

IEEE Distribution Subcommittee  
Vice Chair Report  
January 18, 2006

Between June 2005 and January 2006, the subcommittee has been assigned a total of 23 transactions grade papers to review. Of these, 11 were new papers and 12 were revisions. This is down slightly from the same period last year. The web site for the process is located at: <http://tpwr-d-ieee.manuscriptcentral.com/> .

About once a month I send out a list of papers that require review by the subcommittee to the members of the subcommittee. I'll ask for volunteers to review the papers. After someone volunteers I will assign him or her to review the paper(s) in the system. This will automatically generate an email to the reviewer giving them the web site's address. The reviewer then will log into the system and review the paper(s).

If you do volunteer to review a paper, please make every effort to complete the review within a month. IEEE/PES has the goal of completing reviews within 90 days. As the paper may have been received up to a month before I ask for volunteers, those that do volunteer to review the paper should make every effort to review it in a timely fashion. If there are a sufficient number of reviews returned and the paper is approaching the 90-day limit, I will return the review with those that have been received. Overall, the Distribution Subcommittee is doing its part to meet the 90-day turn a round for reviews.

Please make sure that your contact information is up-to-date on the membership list, especially your email address. Working Group Chairs, please make sure your membership list are up-to-date and if there are any new members, please send me their names and email addresses. This will help me keep the reviewer email list current.

On another note, if there are any new engineers within your company, one way to get them involved within IEEE is to have them review transaction papers. This could also become a good learning experience for these engineers. If there are any new, or newer, engineers within your company that you feel are qualified, please send me their contact information. If we can get some new reviewers, maybe we can get them to attend meetings in the future and add to our membership base.

*Submitted by John M<sup>c</sup>Daniel, IEEE Distribution Subcommittee Vice Chair*