

Technical Committee on FLEPS (Flexible Printed Sensors and Systems)

Bylaws & Policies

Version tracking:

Version	Version Date	Originator	Summary of Changes
1.0	April 22, 2025	Ravinder Dahiya	Initial version
2.0	April 3, 2026	Ravinder Dahiya	Addition of a clause in section 2.2.1 – Under Members

This document presents the Bylaws of the Technical Committee on Flexible Printed Sensors and Systems (TC-FLEPS) of the IEEE Sensors Council (SC). The bylaws can be altered by majority vote of the elected TC-FLEPS members.

1. Purpose & Activities

1.1 Purpose

To promote the advancement of science, technologies, and applications in flexible printed sensors and systems and to enhance interaction with similar organizations within IEEE, as well as other professional organizations, and throughout the world.

1.2 Activities

- 1.2.1 Plan, organize, and operate the TC-FLEPS flagship annual meeting – the IEEE International Conference on Flexible Printed Sensors and Systems (FLEPS). Contribute to organizing symposia, seminars, workshops and sessions at technical meetings of the Council or of the IEEE, at all levels, and at meetings of other organizations having cooperative relationships with SC, in accordance with IEEE rules and procedures and the rules of such meetings.
- 1.2.2 Plan, organize, and operate educational events in the field, such as summer school or other seminars, webinars, and workshops.
- 1.2.3 Assist with organizing special issues, invited papers, and the review of papers in collaboration with IEEE journal editors.
- 1.2.4 Assisting the FLEPS technical program committee in review of papers submitted to FLEPS and other SC conferences.
- 1.2.5 Assisting the FLEPS technical program committee in implementation of Journal-Conference Synergy initiative of SC.
- 1.2.6 Nominate candidates for SC and IEEE awards, prizes, and leadership positions.

2. Membership

2.1 Expectations

TC-FLEPS members are expected to be IEEE members of good standing. Personal commitment and willingness to serve are expected. Members who are unable to commit to the responsibilities may be excused from the TC-FLEPS.

2.2 Composition

2.2.1 The TC-FLEPS has three levels of memberships: Member, Member-at-Large, Affiliate Member. All grades of membership will receive an invitation to participate in the annual meeting, aligned with FLEPS.

Member. All Full Members have voting rights.

- The total number of members cannot exceed 20, including founding members.
- Nominated by an existing member using a nomination form
- Voted by existing members
- Term is 3 years. Renewable for a second term.
- Founding members of FLEPS can continue as honorary members, on the committee, as long as they are available.
- Expected to initiate new TC-FLEPS activities, chair sub-committees, and participate in the annual TC-FLEPS meeting (during FLEPS)
- Budget allowed (subject to availability of funds), reimbursed for one day of hotel stay to attend an annual in-person TC-FLEPS meeting
- Invited to appreciation dinner during FLEPS.

Member-at-Large. Non-voting members appointed by the Chair and coordinated by Vice-Chair.

- Not to exceed 1/3 of total membership
- Term is 3 years. Renewable for a second term.
- Opportunity to substantially participate in sub-committees of TC-FLEPS and initiatives
- Included in TC-FLEPS mailing list and all TC-FLEPS communications, excluding elections of new full Members
- Option to participate in the annual TC-FLEPS meeting
- Potential candidates for becoming voting members

Affiliate Member. Non-voting members appointed by the Chair

- Unlimited in number
- Term is unlimited
- Opportunity to participate and contribute to activities of TC-FLEPS
- Included in TC-FLEPS mailing list and Informed about TC-FLEPS activities, including new published and educational materials

- Space permitting, affiliate members may be invited to participate in the annual TC-FLEPS meeting
- Potential candidates for becoming Members-at-Large.

2.2.2 The TC-FLEPS Executive Committee (ExCom) includes Chair, Vice-Chair, and Past-Chair

Chair. In accordance with the SC Operational Manual:

- Each TC will develop their own process for Selection of Technical Committee Chairs (TCC).
- The TC will have Chair appointed by the President in concurrence with Vice President of Technical Operations (VP-TO).
- The Chair will serve for two years.
- The Chair is eligible for reappointment and cannot serve more than three consecutive terms without a break from the role of one term.
- Each TC will have a Leadership group appointed by the TC Chair taking into consideration various IEEE Policies.

Vice-Chair. The Vice-Chair is Elected by Members of TC-FLEPS. *Vice-Chair position automatically succeeds to the position of Chair then Past-Chair.* This position has the voting rights.

- Candidate should be a Member of TC-FLEPS
- When possible, at least two candidates should be considered for the position
- Vice-Chair position automatically succeeds to the position of Chair

Past-Chair. Chair position automatically succeeds to the position of Past-Chair. This position has the voting rights.

The ExCom meets every three months and addresses the most urgent needs of TC-FLEPS.

2.2.3 The TC-FLEPS Advisory Committee is formed by the immediate Past-Chair of TC-FLEPS and includes previous Chairs of TC-FLEPS

- This position does not have voting rights
- Coordinated by Past-Chair of TC-FLEPS
- Advising on all TC-FLEPS activities
- Option to participate in the annual TC-FLEPS meeting
- Invited to appreciation dinner during FLEPS.

The AdviseCom meets at least every six months, for example, before FLEPS and other SC conference.

3. Standing sub-committees

3.1 Conference Planning Committee (CPC)

- CPC is Chaired by a voting member of TC-FLEPS.
- Chair of CPC sub-committee is appointed by TC-FLEPS Chair in consultation with TC-FLEPS ExCom
- Structure of the committee is to be defined by the sub-committee chair. The committee is encouraged to be comprised of a diverse group and include all member grades.
- Term of service 2 years
- Responsible for identifying future FLEPS sites, with a 5-year horizon. Recommendations are presented and voted at the annual TC-FLEPS member meeting.

The CPC committee meets at least every 6 months.

3.2 Committee on Strategic Planning and New Initiatives (StratCom)

- Chair of the StratCom is the Vice-Chair of TC-FLEPS or an appointee of the TC-FLEPS Chair
- Structure of the committee is to be defined by the sub-committee chair. The committee is encouraged to be comprised of all member grades.
- Term of Service is defined by the term of the Vice-Chair
- Responsible for identifying new activities, and funding opportunities (SC's NI, IEEE, etc.). Status is presented at the annual TC-FLEPS member meeting.

The StratCom committee meets at least every 6 months.

3.3 Committee on Nominations, Awards, and Elections (CNAE)

- Chair of CNAE is the Past-Chair of TC-FLEPS or an appointee of the TC-FLEPS Chair
- Term of Service is defined by the term of the Past-Chair
- Structure of the committee is to be defined by the sub-committee chair. The committee is encouraged to be comprised of all member grades.
- Responsible for:
 - election of new TC-FLEPS voting members,
 - identifying nominees for the Vice-Chair position,
 - proactively encourage nominations for SC awards, IEEE awards, prizes, and leadership positions. For example, SC's Service Awards, Leadership Awards, and *Technical Achievement Award, Best Paper Awards, Fellow nominations, Distinguished lecturers as well as other field awards.*

The CNAE committee meets at least every 6 months.

3.4 Committee on Publicity (CP)

- Chair of CP is appointed by the TC-FLEPS Chair
- Term of Service – 2 years
- Responsible for
 - Advising Org Committee of FLEPS on social & entertainment program
 - Keeping active and relevant FLEPS social channels
 - Having an up-to-date website
 - Quality control of TC-FLEPS products, e.g. recordings of FLEPS posted on SC's YouTube Channel

The CP meets at least every 6 months.