IEEE POWER AND ENERGY SOCIETY
GOVERNING BOARD
ROLES AND RESPONSIBILITIES

APPOINTED POSITIONS
The following roles and responsibilities for PES Governing Board appointed positions can be found in various PES governing documents (constitution, bylaws and operations manual). The following positions are appointed by the PES President, with the approval of the outgoing Board; Vice Presidents (except Vice President Technical Activities), Members At-Large, and Regional Representatives.

As per the PES Operations Manual

**PES VICE PRESIDENTS**

All Vice Presidents (VPs) serve as voting members on the PES Governing Board and the PES Executive Committee. VPs serve a one year and can be reappointed up to four additional terms. All VPs must be IEEE Fellows or Senior Members.

**VICE PRESIDENT CHAPTERS & MEMBERSHIP**

Responsible for PES Chapters, student activities, Affinity Groups, member development, including recruitment, retention, elevation, service and products, as well as related operational and budget matters.

**Functions and Responsibilities**

1. 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:
   - Up to seven Region Representatives for USA & Canada.
   - One Region Representative for Latin America.
   - One Region Representative for Europe, Middle East & Africa.
   - One Region Representative for Asia & Pacific. (From PES Bylaws)
2. Shall determine which one of the Region Representatives for Canada and the USA to nominate to serve on the Governing Board, joining the Region Representative for Latin America, the Region Representative for Europe, Middle East & Africa, and the Region Representative for Asia & Pacific. (From PES Bylaws)
3. 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. (From PES Bylaws)
4. The Chapter Representatives shall report to their respective Region Representatives. (From PES Bylaws)
5. The Distinguished Lecturers Program will be managed by the VP-Chapters or a designee. (From PES Bylaws)

**VICE PRESIDENT EDUCATION**

The Vice President Education is a PES Board position appointed by the PES President. The VP Education is responsible for organizing and administering the PES Education activities. This is
achieved through continuous interaction with the PES University, the Power and Energy Education Committee and the PES education staff.

Functions and Responsibilities
1. 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. (From PES Bylaws)
2. Provides leadership for that described in the PES Bylaws, PES Operations Manual and Article IX of the Society Constitution. (From PES Bylaws)
3. The Vice President-Education or their designee will oversee and promote student scholarships administered by the Society. (From PES Bylaws)
4. The Vice President-Education or their designee will oversee and promote the Resource Center. (From PES Bylaws)
5. Serve as a member of Education (Subcommittee 4) for the Long Range Planning effort.
6. Serve with the VP of Chapters & Membership to approve new Distinguished Lecturers for PES.
7. Lead the Scholarship Plus Initiative and work with the IEEE and PES staff and region volunteers on implementation.
8. Work with the PES University and the PES staff to ensure good courses/tutorials are offered at PES conferences covering a wide range of “industry and academic technical” topics of current interest. Ensure that the surplus revenue sharing policy is properly implemented and disbursements to the course instructors are made in a timely manner.
9. Organize the development of electronic modules on appropriate power industry topics through interaction with the IEEE Educational Activities Department and the PES staff. This includes serving on the webinar and tutorial review committees.
10. Assist the PES Executive Office staff in developing new courses under the “Plain Talk” series for Non-Power Engineering Professionals, by suggesting appropriate topics and identifying potential instructors.
11. Interact with the Students Activities Subcommittee of PEEC and ensure that student activities are well organized and supported at PES conferences and NAPS. Strive to get increased financial support from Industrial Partners for such activities.
12. Assist the PES Treasurer in preparing the annual budget by providing the financial information related to educational activities.

VICE PRESIDENT CONFERENCES & MEETINGS
Responsible for the overall management of financially sponsored meetings and conferences from a strategic planning, implementation and sustainability standpoint.

Functions and Responsibilities
1. Shall be empowered to determine and appoint the Committees, Subcommittees, etc., as required promoting the meetings policy scope and functions of the Society. (From PES Bylaws)
2. Provides leadership for that described herein in the PES Operations Manual, PES Bylaws 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. (From PES Bylaws)

3. Develops the overall strategic planning of meetings and conferences for the PES. This includes the development of various steering committees of conferences and regions, as necessary.

4. Works with the PES Executive Office to report on the overall status of PES Conferences.

5. Works with, and provides guidance to, PES conference steering committees to set goals and strategic direction for meetings.

6. Works with the GB to identify potential meeting sites based on several factors, including but not limited to trends in the power and energy field.

7. Assures the negotiations and reviews all hotel and convention center contracts with participation by PES EO follows best practices and the necessary requirements of IEEE PES.

8. Participates in the selection of the host utility for the PES General meeting and the PES Transmission & Distribution conference and exposition.

9. Appoints the PES Conference Steering Committee Chairs which includes but isn’t limited to the PES General Meeting, PES Transmission & Distribution, Joint Technical Committee Meeting, ISGT series of conferences and other PES Financially sponsored conferences.

10. Reviews and approves preliminary conference budgets

11. Present PES Financial sponsored conferences budgets to the PES Finance Committee for approval.

12. As requested, attends post conference meetings for core conferences, including review of evaluations and discussion of targets met and not met, successes, and lessons learned.

13. Reviews new proposals received for financial sponsorship

14. Chairs the Conference Advisory Committee

15. Acts as liaison to the Board of Governors for all conference activity

16. Represents the Society to IEEE or to other organizations, on behalf of the Society, on matters concerned with the Society’s conferences.

**VICE PRESIDENT NEW INITIATIVES & OUTREACH**

Serves in the role of being the focal point for new initiatives that PES engages in and reaching out to both PES members and beyond showcasing the programs and opportunities that the society makes available to the technical community and the public at large. The guiding principle of this vice presidency is to take a proactive role in developing and nurturing new activities (e.g., conferences, publications, educational materials) and then hand those over to line vice presidents for them to operate these as standard PES offerings.

**Functions and Responsibilities**

1. 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. (From PES Bylaws)

2. Shall be responsible for outreach and coordination within PES, other Societies, and industry-related entities to identify and pursue collaborative opportunities. (From PES Bylaws)
3. 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. (From PES Bylaws)

4. Shall be responsible for incubating new ideas. Once initiated, efforts to coordinate necessary Society organization structure for sustaining operations will be pursued. (From PES Bylaws)

5. 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. (From PES Bylaws)

6. Chair of the PES Smart Village Working Group as part of PES Long Range Planning Committee.

7. Oversee the PES Industry Outreach Program led by PES Member at Large.

8. Be proactive in reaching out to society members to seek out and propose major new initiatives.

9. Help to co-sponsor high quality conferences with non-PES entities such that the PES's leadership in the power and energy community is enhanced, and its share of the intellectual property in IEEE Xplore is increased.

10. Explore opportunities for launching specialized conferences and new periodicals to provide platforms for discourse in emerging technologies and systems as well as providing technical expertise to address global issues like climate change.

**VICE PRESIDENT PUBLICATIONS**

Shall provide oversight on services and products which disseminate information on technical, scientific, professional, and newsworthy topics of interest to PES members, the engineering and scientific community, and the general public.

**Functions and Responsibilities**

1. 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 in the PES Bylaws, PES Operations Manual 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. (From PES Bylaws)

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. (From PES Bylaws)

3. Shall be responsible for working with the Editors of the Society’s periodicals. (From PES Bylaws)

4. Shall be responsible for the archiving of PES materials within IEEE publications. (From PES Bylaws)

5. Review and recommend the appointment of Editors-in-Chief and Regional Editors. (Power & Energy Magazine, Electrification Magazine, Power Engineering Letters,

6. Work with other PES vice presidents on enhancing the existing PES publications and launching new IEEE/PES Transactions and magazines.
7. Attend the IEEE Panel of Editors meetings and work as a liaison with IEEE on streamlining IEEE publication issues.
8. Lead the activities and prepare the report for the 5-year review of the PES publications by the IEEE Technical Activities Board.
9. Lead the process and work with the IEEE Intellectual Property Office on reviewing the publication misconduct and plagiarism cases.
10. Work with EICs for PES publications on improving the metrics (papers received, decisions rendered, papers in review 180 days or more, and papers decided within 90 days).
11. Moderate disputes between authors and EICs/Editorial Boards.
12. Work with EICs for PES publications to enhance and expand PES e-Newsletter.
13. Work with the PES Office staff and EICs on enhancing the Manuscript Central updates and applications.
14. Work with the PES Office to enhance and expand the IEEE Xplore applications and expand the Xplore legacy database.
15. Lead the development of special publications such as T&D special issue, ESMO special issue, P&E Compendium.
17. Work with PES VP Technical Activities and VP Conference & Meetings to provide consistency between conference and journal articles.
18. Promote special initiatives such as magazine and special issue translations, webinars, etc.
19. Provide liaison with other IEEE Publication boards and societies.

**VICE PRESIDENT STRATEGIC COMMUNICATIONS & PARTNERSHIPS**

Shall be responsible for overseeing partnership agreements, awards and recognition, and developing and delivering core messaging across all channels and platforms to PES members, the technical community and general public.

**Functions and Responsibilities**
1. In consultation with PES President, PES N&A Committee - appoint the PES Awards & Recognition Committee Chair.
2. In consultation with PES President, PES N&A Committee - appoint the PES Day Committee Chair.

**REGIONAL REPRESENTATIVES**

Four Regional Representatives serve as voting members on the PES Governing Board. Regional Representatives serve two years and can be reappointed to serve no more than three
consecutive terms. All Regional Representatives must be IEEE Fellows or Senior Members. The Region Representatives to the Board will include:

1. Region Representative representing USA and Canada
2. Region Representative representing Europe, Middle East & Africa
3. Region Representative representing Latin America
4. Region Representative representing Asia and the Pacific

**MEMBERS-AT-LARGE**

All Members-at-Large (MALs) serve as voting members on the PES Governing Board. MALs serve one year and can be reappointed up to four additional terms. All MALs must be IEEE PES Members.

In accordance with PES Bylaws, the PES President shall appoint (4) Members-at-Large to the PES Governing Board. Each one has a defined set of special ad-hoc tasks. These tasks address current PES Governing Board priorities and liaison roles – and are assigned by the PES President. These focus and liaison areas typically include:

1. PES Resource Center
2. IEEE Standards
3. IEEE Smart Grid
4. IEEE conferences co-sponsored by PES
5. Industry Outreach
6. Other current priorities as needed

These assignments typically involve interactions with PES VPs and other members of the GB.