MINUTES OF THE MEETING
11TH IEEE HYDERABAD SECTION MEETING, 2019 SLATE
Date: November 10th, 2019 Time: 9:30 PM to 12:50 PM
Venue: IEEE Hyderabad Section Office, 644-645, Al-Karim Trade Center, Ranigunj, Hyderabad – 500 003

Total Section Execom Members Attended: 15

Please find all the presentations shared during the Section 11 Meeting:

https://drive.google.com/open?id=1hz31s7KUsWKwasbJaTUAicvhnhtZDQ2i

1. **Chairman Address (Represented by N Venkatesh)**
   a. Chapter activities and L31 reporting – all chapters must adhere to the minimum requirement of 6 events. Chapters falling shorting of minimum 6 events are as follows:
      i. Education Society filed only 2 Events
      ii. TEMS Society filed 0 Events
      iii. YP filed 0 Events
      iv. Photonics Society filed 0 Events
      v. MTT/APS/EMC filed 3 Events

      (Action: Prof Sivasarma to consider organizing four events before December.
      YP to contact Dr SLN to see that two events organized in Vizag Bay area to enable filing L31. Dr. Aditya Rao and Dr PV Ramana is requested to organize at least 6 events before December. Sri Bala to follow up immediately)
   b. Best Chapter Award: Atul Negi to share and announce the nominations for Best Chapter Award (Action: Norms are to be announced to all the Chairs. Prof Atul Negi)
   c. Chapter Chairs should start working towards 2020 Plan
      i. Distinguished Lecture requests need to be applied through Society
      ii. Funding options to be examined and judiciously followed

      (Plan 2020 need to be presented in First SEC on 18-1-2020. Action: New Slate)
   d. Chapter Chairs to provide feedback and suggestions to Nominations Committee for Next Year Execom members
   e. Vizag Bay Subsection – Chapter involvement.
      Dr SLN mentioned that 4/5 Chapters will be fully formed immediately after formation of Vizag Bay full Section. (Action: SLN to prepare the basic work in this direction)
   f. Formation of new Chapters
      i. Robotics Society
      ii. Industrial Electronics Society : Suggestion is to merge PELS with Industrial Electronics
      iii. Reliability Society formation
   g. Shared leadership possibilities are to be evaluated for more members to be inducted. Information to be passed to nominations committee
   h. **Mentoring of Students by IEEE Senior Members**
      i. Meritorious Engineering Students who have finished their 3rd year
      ii. Minimum of 75% marks or 7.5 CGPA

   iii. Duration of internship: 2 months full-time, strongly preferred to be contiguous months
   iv. Roughly 300 hours
   v. Each SM can mentor no more than 2 students and they should be from different colleges apart from host institution.
   vi. Fund of Rs.1,00,000 per year will be reserved for this and this will be granted to Senior Members towards this works.
   vii. Call for mentors will be made through eNotice by December (Action: Secretary)
i. AGM Meeting Planned on January 18, 2020 with following agenda
   i. 12:30 PM to 1:30 PM - Lunch
   ii. 1:30 PM to 4:00 PM – AGM
   iii. 4:00 PM to 4:15 PM – Tea Break
   iv. 4:15 PM to 5:30 PM – First Section Execom Meeting – 2020

2. **Treasurer Agenda (Represented by Srinivasa Nookala)**

   a. Funds Received
      i. AISYWC Funds of USD 1000 (Rs. 71310) received from ComSoc
      ii. Funding for SPAA Event Sasi Inst of Eng & Tech. Rs.17,827.50 (Bills Received)
      iii. SPAA Funding for CMR Institute of Technology ATTN: Vijayalata Yellasiri vijaya@ieee.org of Rs.35,655.0
   b. Travel Reimbursement
      i. Local travel for attending SEC meetings @Rs.600/meet to be paid during Dec 2019
      ii. Vizag Sub Section : Air Travel (lowest actuals)
      iii. Ananthapur & Guntur & Rajamundry & Warangal/Bejawada - 2Tier A/C train Tickets maximum up to Rs.2000/- only and for Road travel using Car upto Rs. 3000/- only will be paid
   c. Approvals
      i. Matrusri Engineering College got approval from IEEE MTT-S HQ funding $1500 for 2 events to be organized during November 18~20, 2019 under the theme of Recent advances in Antennas & Microwaves with applications (Faculty & Research scholars)-Technically co-sponsored by IEEE HYD-MTT-S & Approved in Last SEC ; 25 participants registered as on 10-11-19; still few more we are expecting; everything ready. Seed Money of Rs. 60000 approved
      ii. Two days workshop on antennas for student members during Dec 2019 / JAN 2020
   d. Advance Approvals
      i. All Chapter Chairs/Volunteers/members are requested to take necessary approvals for next two months including Advances if any needed including minute details of budget too.
      ii. December 10, 2019 is the deadline for issuing cheques or payments. After this date, No payments will be made, unless urgent

iii. Please submit Original Bills Hard copies signed by chapter Chair including L-31 reports of events starting from JAN-DEC 2019 positively.

iv. Due to Auditors objections Crossed cheques only issued in the name of Chapter Chair/AG etc.,

e. Payments

i. Ananthapuramu & Vizag Bay Subsections Rs.50000/-. Each Transferred during Sept 2019 for organizing events next two months. Ananthapuramu Sub-Section bills are not received. Vizag Bay Bills Received. (Action: Prof Shankar)

ii. AISYWC2019 payments were released including LM travel & Madras Section volunteer hotel stay charges & News coverage too etc., but internal audit was made by Treasurer & Past Chair Sri. Kannan with satisfactory report. All payments related to this event were settled as on today. But few receivables are there from USA.

iii. John McCarthy Lecture on November 14, 2019: Food & hotel charges will be paid directly to PLAZA HOTEL crossed cheque by Section. (Rs.24,000/- as per email from Chair earlier) ; whereas the amount of Rs.7000/- will be paid to concern after submitting the bills.

f. Voucher and Honorarium Guidance

i. Do not pay Honorarium for experts unless SEC approves.

ii. For all payments you received from Section, please acknowledge by signing on Sections Voucher

iii. Hand written & Rubber stamped bills are not allowed

iv. Payments below Rs.1000/- only be allowed through IEEE HYD Sections' Voucher signed by concern

v. IEEE Hyderabad section has identified & approved few vendors during last 15 years namely Stationery/ cabs/hotel/printer/ mementoes/ etc., please utilize them only.

g. Flagship Lectures to be funded by Section

i. Lalitha Memorial Lecture

ii. J C Bose Memorial Lecture

iii. Education Society Lecture

h. Auditor Related

i. GIEEE INDIA office funds utilisation certificate(2018-19) issued ;verified and submitted before October 31, 2019

ii. Appointment letter to Auditor(s) released based on SAGM Resolution

iii. GST – Related: IEEE Hyderabad Section has to pay GST @ 18% of Total expenditure vs Income for JAN-DEC 2019

   a. Senior Auditors will give a letter stating that for which component GST to be paid? Or not? It is in the process.

3. **Vizag Bay Subsection (Represented by KV Sriram)**

   a. **Conducted Events**

     i. Benefits of IEEE membership at Pragathi Engineering College on October 29, 2019 – Jointly with SPS, Hyderabad

    ii. Professional Members Meet and Invited talk on "*Modeling and optimization in Engineering using evolutionary computing tools*" on September 11, 2019 at Vishnu Engineering College

   iii. EC Meeting held on October 26, 2019 to discuss on future events, reimbursement for attending EC meetings and WIE Events with proposals. A committee with Dr Abraham and Dr SLN is constituted to oversee the moralities.

   iv. Student branch Inauguration at NIT, Tadepalligudem on November 16, 2019. Travel grant for Sri Sriram, Dr Abraham and Dr SLN is approved.

b. Future Events

     i. CAS/EDS Workshop on December 12 ~ 14, 2019 at Raghu Institute of Technology

    ii. Edu Society Invited Talk on November 20, 2019 on *"Teaching strategies for 21st century learners" by* Prof DVSS Siva Sarma at Venue: PSCMR College of Engineering & Technology

   iii. Sub Section Student Congress planned on November 30, 2019. Section approved the budget for travel towards Chief Guest and Guest of Honor

   iv. MTT/AP/EMC Invited Talks by Sandeep Satav M and Dr. MLN at IETE Bhavan

    v. WIE Events on "Women's Role in India Defense Research" by Mid December 2019 Two days. Budget will be managed through SMC Fund of WIE AG

   vi. Talk on "Recent trends & technologies for young professionals" by Dr. C. V. K. Bhanu and Robotics by Prof A B K Rao at GVP College of Engineering on December 5, 2019

(All above events are approved)

c. IEEE India Council Sub Sections Congress 2020

     i. Section Execom mentioned – Subsection can endorse any number of colleges

    ii. Section has NO objection and there will be NO funding arrangement for this conference from Section or Sub-section congress.

   iii. Vizag Bay Sub Section to discuss with IEEE IC for the further process.

4. **Ananthapuramu Subsection**

a. One day workshop has been conducted on " RECENT TRENDS IN SMART GRIDS" on October 19, 2019

b. A five day hands on training work shop on Power Converters Design has been conducted during Sept 25 ~ 29, 2019

c. Organized an Inaugural Function of SVEC IEEE WIE Affinity group on 13th September 2019.

d. Conducted Technical Seminar on " Women In Engineering: Challenges and Opportunities" and Poster Presentation on "Role of Women In Engineering". By Dr. Neelima Satyam and Dr P C Krishnamachary

e. A talk on Research avenues by Dr. Marayati Binti Marsadek and Dr. Norziana Binti Jamil UNITEN, Malaysia on October 17, 2019

f. Upcoming Events

    i.   3-day w/s on " Pedagogical Skills for Faculty in Outcome Based Education", in collaboration with IEEE Education Society chapter during December 6~8, 2019 at JNTUA.

    ii. 3rd Executive Committee meeting an November 20, 2019 with ECM,WIEAG ECM, MDC ECM of ATPSS. Budget of Rs. 10000 to be spent from the availed Rs. 50000 Subsection budget.

5. Guntur Subsection

No Representation

6. Newsletter (Represented by Arifuddin Sohel)

    a. Mousmi Chaurasia will share the newsletter – call of articles this week. Will be publishing next newsletter by January 2020

7. Conference Committee (Represented by Amit Kumar)

    a. TALE Conference – Sent the support letter. Section Members will be part of the committee

    b. HydCon 2020:
        i.   Tutorial Tracks under progress
        ii. eDS has been chosen as Paper Management System
        iii. Call for Papers sent
        iv. R10 Email (USD 250) will be used from HydCon 2020 seed money to send broadcast mailer
        v.   Hydcon 2020 flyer shared in TENCON at kochi
        vi. Humanitarian Technology Concave – we are going to broadcast and publish about the event
        vii. Venue Recommendation
           a. BITS Pilani was recommended for the event hosting
           b. All Section members are requested to share other suggestions to the Hydcon committee (amitkr@ieee.org)
        viii. Chapter funds raised will not be diverted to HydCon event
        ix. Indicon at Rajkot – India Council meeting will happen. Approved Budget of upto Rs. 15000 towards Amit Kumar travel.

8. Website and Social Media (shared by Bala Peddigari)

    a. www.ieeehyderabad.org has been reviewed by the Section
    b. All eNotices and L31s will be used as input to update the website proactively.
    c. Reviewed the Upcoming Events and Flagship events pages along with Quantum Computing SIG page as well

9. SAC

No Representation

10. Membership Development

No Representation

11. Awards and Nominations Committee

No Representation

12. STEM Committee

No Representation

13. Young Professionals Society Affinity Group

No Representation

14. Women in Engineering Affinity Group (represented Dr Padma Sai)

a. One event organized at Sri vidyaniketan Engineering College – Inauguration o WIE AG student branch" – Support upto Rs. 10000 to be granted upon submission of bills.
b. Lalitha Memorial Lecture to be planned and conducted either by November 29, 2019 or by December 1st week – Venkatesh to confirm the dates. B Jaya, Director of Defense Intelligence Agency is expected to deliver talk. Jaya comes with 35 years of experience and from Defense Electronics background. Section will support the LML Flagship program.
c. Intel Senior Principal, Henry will be visiting Hyderabad – he will be delivering expert talk on December 17, 2019. Section recommended this to be a IEEE Full fledge event by WIE AG.
d. WIE AG and Computer Society jointly organizing an event on "Statistics in Machine Learning" on November 22~23, 2019 at VNRVJIT
e. Industrial Innovation Fair – organized in Hyderabad with Government of Telangana.
    i. One Knowledge Sharing session can be organized by WIE AG.
    ii. Outreach broadcast through eNotice will be done. IEEE can be recommended as an Outreach partner without financial commitment – which gives publicity to 6000 members. No Financial commitment.
f. Submitted Proposals
    i. IEEE Global Summit
    ii. Signal Processing Winter School

15. Life Members Affinity Group (Email sent by R Balasubramanian)

a. L-31 submitted for the Inaugural Panel Discussion on "Experience of LM's with IEEE & Giving Back to IEEE and Community as LM's", delivered at AISYWC-2019 on 29th Sept. '19.

b. Proposed event on An LM Members Meet + Technical Talk / Panel Discussion on " Model UG Curriculum in EE"

16. Industrial Relations Committee

No Representation

17. ComSoc/SPS Joint Chapter

No Representation

18. MTT/APS/EMC Joint Chapter

No Representation

19. CIS/GRSS Joint Chapter

a. A Total of 10 events conducted in this financial year. All L31 Reports filed
b. Received fund of 2200 USD for Workshop on Unboxing SAR
c. TENGARSS- 2019: Completed and Report is Submitted to IEEE GRSS Adcom and R10 News Letter.
d. The Chair of CIS/GRSS Chapter has attended two Chapter Chair Meetings of GRSS to discuss GRSS India Initiatives. Received $1200 to host Winter School during December.
e. Upcoming Events
    i. 4th John McCarthy Memorial Lecture – by Prof. M. Vidyasagar, IITH on *Artificial Intelligence: An Unfinished Revolution.* Date: 14th November 2019 @ Hotel Plaza, Hyd.
    ii. Winter School on "Advances in Hyperspectral Remote Sensing and its Applications" on December 18~22, 2019
    iii. Chapter Execom Meeting – Plans for the Year 2020 – Tentatively on 14th November 2019.
f. Approved Budget of Rs. 31000 of John McCarthy Memorial Lecture – Post event expenses will be settled upon the receipts. Plaza bill will be paid directly. Hitendra Sarma will spend petty expenses and amount will be reimbursed upon bills submission.
g. Winter School on "Advances in Hyperspectral Remote Sensing and its Applications" – advised by Section to organize CIS/GRSS event during December 18 ~22, 2019 in Guntur by sending eNotice and L31 report – Chapter Execom travel will be funded against CIS/GRSS event. Budget will be approved once details are shared in Email.
h. Chapter Execom Event to be done at Section office. Venu will arrange High Tea requirements – No Budget approved.
i. Action Item: L31 Report to be filed for GRSS Chapter chairs meeting as Administrative event
j. Budget Approved:
    i. Rs. 3000 for Speaker travel against the acknowledgement receipt of Speaker about receiving the amount is needed for "Block Chain Technology: The Future of Cyber Security from Cyber Attacks"

ii. Rs. 3000 to be settled against upon bills submission (verify and reimburse) towards Blockchain Technology: Applications & Career Opportunities

iii. Rs. 9570 to be released – Verify the bills submission towards Expert Talk on Applications of Geoinformatics to solve groundwater problems in hard rock terrain of the country

iv. Rs 5500 to be released – Verify the bills submission towards Applications of Geoinformatics to solve groundwater problems in hard rock terrain

v. Rs. 2551 to be released – Upon L31 Report filing and bills submission towards GRSS Chapter Chairs meeting

vi. Rs. 1331 to be released for Expert talk by Prof Alejandro Frery's – L31 Report filing and upon bills submission and verification

Verified: All L31 reports filed except GRSS Chapter Chairs meeting and Expert talk by Prof Alejandro Frey's. Treasurer will validate the bills received and settle the payments accordingly.

20. CAS/EDS Joint Chapter

a. Technical talk on wearable devices on Healthcare conducted on October 23, 2019
b. Upcoming Events
   i. Data Converter Design on Nanometer CMOS – Recent Trends on November 18, 2019 at AMS Semiconductors
   ii. IOT / ML Third Workshop at Raghu Institute of Engineering and Technology from December 12-14, 2019. Dr S Lakshminarayana is coordinating event at Vizag
   iii. IOT/ML Fourth workshop at Ananthapuramu – working dates with Dr. Mamatha
   iv. IEEE IOT Hackathon planned on December 28-29, 2019
   v. Analog IC-based design in collaboration with ams Semiconductors Pvt. Ltd. at Anurag Group of Institutions on November 22-23, 2019. Budget approved for Rs. 3000 (from Chapter support fund of 3500 USD)
   vi. MOS AK Papers approved for publication by Quality review committee
   vii. Next MOS AK planned in February 2021
   viii. IEEE CAS CoE setup on Smart Cities at Osmania University – Coordinating the effots.

21. PES/PELS/IAS Joint Chapter

No Representation

22. Educational Activities (R Balasubramanian shared updates over Email)

a. Continued association with Virtual Labs at IIIT Hyderabad
b. 10 Workshops conducted with 42 sessions coverage
c. Total Colleges connected: 10
d. Students Connected: 2845
e. Faculty development Program on "Algodynamics conducted Jointly with IIT Hyderabad on November 9, 2019 – 26 participants attended.
   i. Receivables: Rs. 15340 (Inclusive 18% GST) ; Expenses: 11510

23. **Education Society (Represented by Dr. D V S S Siva Sarma)**

   a. 3 day program on "Pedagogical Skills for Teachers in Outcome based Education is planned from December 6 to 8, 2019. Approved Budget of Rs. 9000
   b. IEEE Talk on "Teaching Strategies for 21st Century Learners" is planned on November 20, 2019 at PSRMR College of Engineering
   c. A One day workshop for Teachers on "Effective Teaching/Learning Paradigms and Research Paper Writing" on November 23, 2019. Approved Budget of Rs. 6000

24. **TEMS Society**

No Representation

25. **Photonics Society**

No Representation

26. **Computer Society + Quantum Computing SIG (Represented by Prof M A Jabbar)**
   a. Workshop on Quantum Computing is planned on November 16, 2019 – as of today 66 delegates registered.
   b. A Talk on HAM Radio planned at Vardhaman College of Engineering in December 12, 13
   c. AHCSSC Conference
       i. Brochure is prepared
       ii. Seed Money of Rs. 20000 Approved; Registrations cash received to the Section Account will be released as and when requested.
       iii. Opening up for registrations in 3 tiers
            a. IEEE Member with Computer Society
            b. IEEE Member
            c. Non-IEEE Member

Section Execom Members Attended

   1. N Venkatesh, Chairman, IEEE Hyderabad Section
   2. Amit Kumar, Vice-Chairman, IEEE Hyderabad Section
   3. Bala Prasad Peddigari, Secretary, IEEE Hyderabad Section
   4. Dr Srinivas Nookala, Treasurer, IEEE Hyderabad Section (WebEx)
   5. Prof M A Jabbar, Vice-Chair, Computer Society (WebEx)
   6. Dr Padma Sai, Acting Chair, WIE Affinity Group
   7. Lakshminarayana Sadasivuni, Member, Section Executive Committee
   8. KV Sriram, Chair, IEEE Vizag Bay Subsection
   9. Hitendra Sarma, Chair, CIS/GRSS (WebEx)
   10. Arifuddin Sohel, Chair, CAS/EDS
   11. Y V Siva Reddy, Vice-Chair, Ananthapuramu Subsection
   12. Sreenivas Jasti, Member, Section Executive Committee (WebEx)
   13. Dr Atul Negi, Awards and Nominations Committee (WebEx)
   14. Sankar V, Chair, Ananthapuramu Subsection (WebEx)
   15. D V S S Sarma, Chair, Education Society