

ASME Dynamic Systems and Control Division
ENERGY SYSTEMS TECHNICAL COMMITTEE
(<http://www.asme-dscd.org/dscd-technical-committees/energy-systems>)
OPERATING GUIDE

1. Objective: The purpose of the committee is to provide a coherent forum for engineers and scientists working on systems for generation, storage, conversion, and utilization of energy. It intends to promote research and education in the broader areas of modeling, dynamics, control, and experimentation of energy systems. It brings together experts from the active energy systems application areas of the Dynamic Systems and Control Division (DSCD) to share ideas and expertise and therefore accelerate and recognize innovative research or energy solutions.

2. Operating Guidelines: Operations of the Energy Systems TC will be led by the following committee members: chair, co-chair, secretary, publicity chair(s), industry liaison(s) and student liaison(s). The responsibilities of each position are articulated below:

2.1. TC Officials

Chair: The TC chair will, in conjunction with the co-chair and the secretary, provides overall guidance, vision and initiatives, approves new chair, co-chair, and reports to DSCD Executive Committee. The chair will be the primary interface between the TC members and the executive members of the ASME DSCD. The chair will serve in the position for a period of 2 years. During this period, the chair will oversee the activities of the TC in 2 ACC conferences and 2 DSCC conferences. The chair will also be responsible for managing the yearly funding available to the TC from the DSCD, to organize TC meetings at ACC and/or DSCC, to invite or to delegate to others the organization of workshops, and invitation of speakers from academia or industry for panel discussions or invited sessions.

Co-chair: The co-chair will be responsible for execution of the direction provided by the chair. The co-chair will serve in the position for a period of 2 years and will be directly involved in organizing invited sessions and/or frontier sessions at 2 ACC and 2 DSCC conferences. Specifically, the co-chair will be responsible for initiating invited session proposals and will identify session organizers. The co-chair will also be responsible for organizing TC meetings at ACC and/or DSCC. In conjunction with the chair and the secretary, the co-chair will also be involved in exploring and implementing new processes and initiatives within the TC. The co-chair will also be responsible for maintaining and updating the TC's operating guidelines.

Secretary: The secretary will help the chair and co-chair with most of the communication within and outside the TC. He/she will serve in the position for 2 years and be responsible for maintaining and archiving the TCs meeting minutes, the list of members along with their e-mails, and all documentation related to the TCs activities. The secretary will also be involved in maintaining and updating the TC webpage. The secretary will manage the TC expenses by maintaining an account of expenses and credits incurred by the TC.

Publicity Chair: The publicity chairs will solicit and post news in web site, newsletter, and publish report in magazines.

Industry Liaison: The industry liaisons will advise the TC committee on vision and research directions based on industry feedback.

Student Liaison: The student liaison will be involved in organizing Technical Committee student activities such as conference events and panels on career planning.

Past Chair: The past chair will serve as an advisor to the TC. He/she will also help the TC members in identifying and nominating officials for the successive term.

Thrust Area Leaders: **Given the breadth of the energy systems in our society, this technical committee will identify thrust areas to facilitate focused involvement in conferences.** The TC chair and co-chair will identify thrust area leaders (TAL) and appoint one point of contact for each thrust area that will serve as the primary contact and will be actively involved in organizing invited sessions and soliciting papers for such sessions. The TALs are appointed typically per conference and are not considered part of the leadership.

2.2. Meeting Schedule: The annual meeting of the TC will take place during the ASME DSC conference. An optional meeting of the TC may also be organized during the ACC. The announcement of new officials will be made during the annual meeting biennially and new officers will assume their position starting from the annual meeting. The annual meeting (and any other meeting) time and location will be announced to the broad DSCD community and will be open to all interested in the committee. During the TC meetings, the secretary will collect contact information of attendees and will record meeting minutes. The agenda of the meeting will be developed by the TC chair, in conjunction with the co-chair and the secretary.

2.3. Electing TC Officials: Nominations for chair, co-chair and secretary will be sought from past chairs, co-chairs, secretaries and current members of the TC. Election of new officials will take place during the annual meeting conducted during the DSCC at the end of the first year of the two year period, and the new officials will assume their positions at the following DSCC.