August 31, 2021

**Nomination and Selection of PSOPE Technical Committee Awards**

**(Updated version, August 2021)**

(Prepared by Wenyuan Li, Awards and Recognition Subcommittee - PSPI Committee and updated by Anil Pahwa, PSOPE Awards Subcommittee Chair in August 2017, updated by Zhaoyu Wang, PSOPE Awards Subcommittee Chair in August 2021)

1. The PSOPE Awards Subcommittee was formed in 2017 upon reorganization of IEEE PES Committee structure when PSO and PSPI committees merged as a result of reorganization. The subcommittee has the following objective, mission and scope:

Objective: To recognize and honor the contributions of IEEE PES members in the PSOPE area

Mission: To render IEEE PES members in the PSOPE area feel appreciated for their contributions

Scope: Two recognition levels:

1. At the PSOPE level,
2. At the PES level.

According to the IEEE PES Awards,

1) “Each PES Technical Committee has the following Technical Committee-level awards they can request (one per committee per calendar year):

* IEEE PES Technical Committee Prize Paper Award
* IEEE PES Technical Committee Working Group Recognition Award for Outstanding Technical Report
* IEEE PES Technical Committee Recognition Awards for Outgoing Committee & Subcommittee Chairs
* IEEE PES Technical Committee Distinguished Individual Service Award”

2) Also, “the recipients of the prize paper, technical report, and technical standard or guide will additionally be considered for the PES level award presented annually at the IEEE PES general meeting.” Therefore, the recipients of prize paper, technical report, standard or guide at the PSOPE level can be also nominated as candidates for the PES level award.

3) In addition to the above mentioned awards, “Each Technical Committee is encouraged to recognize the contributions outstanding members who have gone above and beyond for their committee and does not necessarily fit into one of the other recognition award categories. … ………. This award category is up to the discretion of the Technical Committee Awards Chair and should be used to acknowledge outstanding members.” These recognitions are done through Certificates of Appreciation.

1. Subcommittee Officers:

The subcommittee will have a Chair, Vice Chair, and a Secretary. The officers of PSOPE will appoint the Chair. The Chair in turn will appoint the Vice Chair and the Secretary in consultation with the AdCom of PSOPE.

1. Award Nomination
	1. The general principle for nomination: while every effort is taken to recognize the contribution of the PES members in the PSOPE area, the quality of nomination must be ensured.
	2. In general, any PSOPE Committee member (including Awards Subcommittee members) can be a nominator. There is a restriction for a subcommittee member serving as a nominator (see Section 4-(3) below). For the PSOPE Prize Paper Award, a PES member who may not be a PSOPE Committee member can serve as a nominator.
	3. Subcommittee chairs or their appointees have an obligation to nominate a paper, technical report, technical standard (or guide) that is in the areas of their working group. They can do self-nomination only for the PSOPE WG Recognition Award and but cannot do self-nomination for the PSOPE Prize Paper Award, Technical Report Award, Technical Standard (or Guide) Award, Distinguished Service Award, and Certificate of Appreciation.
	4. Whoever serves as a nominator should not be part of the nominees except for the nomination of the PSOPE WG Recognition Award. For example, a nominator should not be an author or co-author of a nominated paper. However, A WG chair or a WG member can nominate a WG of which he/she is the chair or a member, for a WG Recognition Award.
	5. A nominator should provide the following materials:
		* A completed nomination form (see the attached 5 types of forms below)
		* An email for the nomination
		* A copy of the original paper, technical report, technical standard (or guide) if the nomination is for the Prize Paper Award, Technical Report Award, or Technical Standard (or Guide) Award
		* A description of WG’s work and achievements if the nomination is for the WG Recognition Award
		* A description of nominee’s work and achievements if the nomination is for the Distinguished Service Award
		* For a nominated prize paper, technical report, technical standard (or guide), the nominator must indicate in the nomination form if this paper, report, standard (or guide) is to be also recommended for the corresponding IEEE PES award.
		* For a nominated technical report or standard (or guide), the nominator must indicate in the nomination form if it is newly written by a working group (all new materials), or it was an existing technical report, but it has been rewritten with majority of new materials.
		* The outgoing chair of the PSOPE Committee and chairs of the subcommittees will be presented a recognition award for which a nomination is not required.
		* For Certificate of Appreciation send an email with name of the nominee and contributions in two or three sentences.
	6. A nominee must meet the criteria or restrictions in Section 5.
	7. The nominations must be submitted to the PSOPE Awards Subcommittee chair before November 1 each year by email to: wzy@iastate.edu.
2. Award Selection
	1. The award selection is performed by the PSOPE Awards Subcommittee’s Voting Group. However, the WG Recognition Award, Distinguished Service Award, and Certificate of Appreciation, the evaluation is performed by the Awards Subcommittee officers, Chair and Vice Chair of PSOPE.
	2. The subcommittee chair organizes the selection through emails. This should include a voting process. Before voting, all subcommittee members should read the nomination form and attached material (i.e., a nominated paper, report, standard/guide, or description of WG’s or distinguished service nominee’s achievements). For a nominated prize paper, technical report, or technical standard (or guide), all subcommittee members must also indicate in the voting whether the paper, report or standard (or guide) should be recommended for the corresponding IEEE PES award. If there is only one nominee for an award, the subcommittee should vote for acceptance or rejection.
	3. If an Award subcommittee member serves as a nominator or is a nominee, he/she cannot be involved in the voting process for the nominated candidate but has a voting right for other nominees.
	4. Selection should be completed before December 1. The subcommittee chair fills in the “technical committee award recommendation form” with signature and sends it to the IEEE PES Award and Recognition Committee for approval before December 31.
	5. After PES approves the recommendation of the PSOPE Awards Subcommittee, the recipient will be announced at the PSOPE committee meeting and a certificate issued by PES will be presented to the recipient.
	6. If a nominee is a recipient of the PSOPE technical committee award for a prize paper, technical report, or technical standard (or guide) and is also recommended for the IEEE PES Award, the selection is performed by the PES Award and Recognition Committee. If the nominee wins, the IEEE PES will contact the nominee of the selection and the award will be presented at the Awards Dinner of the PES general meeting.
3. Criteria and restrictions for the PSOPE awards
	1. A nominated paper, technical report or technical standard (or guide) should have a high-quality standard. A WG recognition award or a distinguished service award is service recognition and the contributions of a nominee in service should be clearly described in writing.
	2. A nominated prize paper must be a journal paper in the PSOPE area and must be published in an IEEE PES journal or magazine within previous three years (October 1 of year 20XX–3 to September 30 of year 20XX). A conference paper is not entitled. The author(s) of the paper are not limited to PSOPE committee members.
	3. Some sample benchmarks for a prize paper:
		* A paper focusing on both issues and methods should be superior to a paper focusing on algorithm only.
		* A paper focusing on both theoretical method and practical solution should be superior to a paper focusing on only theoretical method or only practical solution.
		* A paper with an actual example of utility system should be superior to a paper with a hypothetical example or test system.
		* A paper focusing on a new idea or resolving a new issue should be superior to a paper focusing on improvement of an existing method or problem.
	4. A nominated technical report or standard/guide must be published in an IEEE publication including IEEE internal publications (such as tutorial books). Revisions of a technical report, technical standard or guide cannot be considered for an award. It must be a new technical report or technical standard/guide, or an existing report or standard/guide which has been rewritten with a majority of new materials.
	5. A WG should not receive the WG Recognition Award more than once.
	6. A person should not receive The Distinguished Service Award more than once.
4. Attachments: The PSOPE committee award nomination forms for a prize paper award, technical report award, technical standard (or guide) award, WG recognition award and distinguished service award.

PSOPE COMMITTEE PRIZE PAPER AWARD NOMINATION FORM

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| --- | --- |
| Names of Authors:  |  |
|  |
| Institutions/Addresses/emails:  |  |
|  |
| Title of Paper: |  |
|  |
|  |
| Publication Data (Vol., Page, Date):  |  |
| Most Significant Contribution (s) of Paper: |  |
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Nominator’s name (also indicating WG if nominated by a WG):

 Email of nominator:

Signature:

Date:

*[ ]  Check if this paper is to be also recommended for the IEEE PES Prize Paper Award*. *Deadline for submission: September 30*

**Note: 1. An electronic copy of the paper must be attached.**

 **2. The nominated paper must have been published in an IEEE Journal within the previous three (3) years.**

PSOPE COMMITTEE TECHNICAL REPORT AWARD NOMINATION

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| --- | --- |
| Working Group Name (be precise):  |  |
|  |
| Title of WG Report and Publication Data (IEEE Pub., Vol., Date):  |  |
|    |
| Chairman of WG.: (name & email)  |   |
| Members of WG.: (names $ emails)  |  |
|   |
|   |
| Most Significant Contribution(s) of Report: |  |
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Revisions of a technical report cannot be considered for this award. Please indicate:

[ ]  A. This is a new technical report authored by this working group; all new material.

[ ]  B. This was an existing technical report, but it has been rewritten with a majority of new material.

Nominator’s name (also indicating WG if nominated by a WG):

 Email of nominator:

Signature:

Date:

*[ ]  Check if this report is also to be recommended for the IEEE PES Technical Report Award*.

 **Note: 1. An electronic copy of the report must be attached.**

PSOPE COMMITTEE TECHNICAL STANDARD/GUIDE AWARD NOMINATION

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| --- | --- |
| Working Group Name (be precise):  |  |
|  |
| Title of WG Standard/Guide and Publication Data (IEEE Pub., Vol., Date):  |  |
|    |
| Chairman of WG.: (name & email)  |   |
| Members of WG.: (names & emails)  |  |
|   |
|   |
| Most Significant Contribution (s) of Standard/Guide: |  |
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Revisions of a technical standard/guide cannot be considered for this award. Please indicate:

[ ]  A. This is a new technical standard/guide authored by this working group; all new material.

[ ]  B. This was an existing technical standard/guide, but it has been rewritten with a majority of new material.

Nominator’s name (also indicating WG if nominated by a WG):

 Email of nominator:

Signature:

Date:

*[ ]  Check if this standard/guide is also to be recommended for the IEEE PES Technical Standard/Guide Award*.

**Note: 1. An electronic copy of the standard/guide must be attached.**

PSOPE COMMITTEE WORKING GROUP RECOGNITION AWARD NOMINATION

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| --- | --- |
|  Working Group Name (be precise): |  |

Chair (name and email): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Members (names and emails): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Most Significant Achievements: |  |
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Nominator’s name (also indicating WG if nominated by a WG):

 Email of nominator:

Signature:

Date:

**Note: 1. An electronic copy of the description on the work and achievements of WG must be attached.**

PSOPE COMMITTEE DISTINGUISHED SERVICE AWARD NOMINATION

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| --- | --- |
|  Nominee Name: |  |

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| Most Significant Achievements in Services: |  |
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Nominator’s name (also indicating WG if nominated by a WG):

 Email of nominator:

Signature:

Date:

**Note: 1. An electronic copy of the description on the work and achievements of the nominee must be attached.**