

# PROFESSORS AND HEADS OF ELECTRICAL\* ENGINEERING

## *A Sectoral Group of the Engineering Professors' Council*

---

### CONSTITUTION

---

#### **1. Definition**

\* The term Electrical subsumes Electronic, Computing and Communication and related disciplines.

#### **2. Aim**

To act as a forum for the exchange and dissemination of information, activities, and concerns of, and to promote issues of interest to, Professors and Heads of Electrical\* Engineering (PHEE).

#### **3. Objectives**

- 3.1 To identify, represent and respond to the Engineering Professors Council (EPC) on matters of general concern to PHEE members.
- 3.2 To identify, represent and respond to other appropriate bodies on matters of specific concern to PHEE members.
- 3.3 To provide a focus for the PHEE community in order to stimulate discussion and promote best practice in the education, training and professional development of Electrical\* Engineers, and in research in our field in UK Higher Education Institutions.
- 3.4 To provide a communication channel between the PHEE community and the professional institutions and in particular The Institution of Engineering and Technology (IET) or any successor.

#### **4. Membership**

- 4.1 Members are Professors of Electrical\* Engineering in Departments or Schools in United Kingdom Universities and Heads and academic leaders of such Departments or Schools.
- 4.2 Associate Members are Emeritus, Retired, Honorary or Visiting Professors of Electrical\* Engineering, Heads of Department or Schools with courses in Electrical\* Engineering at United Kingdom Institutions other than Universities and appropriate Officers of any organisation deemed by PHEE to be relevant to its interests.
- 4.3 A membership list is maintained which is updated annually.

## **5. Meetings**

- 5.1 A Conference of PHEE is to be held annually.
- 5.2 Other meetings of PHEE are held as and when necessary.

## **6. Committee**

- 6.1 The day-to-day business of PHEE is conducted by the Committee. Membership of the Committee is by invitation or nomination. Nominations from the general membership are welcomed and should be supported by two members. A ballot of members will be held if necessary.
- 6.2 The Committee shall comprise four Officers, four ordinary members, ex-officio members and a number of co-opted members as the Committee itself shall determine.
- 6.3 The Officers are the Chairman, Vice-Chairman (who will normally be the Chairman Elect), Secretary and Treasurer. The immediate past Chairman shall be an ex-officio member of the Committee for two years after the expiry of his/her term of office.
- 6.4 The maximum continuous period of service on the Committee shall normally be five years; retiring members may return to the Committee after a period of one year.
- 6.5 Three Committee members, who are Members of PHEE, shall constitute a quorum. In the absence of the Chairman, the Committee shall elect one of their number to chair a meeting.
- 6.6 The Chairman shall normally serve for two years and during that period serves as an ex-officio member of the Committee of the Engineering Professors' Council. Other officers and ordinary members shall normally serve for three years.
- 6.7 Officers and members of the Committee must be Members of PHEE, co-opted members of the committee must be Members or Associate Members of PHEE.

## **7. Finance**

- 7.1 The annual conference and other meetings organised by PHEE shall normally be self-supporting.
- 7.2 It is intended that a financial reserve be normally maintained at least equal to the annual running cost of PHEE.
- 7.3 A statement of income and expenditure is to be presented at the Annual Conference.

## **8. Constitution**

This constitution should be subject to regular review by the Committee and substantive changes presented to the Annual Conference for approval.