

IEEE Transportation Electrification Council Constitution

Date of Council AdCom Ratification: January 31, 2024
Date of IEEE Vice President, Technical Activities Approval: November 18, 2022
Effective Date: January 1, 2024

Table of Contents

ARTICLE I - NAME AND PURPOSE

- Section 1 Name
- Section 2 Purpose

ARTICLE II - FIELD OF INTEREST

- Section 1 Field of Interest
- Section 2 Changes to the Field of Interest

ARTICLE III - MEMBERSHIP OF THE COUNCIL AND GOVERNANCE

- Section 1 Council and Member Societies
- Section 2 Governance Body
- Section 3 New Member Societies
- Section 4 Removal of Member Societies

ARTICLE IV: COUNCIL OFFICERS, ADCOM AND COMMITTEES

- Section 1 Officers of Council AdCom
- Section 2 Establishment of Standing and Ad Hoc Committees
- Section 3 Specific Committees
- Section 4 Voting Members of Council AdCom
- Section 5 IEEE Membership Requirement
- Section 6 Member Representative Appointment and Voting Privileges
- Section 7 Terms of Member Society Representatives
- Section 8 Vacancies of Member Society Representatives
- Section 9 Term of Member-at-Large
- Section 10 Non-Voting Ex-Officio Members of Council AdCom
- Section 11 Non-Member Society Liaison Representatives

ARTICLE V - ELECTION AND APPOINTMENT OF OFFICERS AND COMMITTEE CHAIRS

- Section 1 Election of President-Elect
- Section 2 Election and Appointment of Officers
- Section 3 Filling of Council Office Vacancies
- Section 4 Appointment of Committee Chairs
- Section 5 Nominations and Appointments Committee

ARTICLE VI - POWERS, PRIVILEGES, AND DUTIES

- Section 1 Duties of Officers and Members
- Section 2 Appointment of Secretary, Treasurer, Editors-in-Chief, Committee Chairpersons
- Section 3 Duties of Council President
- Section 4 Expenditures and Debts

ARTICLE VII - FINANCIAL SUPPORT & EXPENDITURES

- Section 1 Member Societies Responsibility
- Section 2 Council Fund and Prohibited Expenditures

ARTICLE VIII - MEETINGS

- Section 1 Annual Meetings
- Section 2 Meeting Organization
- Section 3 Quorum
- Section 4 Proxy Voting
- Section 5 Actions

ARTICLE IX - PUBLICATIONS

- Section 1 Publication Policies
- Section 2 Council Periodicals and Other Publications

ARTICLE X - CONFERENCES AND TECHNICAL MEETINGS

- Section 1 Meetings Policies

ARTICLE XI - RECALL

- Section 1 Recall of Appointed Members
- Section 2 Recall of Elected Members

ARTICLE XII - CONSTITUTION AMENDMENTS AND BYLAWS

- Section 1 Constitution Amendments
- Section 2 Bylaws Adoption and Amendments
- Section 3 Precedence of IEEE Constitution, Bylaws, and Policies
- Section 4 Effective Date

CONSTITUTION OF THE IEEE TRANSPORTATION ELECTRIFICATION COUNCIL

ARTICLE I - NAME AND PURPOSE

Section 1. The name of the organization constituted herein shall be the IEEE Transportation Electrification Council.

Section 2. The purpose of the Council is to support IEEE activities in transportation and lead the transition to both more electric or all electric propulsion, and autonomous mobility. This includes applications on land (on road, off-road, agriculture, rail), in the air (manned or unmanned aerial vehicles), and on the water or at ports. The council advocates and supports Societies' efforts in system design, integration, manufacture, standards for and operation of transportation systems, including: electrical and electronic components; drivetrains (electric and hybrid); energy storage, charging and grid interface infrastructure; recycling and disposal; communications and controls; technologies and devices for interaction between vehicles and between moving and stationary systems; networks related to transportation traffic systems; accident prevention and safety technologies; logistics; models, software, controls and algorithms; smart mobility; societal management of transportation.

ARTICLE II - FIELD OF INTEREST

Section 1. The Field of Interest of the Council is the design, integration, manufacturing, standards, life cycle, and operation of electrified vehicles, machines, systems, related infrastructure, and interaction with energy systems. The field of interest spans all modes of transportation (on road, off road, rail, air, water, and others) of people and goods as well as the technologies, systems, and networks needed for the electrification of transportation.

Section 2. Changes to the field of interest must be made in accordance with the process outlined in the TAB Operations Manual.

ARTICLE III - MEMBERSHIP OF THE COUNCIL AND GOVERNANCE

Section 1. The Council shall be composed of IEEE Societies that have an interest in transportation electrification and are supporting technical activities in the field (Member Societies). These Member Societies agree to share the responsibility for all obligations of the Council, including financial, in accordance with this Constitution and the Council Bylaws.

Section 2. All Council business shall be conducted by an Administrative Committee (AdCom), as defined in the Council Constitution and Bylaws.

Section 3. Each new Member Society will be admitted upon approval of the AdCom, payment of the establish membership dues (if any), and submission of a signed Memorandum of Understanding.

Section 4. If a Member Society does not have a representative present at any Council AdCom meeting held during a two consecutive year period, the Member Society may be dropped from Council membership. Notice of such proposed action must be given to the President of the delinquent Member Society at least thirty (30) days before the next Council AdCom meeting. Any action must be approved by a two-thirds vote of the AdCom members present, provided there is a quorum.

ARTICLE IV: COUNCIL OFFICERS, ADCOM AND COMMITTEES

Section 1. The Officers of the Council shall be as follows: President, President-Elect, Immediate Past President, Vice-President for Technical Activities, Vice-President for Membership, Vice-President for Conferences, Vice-President for Publications, Vice-President for Education, Vice-President for Standards and Industry Engagement, Secretary, and Treasurer, all serving as the Council's Executive Committee (ExCom). All officers are ex-officio members of Council's AdCom.

Section 2. The AdCom may create or disband standing and ad hoc committees to aid in the administration of the Council, in ways specified by the Bylaws. Each committee shall report either to the AdCom or to one of the Vice-Presidents.

Section 3. The Council shall include a young professionals committee, a women in engineering committee, and a nominations and appointments Committee, reporting to the AdCom, and each named, organized, and defined in the Bylaws.

Section 4. The AdCom includes both voting and non-voting members. The voting members are:

- a) One representative appointed by each Member Society as described in Section 6 below.
- b) The Officers of the Council as listed in Section 1 above, except the Secretary and Treasurer.
- c) Elected member(s)-at-large.
- d) The chairs of the young professionals and women in engineering committees.

An individual may not serve concurrently as both an elected Council Officer and a Member Society representative. When a Member Society representative is elected to a Council Officer position, the Council office position shall take precedence over the Member Society appointment. Any resulting vacancies shall be filled by the appropriate Member Society. Elected officers are as defined in the Bylaws.

Section 5. The Member Society representatives, officers on the Council AdCom, Members-at-Large and young professionals committee and women in engineering committee chairs, must be IEEE members of any grade. Member Society representatives must be members of the Society they represent.

Section 6. Each Member Society shall appoint two representatives to the Council, with one representative identified by the Member Society as the Primary and the other the Secondary representative. The term of appointment shall be as defined in Section 8 below. The Primary representative if present in AdCom proceedings will be the voting representative for that Member Society. In the absence of the Primary member the Secondary member will represent the Member Society as the voting member. Each Member Society has one vote, regardless of the number of representatives that participate in Council affairs.

Section 7. The term of office of a Member Society representative on the Council shall be two years, renewable once. Member Society representatives will be eligible again after a one-year lapse.

Section 8. When an in-term Member Society representative vacancy occurs, the Council President shall request the respective Member Society to appoint someone to complete the unexpired term. The duration of the unexpired term shall not count towards the term limits defined in Section 7.

Section 9. The term of office of a Member-at-Large of the Council shall be two years. No Member-at-Large shall serve more than 2 consecutive terms.

Section 10. The non-voting ex-officio members of the Council AdCom are:

- a) The Director of the Division in which the Council resides.
- b) The TAB Staff Secretary.
- c) The Executive Director of the IEEE.
- d) The IEEE Vice-President for Technical Activities.
- e) The non-voting representatives of the Member Society (Secondary members).
- f) The Editors-in-Chief of the Council's solely sponsored publications.
- g) The Senior Past President of the Council.
- h) The Secretary and the Treasurer.
- i) The Chairpersons of the committees of the Council reporting to the AdCom, provided they are not also Officers.

In case an ex-officio non-voting member of the Council is also a Member Society Representative, the latter position takes precedence in terms of ability to vote on the Council.

Section 11. Any IEEE Operating Unit which is not a member of the Council may send a non-voting liaison representative to attend the meetings of the AdCom for the purpose of establishing lines of communication between the Council and the Operating Unit. Likewise, the Council President may appoint an individual to serve as liaison to another IEEE Operating Unit.

ARTICLE V - ELECTION AND APPOINTMENT OF OFFICERS AND COMMITTEE CHAIRS

Section 1. Every two years, the AdCom shall elect a President-Elect whose term of office will be for two years. The President-Elect shall assume the Presidency for a two-year term at the conclusion of the President's term. Election to the position of President-Elect normally occurs during the last meeting of the calendar year of the second year of the President's term, with commencement of this position to occur 1 January of the next calendar year.

Section 2. Appointment and election of Officers shall be in accordance with the rules specified in the Council Bylaws. On a schedule specified in the Bylaws, the AdCom shall elect vice presidents as defined in Article IV, Section 1. A Secretary and a Treasurer shall be appointed by the President with consent of the AdCom. Eligibility and terms of office for the Officers of the Council are specified in the Council Bylaws.

Section 3. If the Office of the President becomes vacant, the President-Elect shall become President for the remainder of the term and then assume the position of President for a full two-year term as if the original President had not vacated this position. If the President is incapacitated, the duties of the President shall be performed by the President-Elect for the duration of the President's incapacity. Such incapacity must be confirmed by a majority of the Executive Committee. If the office of President-Elect or any Vice-President becomes vacant, the voting members of the Council AdCom shall elect a new officer for the remainder of the vacant position term.

Section 4. Committee chairs reporting to the AdCom shall be appointed by the President, under the advisement of the Nominations and Appointments Committee, except for the chair of the Nominations and Appointments Committee. Committee chairs reporting to a Vice-President shall be appointed by that Vice-President.

Section 5. The Nominations and Appointments Committee composition is defined in the Bylaws and shall comprise at least: Immediate Past President and Senior Past President. The committee is chaired by the Past President, or, in that person's absence, the Senior past president. If neither is available, the Nominations and Appointments Committee shall elect a chair from within the committee membership.

ARTICLE VI - POWERS, PRIVILEGES, AND DUTIES

Section 1. The duties and responsibilities of the officers and members of the Council AdCom shall be defined in the Bylaws, and as further delineated by the Council AdCom.

Section 2. Presidential appointments are enumerated in the Constitution and specified in the Bylaws. The President shall also appoint the Editors-in-Chief of the various Council publications to terms as specified in the Bylaws. The appointments of the Editors-in-Chief shall be made with the advice of the Vice-President for Publications. All appointments shall be made with the advice of the Nominations and Appointments Committee and consent of the Council AdCom. The Secretary, Treasurer, Editors-in-Chief and Chairperson appointments need not be made from among the individuals who are members of the Council AdCom. The preference for such appointments shall be current members of the AdCom, past members of the AdCom, or members of a Member Society.

Section 3. The President, under the direction of the Council AdCom, shall call all regular and special Council AdCom meetings and shall preside over them. The President shall coordinate and supervise activities of the Council and perform other duties as may be provided for in the Council Constitution or Bylaws, or as may be delegated to the President by vote of the Council AdCom. Included in the President's duties shall be the responsibility to see that the orders and resolutions of the Council, the IEEE Technical Activities Board, and the IEEE Board of Directors are implemented. The President shall be an ex-officio member of all standing and ad hoc committees of the Council. The President shall represent the Council in any and all meetings and proceedings of the IEEE Technical Activities Board, or, if unavailable, shall ensure Council representation as defined by the IEEE Technical Activities Board, or, if applicable, the Council Bylaws.

Section 4. The Officers of the Council shall have the sole authority to obligate the funds and assets of the Council. Such funds and assets will be used to promote the Council's activities as delineated in the Bylaws, with the consent of the AdCom. No member of the AdCom shall have authority to contract debts for, pledge the credit of, or in any way bind the IEEE for activities prohibited by the Bylaws of the IEEE or the Constitution and Bylaws of the Council.

ARTICLE VII - FINANCIAL SUPPORT & EXPENDITURES

Section 1. Member Societies have the responsibility for financial aspects of the Council. The Council may derive income from sources as specified in the Bylaws.

Section 2. Monies held by or for the Council legally belong to the IEEE, and shall not be expended for activities prohibited by the IEEE Constitution, Bylaws and Statements of Policy, the Constitution and Bylaws of the Council, or any other purposes known to be inimical to the interests of the IEEE. Returns from investment of Council funds shall be credited to the Council. Any Council reserves in excess of needed levels may be distributed back to the Member Societies in accordance with the guidelines specified in the Bylaws. Any Council losses may be absorbed by Member Societies in accordance with the guidelines specified in the Bylaws.

ARTICLE VIII - MEETINGS

Section 1. The Council shall hold no fewer than two (2) AdCom Meetings per calendar year for the purpose of electing officers and to conduct appropriate business. Other meetings of the Council AdCom may be held as needed.

Section 2. Meetings of the Council AdCom may be called by the Council President, upon the request of AdCom members from a majority of Member Societies, or upon the request from a simple majority of AdCom voting members. The time and place shall be announced to all members of the Council AdCom at least thirty (30) days in advance of the meeting, to the last-known email address of record of each Council AdCom Member.

Section 3. A simple majority of the voting members of the Council AdCom, which must include voting representatives from at least one-third of the Member Societies, shall constitute a quorum. A simple majority of the voting members of any other Council committee shall constitute a quorum for the proceedings of that committee.

Section 4. Proxy voting is not permitted.

Section 5. Action of the AdCom and committees thereof.

- a) The vote of a majority of the members present and entitled to vote, at the time of the vote, provided a quorum is present, shall be the act of the AdCom or any committee thereof.
- b) The AdCom or any committee thereof may meet and act upon the vote of its members by any means of communication, in person, through telecommunication, or a combination thereof. 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.
- c) The AdCom 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 AdCom or any committee thereof shall be required to approve such action. The results of the vote shall be confirmed promptly in writing or by electronic transmission. Written materials and/or electronic transmissions associated with such action shall be filed with the minutes of the proceedings of the next meeting of the AdCom or relevant committee. "Electronic transmission" means any form of electronic communication, such as email, 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.
- d) The process for voting by electronic transmission shall be defined in the Bylaws. The date at which the voting results shall be tabulated shall be defined in any communication initiating such a vote, but must be at least fifteen (15) days from the original communication.
- d) Individuals holding more than one position on the AdCom, or any committees thereof, shall be limited to one vote on each matter being considered by the AdCom or the relevant committee.
- e) The presiding Officer (President of the Council, or the Chair of any Committee) shall have no vote on the (AdCom or Committee) except if the vote is by secret ballot or unless the Officer's vote can change the outcome of the vote or to break a tie.

ARTICLE IX - PUBLICATIONS

Section 1. All Council publication activities shall be subject to IEEE and Council policies, and to any further guidance or controls prescribed by the Council AdCom or its duly appointed committees.

Section 2. The Council may publish appropriate periodicals and other form of publications in accordance with IEEE Policies and Procedures. Selection of the published material shall be in accordance with the objectives and policies of IEEE and of the Council.

ARTICLE X - CONFERENCES AND TECHNICAL MEETINGS

Section 1. All Council conferences and technical meeting activities shall be subject to IEEE policies, and to any further guidance or controls prescribed by the Council AdCom or its duly appointed committees.

ARTICLE XI - RECALL

Section 1. Removal of an Appointed Member of the AdCom or of a committee

An Appointed Member of the council AdCom or of a committee may be removed from his/her position(s), with or without cause, either by the appointing authority, or by the affirmative vote of two-thirds of the members of the AdCom present at the time of the vote, provided a quorum is met.

Section 2. Removal of an Elected Member of the AdCom

An elected member of the AdCom and of any committee may be removed from office and from any position and role within the Council, with or without cause, within thirty (30) days following the affirmative vote of two-thirds of the votes of the members of the AdCom present at the time of the vote, provided a quorum is met, on a motion to remove such individual.

ARTICLE XII – CONSTITUITON AMENDMENTS AND BYLAWS

Section 1. This Constitution may be amended by action of the Council AdCom at a Council AdCom meeting if the following provisions are met:

- a) Notice of the meeting, either in-person or teleconference, and of the proposed change(s) must be communicated to the last-known email address of each member of the Council AdCom at least thirty (30) days prior to such meeting.
- b) A two-thirds affirmative vote of the Council AdCom members present, provided quorum is met, is required for passage of an amendment.
- c) The amendment(s) shall be forwarded to the IEEE Vice President, Technical Activities for approval.

Section 2: Bylaws to the Council Constitution may be adopted and amended by action of the Council AdCom in a manner similar to constitution amendments, as defined in Section 1 above.

Section 3. The Constitution, Bylaws, and Statements of Policy of the IEEE shall at all times take precedence over those of the Council.

Section 4. All amendments to the Constitution or Bylaws shall become effective immediately after all required approvals have been obtained, unless a later date has been specified at the time of the approval vote.