

**IEEE RURAL ELECTRIC POWER COMMITTEE  
MEMBERSHIP RULES**

**The following are membership rules for the Rural Electric Power Conference Committee (hereafter called 'REPC') that meets at the annual IEEE Rural Electric Power Conference. The REPC is a part of the IEEE Industry Application Society (IAS).**

**1.0 QUALIFICATIONS FOR MEMBERSHIP**

**1.1. REPC Membership Requirements**

- a. Active membership in the IEEE. Industry and Applications Society (IAS) and/or the Power Engineering Society (PES) membership are optional but encouraged. Members of the REPC Executive Committee must be members of the IAS.
- b. Actively involved in some manner with the electric power industry (e.g., electric utility, consultant, supplier, academic).
- c. Agrees to be assigned to a subcommittee and willingly participate and contribute to the activities of the Subcommittee and the REPC.
- d. Any member accepted for membership can remain on the REPC as long as he/she meets the qualifications and criteria stated in these rules.

**1.2. Subcommittee Requirements**

- a. A subcommittee member has to be accepted first as a member of REPC.
- b. Assignment to a subcommittee is by mutual agreement of the member, the REPC Chairman and the chairman of that subcommittee. This assignment should reflect the subcommittee needs and the member's expertise and desires.
- c. The REPC Chairman or his designated representative from the REPC Executive Committee shall be exofficio member of each subcommittee.
- d. All subcommittees are standing committees except for special projects where the subcommittee shall be disbanded upon completion of the project.

**1.3. Emeritus Status**

- a. A member with more than ten years of active participation in the IEEE Rural Electric Power Conference will qualify for REPC emeritus membership upon retirement. If requested the Membership Subcommittee shall recommend persons for emeritus membership to be voted on at the next annual meeting. These approved persons shall remain on the roster as 'emeritus' for ten years or until a request is received for removal. At the end of ten years a new request for emeritus status should be submitted.

**1.4. REPC Officers (Executive Committee)**

- a. The REPC Executive Committee shall consist of the past Chairman, the current Chairman, the Vice-chairman, the Secretary and the Secretary-elect. The term of these officers shall run from the end of the annual conference until the end of the following year's conference.
- b. The principal duties of the REPC Chairman shall be: 1) conduct a planning meeting at the host site approximately 6 – 8 months before the annual IEEE Rural Electric

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Power Conference, 2) preside over the annual business meeting of the REPC and 3) coordinate and preside over the annual conference.

- c. The principal duties of the REPC Vice-chairman shall be: 1) solicit papers and presentations for the conference [Program Chair] and 2) perform the duties of the REPC Chairman in his/her absence.
- d. The principal duties of the REPC Secretary shall be: 1) record the minutes of the planning meeting, 2) record the minutes of annual REPC business meeting and send out a copy to REPC members within thirty (30) days, 3) assist the Membership Subcommittee Chair with maintaining a current membership list and 4) serve as Publicity Chair for the annual conference.
- e. Members of the REPC Executive Committee shall have been a member of the REPC for a period of at least one year unless no other member is willing to serve.
- f. If possible, nominations for the REPC Executive Committee should avoid having more than two members from the same type of organization (e.g. utility, consultant, supplier, institution) on the committee at the same time.
- g. The REPC Secretary-elect shall be elected each year. This person must be willing to advance thru the progression of REPC Executive Committee Officers in subsequent years.
- h. When the term of the past REPC Chairman expires, he/she shall not be eligible for re-election to the REPC Executive Committee for a period of two years unless no other REPC members are willing to serve.
- i. Recognizing that some small organizations may not be able to provide funds for members to travel to REPC Executive Committee meetings, the REPC Chairman shall be authorized to approve travel reimbursement for members otherwise unable to attend. This does not include the IEEE Rural Electric Power Conference.

**1.5. Subcommittee Chairman**

- a. Must be a qualified member of the REPC.
- b. If a vacancy for subcommittee Chairman exists, election of a replacement will be held by the subcommittee at the annual meeting. The subcommittee can also elect a vice-chairman to act in the chairman's absence. If no subcommittee chairman is elected, the REPC Chairman shall appoint one.
- c. Chairman of the subcommittee may hold this position until no longer qualified or chooses to resign the duties.

**2.0 MEMBERSHIP PROCEDURES**

**2.1. REPC Membership**

- a. If a member misses two or more consecutive meetings he/she should be contacted by the Membership Subcommittee. Recommendations should be made at the next REPC annual meeting to remove them from the roster if they have no interest or do not plan to remain active.
- b. Recommendations shall be considered in the order received.

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**2.2. REPC Executive Committee**

- a. The current REPC Chairman and the past REPC Chairman shall be responsible for obtaining nominations for any vacancies in the REPC Executive Committee and for the REPC Secretary-elect position in advance of the Annual Meeting.
- b. If any REPC Executive Committee member is unwilling or not qualified for a continued position, the REPC Chairman or past REPC Chairman shall be notified as soon as possible.
- c. All nominations shall be placed before the members at the annual meeting of the IEEE Rural Power Committee.

**3.0 ROSTER MAINTENANCE**

- 3.1. The Membership Subcommittee shall maintain the Official Roster of the REPC and the Subcommittees. Within thirty (30) days after each annual meeting of the REPC, the Membership Subcommittee shall publish an updated roster to be sent to all REPC members.
- 3.2. The Membership Subcommittee will receive recommendations for membership to the REPC, consider the merits of the application and make recommendations to the REPC at the next annual meeting.

**4.0 SUBCOMMITTEE RESPONSIBILITIES**

- 4.1. Each subcommittee shall develop its responsibilities and activities in addition to responsibilities and activities assigned by the REPC Executive Committee.
- 4.2. This listing of responsibilities and activities of each subcommittee shall be filed with the REPC Chairman and the REPC Secretary.
- 4.3. A report on all subcommittee activities shall be presented at the annual REPC meeting and included in the meeting minutes.

Amended April 15, 2012