall apply in the absence of specific provisions in these Bylaws.
- 4.5 The President (Chair of the Board) may vote in secret ballots and when the chair's vote will change the outcome.

### 5.0 The organizational structure under each of the seven Vice Presidents shall consist of several related Operating Committees with their constituent Subcommittees as well as other necessary personnel such as Editors, Region Representatives, etc.

#### 5.1 The seven Vice Presidents, whose responsibilities are detailed in Section 16.0 shall be as follows:

- 5.1.1 Vice President–Technical Activities
- 5.1.2 Vice President–Education
- 5.1.3 Vice President–Meetings
- 5.1.4 Vice President–Publications
- 5.1.5 Vice President–Chapters
- 5.1.6 Vice President – Membership and Image
- 5.1.7 Vice President – New Initiatives/ Outreach

#### 5.2 The function of the organizations under the Vice Presidents shall be to establish policy and coordinate the work of its constituent Operating Committees through an organization, determined by the Vice President who meets the responsibilities specified in Section 16.0.

#### 5.3 Coordination among the Vice Presidents listed under Section 16.0 shall be through the Board.

#### 5.4 Subject to compliance with all applicable IEEE Bylaws and Policies, the Society may create an Executive Office supported by IEEE staff. The Society's Executive Office functions to coordinate and carry-out the day-to-day operations, policies and procedures concerning all aspects of the Society's business. The Office also maintains corporate memory and provides ongoing and ad hoc management reports/documents. In addition, the Society's Executive Office serves as one of the Society's primary points of contact for both members and IEEE staff.

Subject to compliance with all applicable IEEE Bylaws and Policies, the Society may determine the budget for the Executive Office. The staff is hired by the IEEE and all conditions of employment will be based upon IEEE Bylaws, staff policies and practices and all applicable laws and regulations. Office organization, job descriptions, IEEE staff policies and employment practices are available from the IEEE Human Resources Department.

The Society Executive Director is the most senior position on the IEEE staff that supports the Society, and as such, he/she manages and develops, personally and through subordinate management staff, the paid IEEE staff members that support the Society's operations and activities. The Society Executive Director supports the Society President, officers and volunteer leadership to achieve the Society goals. The Society Executive Director reports through the Managing Director, Technical Activities, to the IEEE Executive Director.

- 6.0 STANDING COMMITTEES shall report to the Board through the Society Officers and are comprised of:
- 6.1 Fellows Committee—reports to the President. It shall consist of a Chair appointed by the President and a minimum of eight additional members. The committee members shall be chosen to ensure that they represent the technical diversity of the Society as well as consideration to the balance of academic and industry expertise of the Society and that they are preferably IEEE Fellow grade members. This Committee shall function in accordance with the IEEE Fellow Committee guidelines and shall evaluate and rank Fellow candidates of the Society.
- 6.2 Nominations and Appointments Committee—reports to the President-Elect. It consists of the Immediate Past President, who serves as Chair, and a minimum of four other Members. All shall be Fellows or Senior Members and not more than two shall be Members of the current Board. It shall study the requirements of offices to be filled and the qualifications of available personnel and present suitable candidates for election by the Society membership or the Board as required by the Society Constitution and Bylaws.
- 6.3 Long Range Planning Committee—reports to the President-Elect. It consists of the Members-at-Large and those appointed by the President-Elect which should consider gender, stakeholder, years-in-service and geographic diversity.
- 6.4 Constitution and Bylaws Committee—reports to the Secretary. It consists of a Chair appointed by the President, and a minimum of two Board Members, appointed by the Constitution and Bylaws Committee Chair. It shall investigate all matters related to the recorded laws and regulations of the Society. It shall be responsible for editing and coordinating the Constitution and Bylaws, and calling to the attention of the Board any inconsistency between current practice and recorded legal requirements. It shall examine proposals for the amendment of the Society governing documents and recommend final drafts of amendments for adoption by the Board or the Society membership as required by the Society Constitution.
- 6.5 History Committee—reports to the Secretary. It Consists of a Chair, appointed by the President, and a minimum of one additional Member, appointed by the History Committee Chair. It shall participate, and in some cases take the lead at the discretion of the Board, in the recognition of milestones and anniversaries of important historical achievements and events within the scope of the Society. It shall provide historical information on request.
- 6.6 Finance Committee—reports to the Treasurer. The Treasurer is Chair and there is a minimum of four other Board Members, including the Vice President–Meetings and the Vice President–Publications. The other two Members shall be appointed by the Finance Committee Chair. The Executive Director of the Society shall also be an ex officio, non-voting Member of the Finance Committee. It shall maintain a continuing audit of the financial position of the Society, assist the Treasurer in preparing the annual budget, and advise the Board relative to financial affairs.
- 7.0 THE EXECUTIVE COMMITTEE (ExCom) of the Board shall be composed of the President, President-Elect, Secretary, Treasurer, Vice President–Technical Activities, Vice President–Publications, Vice President–Meetings, Vice President–Chapters, Vice President–Education, Vice President–Membership and Image, Vice President–New Initiatives/Outreach, Immediate Past President, Division VII Director and Director-Elect. The President shall be the Chair, the President-Elect shall be the Vice Chair, and the Secretary shall be the Secretary thereof. The terms of office of Members of the ExCom shall coincide with the administrative year of the Society. The Executive Director of the Society shall be an ex officio, non-voting Member of the ExCom.
- 7.1 The ExCom shall make such rules and regulations as from time to time it may deem proper for its own governance and for the duly authorized transaction of business of the Society. At all times between Board meetings, the ExCom shall have all the powers and duties of the Board, except that it shall not have the power of amending the Bylaws, subject to the following limitations:
- 7.1.1 The Board may, by a majority of the votes cast at any meeting, overrule any act or decision of the ExCom.
- 7.1.2 The Board may direct any plan or action of the ExCom.
- 7.2 The ExCom shall meet at the call of the President or upon the request of any three Members of the ExCom or any five Members of the Board to conduct business by telephone communication and balloting.
- 7.2.1 The quorum, necessary to transact the general business of the Society, shall be a majority of the voting members of the ExCom members participating.
- 7.2.2 The ExCom shall meet at least two times per year, in addition to the Board meetings, and as often as otherwise required to properly conduct the duly authorized business of the Society.
- 7.2.3 Board Members are welcome to attend and participate in ExCom meetings, but not vote. The Society does not compensate these Board members attending ExCom meeting unless attending based on a specific invitation by the Society President.

8.0 THE OFFICERS of the Society shall serve terms and perform duties as specified below:

8.1 The President shall serve a term of two years during which he or she shall be an ex officio Member of all Standing and Operating Committees and President of the Board. Under the authority of the Constitution and Bylaws, the President shall be the Chief Executive Officer of the Society. Under the direction of the Board, the President shall be responsible for the administration of the affairs of the Society during his or her term of office. The President shall continue as a Member of the Board thereafter as long as he or she is Immediate Past President. The President shall serve as the Society Representative on the IEEE Technical Activities Board.

8.2 To be eligible for nomination to the office of President-Elect, the nominee shall have served as a Member of the Board in some capacity for at least two years. The President-Elect shall serve a term of two years during which he or she shall be Vice President of the Board. The President-Elect shall assume the duties of the President in the event of the President's absence or incapacity. The President-Elect shall oversee Liaison activities. Other duties may also be assigned by the Board or the President.

8.3 The Secretary shall serve a term of two years during which he or she shall be Secretary of the Board. The Secretary shall be responsible for keeping records and minutes, maintaining a complete file of the minutes of the Board meetings, conducting voting by the Board in meetings or by ballot using mail, facsimile, or other electronic media, publishing notices to Members of proposed Constitutional or Bylaw Amendments as required by the Constitution, providing a cover letter for PES general membership elections and Constitutional Amendments votes, and informing Members of any Amendments or policy or procedural changes enacted by the Board. The Society Secretary shall be eligible for reelection for a second term only.

8.4 The Treasurer shall serve a term of two years during which he or she shall be Treasurer of the Board. The Treasurer shall be responsible for keeping minutes of all FinCom meetings. The Treasurer shall be responsible, under direction of the Board and with advice of the Finance Committee, for the collection and disbursement of Society funds. With the assistance of the Finance Committee and with inputs from the Board Members, the Treasurer shall prepare the annual Society budget. The Treasurer shall report the financial condition of the Society to the Board at least annually. The Treasurer shall be eligible for reelection for a second term only.

8.5 In addition to the above Officers of the Society, the Division VII Director shall serve a term of two years.

8.6 The Division VII Director-Elect shall be elected in the even-numbered years and serve a one year term.

## 9.0 FINANCES

9.1 The Society fiscal year shall begin January 1.

9.2 The IEEE Comptroller shall act as bursar for the funds of the Society, collecting fees, keeping records of income and expense, and serving as depository for Society funds except as provided hereinafter.

9.3 Payments of Society expenses authorized by the budget shall be made on order of the Society Treasurer, the PES Executive Director or designee.

9.4 Duly appointed and authorized general committees for Society meetings may arrange for the deposit and disbursement of funds required for the conduct of a meeting, conference, symposium, or convention in accordance with a budget approved by the Vice President—Meetings in accordance with policies established by the Board, and also approved by the proper IEEE authority. Funds shall be handled and insurance and bonding obtained in accordance with IEEE regulations.

9.5 The annual fees for membership in the Society and the annual fees for subscriptions to publications and for other services offered Members or non-Members by the Society shall be established by the Board with approval by the proper IEEE approval authority where required. Such fees shall conform to IEEE regulations for Student, Graduate Student, Life, Retired, Associate, Affiliate, Unemployed or other special classes of membership.

9.6 The annual Society budget shall be prepared by the Treasurer with the assistance of the Finance Committee and submitted for approval to the Board. When so approved, the budget shall be forwarded by the Board to the IEEE Technical Activities Board for proper IEEE approval in accordance with IEEE requirements.

## 10.0 TECHNICAL ACTIVITIES

10.1 The Chairpersons of the PES Technical Committees and the Chairpersons of other committees reporting to them form the Technical Council. The Technical Council shall meet at least once per year. The Technical Committees shall support the Society goals and scope. Engineering standards, guides, and recommended practices for the Society field of interest are developed

10.2 The Technical Council and the Technical Committees shall utilize the technical materials and coordinate with other areas in the Society to share information through

education venues, publications and through technical programs for meetings.

10.3 Technical activities shall be coordinated across Technical Committees and with other Societies and professional organizations.

10.4 Technical committee reports highlighting new standards, guides and recommended practices developments will be submitted at least one time per year or as requested by the Vice President of Technical Activities. Emerging technologies will be identified followed by prompt technical coordination efforts as needed.

10.5 Each Technical Committee will have an up-to-date web site that is accessible and contains relevant information.

#### 11.0. MEETINGS

11.1 The Society shall hold at least one General Meeting per year. Meetings will be held in accordance with the IEEE Bylaws and as specified in the Society Constitution.

11.2 Student activities, professional awareness, career fairs and special events are encouraged to be held coinciding with Society meetings where practicable.

11.3 Meetings will be solely sponsored or co-sponsored, or technically sponsored or co-sponsored, as specified in the IEEE Bylaws. The Vice President-Meetings or designee will manage meeting sponsorships and corresponding Memorandums of Understanding.

11.4 For PES sponsored meetings, meeting organizers will establish dates and locations as far in advance as possible, striving for geographic diversity. Coordination across the Society is necessary where VP-Technical Activities will lead the technical program, VP-Education will lead tutorials and workshops and VP-Publications are responsible for the proceedings.

11.5 Meeting approvals, notifications and endorsements will be handled in accordance with the IEEE Bylaws.

11.6 Conference Chairs will be selected by the Vice President-Meetings and will complete and submit a budget to the Financial Committee per IEEE Bylaws. Conference advances may be provided if the Society is a sponsor or co-sponsor.

11.7 Financial support of industry for Society meetings shall be encouraged.

#### 12.0 EDUCATION

12.1 The Society will deliver education that meets the professional needs of its members, consisting of an

array of content and delivery mechanisms. Continuing Education Units (CEUs) will be offered when possible.

12.2 The Education Advisory Group appointed by the VP-Education identifies educational needs of the power and energy industry, performs surveys to determine technical tutorial, workshop and webinar needs, and provides recommendations to the Society for meeting industry demands.

13.0 PUBLICATIONS: The Society shall publish at least one regular periodical publication.

13.1 The regular periodical publication, Power & Energy Magazine, shall contain Society news, meeting announcements, articles, and news of interest to Society members as determined by the Board, the Publications Department and the Editorial Board of the magazine. The frequency of publication shall be established by the Board.

13.2 The regular periodical publication shall be sent to all Society Members in consideration of a part of their payment of the annual Society membership fee. It shall be available to other Members of IEEE and non-Members at subscription fees to be determined by the Board in accordance with these Bylaws and IEEE regulations.

13.3 In addition to the regular periodical publication, each Transaction shall be available to Society Members upon payment by the Member of an annual Society Member subscription fee. Member and non-Member subscription fees for the Transactions shall be determined by the Board in accordance with these Bylaws and IEEE regulations. The frequency of the publication of the Transactions shall be established by the Board.

13.4 Each Transaction shall contain the complete technical papers peer-reviewed and accepted by its Editor-in-Chief and Editorial Board in accordance with the procedures determined by the Society. Discussions of papers and the authors' closures as well as Power Engineering Letters will also be contained within the appropriate transactions.

13.5 The Society shall be responsible for such expenses in relation to its publications as are required by the policy and regulations of the IEEE and as prescribed by the Technical Activities Board and the Publications Board of the IEEE.

#### 14.0 NOMINATIONS AND ELECTIONS

14.1 Nominations and Appointments (N&A) Committee

14.1.1 The Chair of the N&A Committee shall be the Immediate Past President of the Board. In the event

of the incapacity or conflict of interest of the Chair, the most recent Past Chair of the N&A Committee available shall be the Chair of the N&A Committee. With extenuating circumstances, a different individual may be appointed to this position by the Society President.

- 14.1.2 Chairs shall not be eligible to be elected to the Board during their term of service.
  - 14.1.3 At least two-thirds of the voting members of the N&A Committee shall be elected or appointed by the Board.
  - 14.1.4 A member of an N&A Committee may be nominated and run for a position for which such member's respective N&A Committee is responsible for making nominations only on the following conditions: (i) the nomination is not made by a member of the same N&A Committee and (ii) the member resigns from the N&A Committee prior to its first meeting of the year in which the nomination shall be made.
- 14.2 The Society administrative year shall begin January 1. All elected and appointed Officers shall begin their terms on that date and serve for the prescribed term or until their successors are elected and installed.
- 14.3 The Nominations and Appointments Committee shall, before January 15 of every odd-numbered year, submit to the Board a slate of Officers to be elected by the membership for the coming administrative term. During even-numbered years, before January 15, the Committee shall submit to the Board a slate of candidates for the Division VII Director-Elect position. The Board shall cause this slate to be printed in a Society publication that is distributed to all Members before May 1. The Nominations and Appointments Committee shall nominate two or three candidates for any of the above offices. In the case of the Secretary and Treasurer, where an incumbent Secretary or Treasurer has an excellent performance record in the position and it is judged that the Society would benefit from service continuation to avoid the generally long learning time of the newly elected Secretary or Treasurer, upon the recommendation of the Nominations and Appointments Committee, and providing further that all other requirements of the IEEE Bylaws are satisfied, the Governing Board may decide to present a single candidate (the incumbent) for either or both office(s) for a second two-year term.
- 14.4 For each elective office of the Society, individual voting members eligible to vote in such election may nominate candidates either by a written petition or by majority vote at a nomination meeting of the organizational unit,

provided such nominations are made at least 28 days before the date of election. The number of signatures required on a petition shall be determined in accordance with IEEE Bylaws as follows. For all positions where the electorate is less than 30,000 voting members, signatures shall be required from 2% of the eligible voters. For all positions where the electorate is more than 30,000 voting members, 600 signatures of eligible voters plus 1% of the difference between the number of eligible voters and 30,000 shall be required.

Members shall be notified of all duly made nominations prior to the election. Prior to submission of a nomination petition, the petitioner shall have determined that the nominee named in the petition is willing to serve, if elected; evidence of such willingness to serve shall be submitted with the petition.

Signatures can be submitted electronically through the official IEEE Society annual election website, or by signing and mailing a paper petition. The name of each member signing the paper petition shall be clearly printed or typed. For identification purposes of signatures on paper petitions, membership numbers or addresses as listed in the official IEEE membership records shall be included. Only signatures submitted electronically through the IEEE Society annual elections website or original signatures on paper petitions shall be accepted. Facsimiles, or other copies of the original signature, shall not be accepted.

The number of signatures required on a petition shall depend on the number of eligible Society voters, as listed in the official IEEE membership records at the end of the year preceding the election.

- 14.5 The election for the offices of the President-Elect, Secretary, and Treasurer shall be held by a ballot presented to the membership on the Monday following the scheduled start of the General Meeting, so long as this date is no earlier than July 15 or later than August 1. Should the Monday following the scheduled start of the General Meeting be earlier than July 15 or later than August 1, or the General Meeting not be held, then the ballot shall be presented to the membership no later than August 1. To be counted, the ballot must be received at the designated location by twelve o'clock noon in the Eastern Time zone on October 1 or on the following Monday if October 1 falls on a Saturday or Sunday.
- 14.6 The Nominations and Appointments Committee shall submit the names of qualified candidates for appointment to other Society positions as may be requested by the President or the Board. The President shall appoint these candidates with the approval of the Board.

- 14.7 The Nominations and Appointments Committee shall submit either on its own initiative or at the request of the President or the Board, qualified candidates for IEEE Boards and IEEE Committees for submission to the IEEE Nominations and Appointments Committee to insure adequate Society support for IEEE Headquarters activities.
- 14.8 At the second Board Meeting each year, the Vice President--Chapters shall, after consultation with the appropriate Region Representatives, provide, as information to the Board, a list of appointments of Chapter Representatives to replace those whose terms expire at the end of the year. Prior to that Board Meeting, the Vice President--Chapters shall nominate to the President, Region Representative candidates to serve on the Board, replacing those whose terms on the Board will expire at the end of the year. Four Region Representatives are appointed to the Board for a two-year term on a schedule such that ideally the Board terms of half of these Region Representatives expire every two years. The Region Representatives on the Board will include:
- 14.8.1 A Region Representative representing Regions 1-7 (USA and Canada).
  - 14.8.2 A Region Representative representing Region 8 (Europe, Middle East and Africa).
  - 14.8.3 A Region Representative representing Region 9 (Latin America).
  - 14.8.4 A Region Representative representing Region 10 (Asia and the Pacific).
- 14.9 The Nominations and Appointments Committee shall assist the Board in ensuring that all Regions of the Society are represented in the membership of the Board.
- 15.0 APPOINTMENTS
- 15.1 The President shall appoint, with the approval of the outgoing Board, the Region Representatives, nominated by the Vice President--Chapters in Section 14.8 above, to serve a two-year term on the incoming Board and may be reappointed to serve for a maximum of three two year terms.
- 15.2 The President shall appoint all Vice Presidents and Members-at-Large, with the approval of the outgoing Board. The appointments shall be made for one year and may be reappointed to serve a maximum of five one-year terms.
- 15.3 Operating Committee Chairs and Editors-in-Chief shall be appointed by their respective Vice Presidents.
- 15.4 The Chairs of the Standing Committees may be reappointed by the Society President with the approval of the Board to serve a maximum of five one-year terms. At the discretion and approval of the Board, the Secretary of the Society may also serve as Chair of the Constitution and Bylaws Committee.
- 15.5 The Members of the Standing Committees of the Board shall be appointed by the Committee Chair after approval by the President.
- 15.6 Up to four Board Members-at-Large shall be appointed by the President after approval by the Board.
- 15.7 Special Committees may be authorized by the Board for specific assignments. The Chair and Members shall be appointed by the President for the term specified in the authorization. The President shall be an ex officio Member of all Special Committees.
- 15.8 The Immediate Past President of the Society shall coordinate the Society's international activities.
- 15.9 The President shall appoint the Standing Committee Chairs with the approval of the Board.
- 16.0 DUTIES OF VICE PRESIDENTS. Each of the Society functional areas, covered below, shall be administered by a Vice President, via his/her organization. The Vice Presidents shall have responsibilities as set forth in the following subparagraphs to address the functions of the Society as described in Article I of the Constitution:
- 16.1 Vice President--Technical Activities
- 16.1.1 The Vice President--Technical Activities shall be empowered to determine and appoint the Technical Committees, Subcommittees, Working Groups, etc., as required to promote the technical scope and functions of the Society.
  - 16.1.2 The Vice President--Technical Activities, provides leadership for the area described herein Section 10 and Article VII of the Society Constitution, and shall be responsible for establishing policies which will stimulate among Society Members the acquisition of new knowledge and technology and the interchange of ideas and experience and for appraising the performance of the Technical Committees.
  - 16.1.3 Each Technical Committee shall be responsible for the evaluation and dissemination of technical information in its field of interest. It shall be responsible for the content of the technical sessions at the Society meetings. It shall be

responsible for the initiation, preparation, and formulation of Standards, guides, and recommended practices for issue in accordance with IEEE regulations. It shall provide technical assistance, within its respective scope, to Chapters. It shall be responsible for the organization and supervision of the work of Subcommittees and Working Groups as may be found necessary for the effective handling of the technology encompassed within its field of interest.

16.1.4 The Vice President–Technical Activities shall preside at the meeting of the Technical Council, the assemblage of the Chairs of the various Technical Operating Committees that together comprise the Technical Activities of the Society.

#### 16.2 Vice President–Chapters

16.2.1 The Vice President–Chapters shall be empowered to determine and staff the Committees, Subcommittees, etc. as required to promote the Chapter scope and functions of the Society. This organization shall include the following Region Representatives, who report to this Vice President:

16.2.1.1 Up to seven Region Representatives for USA & Canada.

16.2.1.2 One Region Representative for Latin America.

16.2.1.3 One Region Representative for Europe, Middle East & Africa.

16.2.1.4 One Region Representative for Asia & Pacific.

16.2.2 The Vice President–Chapters shall determine which one of the Region Representatives for Canada and the USA to nominate to serve on the Board, joining the Region Representative for Latin America, the Region Representative for Europe, Middle East & Africa, and the Region Representative for Asia & Pacific.

16.2.3 The Vice President–Chapters shall promote the organization and effective performance of Society Chapters. The Vice President shall also represent the interests of individual Chapters in the policies and decisions of the Society.

16.2.4 The Chapter Representatives shall report to their respective Region Representatives.

16.2.5 The Distinguished Lecturers Program will be managed by the VP–Chapters or a designee.

#### 16.3 Vice President–Education

16.3.1 The Vice President–Education shall be empowered to determine and appoint the Committees, Subcommittees, etc. as required to promote power engineering education and life-long learning functions of the Society.

16.3.2 The Vice President–Education provides leadership for that described here in Section 12 and Article IX of the Society Constitution.

16.3.3 The Vice President–Education or their designee will oversee and promote the PES–Careers job board and student scholarships administered by the Society.

16.3.4 The Vice President–Education or their designee will oversee and promote the Resource Center.

#### 16.4 Vice President–Meetings

16.4.1 The Vice President–Meetings shall be empowered to determine and appoint the Committees, Subcommittees, etc., as required promoting the meetings policy scope and functions of the Society.

16.4.2 The Vice–President—Meetings, provides leadership for that described herein Section 11 and Article VIII of the Society Constitution and shall be responsible for working with the PES Executive Office and coordinate as necessary across the Society and within IEEE.

#### 16.5 Vice President–Publications

16.5.1 The Vice President–Publications shall be empowered to determine and appoint the Committees, Subcommittees, etc. as required to promote the publication policy scope and functions of the Society and provide leadership for the area described herein Section 13 and Article X of the Society Constitution. This organization shall also be responsible for the solicitation, selection, and grading of technical papers to be published in the Transactions.

16.5.2 There shall be a Publications Board to set overall Society publication policy. This Publications Board shall be composed of the Vice President–Publications, who also chairs this Board, the Vice President–Technical Activities, President, President–Elect, Treasurer and the Executive Director of the Society.

16.5.3 The Vice–President—Publications shall be responsible for working with the Editors of the Society’s periodicals.



16.5.4 The Vice-President—Publications shall be responsible for the archiving of PES materials within IEEE publications.

#### 16.6 Vice President--Membership and Image

16.6.1 The Vice President—Membership and Image shall be empowered to determine and appoint the committees, subcommittees, etc. as required to enhance image, student visibility, Young Professionals, and Society membership in general. Activities are to be pursued to increase the image of the Society and the industry.

16.6.2 The Vice President-Membership and Image shall be an advocate for workforce readiness by establishing communication channels to convey the technical talent needs of the industry to those who are responsible for creating the power and energy education infrastructure and developing the industry's future technical workforce.

16.6.3 The Vice-President-Membership and Image shall manage the relationships with students as they transition into employment, and foster student/employer networking opportunities.

16.6.4 The Vice-President-Membership and Image shall track membership, set goals and create programs/materials to increase membership and global representation.

16.6.5 The Vice President-Membership and Image or their designee will provide input to Society website development to enhance the on-line image and usefulness.

16.6.6 The Vice President-Membership and Image or their designee will promote awards, other than student scholarships, and recognize Members and Chapters for their significant achievements.

#### 16.7 Vice President-New Initiatives/ Outreach

16.7.1 The Vice President—New Initiatives/Outreach shall be empowered to determine and appoint the committees, subcommittees, etc. as required to promote the energy initiatives, public affairs, and outreach functions for the Society.

16.7.2 The Vice-President-New Initiatives/Outreach shall be responsible for outreach and coordination within PES, other Societies, and industry-related entities to identify and pursue collaborative opportunities.

16.7.3 The Vice-President-New Initiatives/Outreach shall be responsible to monitor interests worldwide and maintain knowledge of topical issues. Collaborative opportunities will be identified to pursue emerging technologies, related conferences and new publication and educational venues.

16.7.4 The Vice-President-New Initiatives/Outreach shall be responsible for incubating new ideas. Once initiated, efforts to coordinate necessary Society organization structure for sustaining operations will be pursued.

16.7.5 The Vice President-New Initiatives/Outreach will develop channels with industry leadership, seek executive support for the Society and its members and coordinate the industry executive focus group meetings and Plenary Sessions held annually at the General Meeting.

Date of Society approval: 27 September 2019

Date of Technical Activities Approval: 30 January 2020

Effective Date of Amendments: 30 January 2020