



MINUTES OF THE MEETING
4th IEEE HYDERABAD SECTION EXECUTIVE COMMITTEE MEETING
Date: April 5, 2020 Time: 9:30AM to 1:20 PM (IST)
Venue: Virtual Meeting Over WebEx

Chapter Activity Planning Presentation are uploaded here:

<https://drive.google.com/drive/folders/1IywYjVxZ5CGiLUnDLEMXd4AmaHkxovys?usp=sharing>

Amit Kumar called to order the Fourth SEC meeting of IEEE Hyderabad Section at 9:30AM on April 5, 2020 through Virtual meeting over Webex to discuss on Chapter, Joint Chapters, Affinity Group and Subsection Activity Planning

1. Secretary Address – Bala Peddigari

- a. Bala Peddigari, Secretary has Welcomed all the SEC Members and called out the Agenda for SEC-4 meeting.
- b. SEC-3 Minutes were displayed for adoption and it was approved by N Venkatesh
- c. IEEE Hyderabad Section has conducted 235 events as per Vtools. Women in Engineering AG and Education Society were Leaders in conducting the events.
- d. Bala mentioned that IEEE Hyderabad Section supports Virtual Webinars and Webex will be provisioned based on the request from Chapter Execom. Instructions for Virtual Webinar has been shared already with all SEC members
- e. Bala requested Chapter Chairs to ensure events are created before eNotice is circulated, registrations can be done within scheduled Webex event and L31 Reports are filed immediately
- f. Bala mentioned Digital Certificates for Speakers and Participation Certificates can be sent – Chapter Chairs can coordinate with Venu to do the same.

2. Treasurer Updates

- a. Guidelines associated to Student Branch, Memorial Lectures, Vendor Payments and Zonal congress and Travel Reimbursements was shared – Refer Treasurer presentation in the link given above.
- b. Recommendations to choose Venues for organizing events were provided.
- c. Current status of GST payments updated
- d. Guntur Subsection account is opened and it is ACTIVE now.
- e. **ACTION ITEM: INCAP2019 –IEEE MTT-S –issue to be settled at the earliest. Amit suggested to work with Sandeep Satav, Chair, MTT society to resolve this issue. Srinivasa Nookala to setup the meeting and resolve the issue.**
- f. **ACTION ITEM: AISYWC2019 ; SURPLUS actuals to be calculated & do the needful ; as per Chairman’s directive IEEE HYD Section has to transfer surplus @50% to IEEE IC if surplus exists. This is approved by SEC.**

- g. MGA Updated on Finance
 - i. Finances and MGA related data uploaded, acknowledgement received.
 - ii. Section and SB rebates are expected to be received in later part of the year
- h. Suggestion from Treasurer
 - i. Treasurer suggested to offer free one year IEEE Membership/High storage pen drives to winner of contests organized by chapters/AGs
 - ii. Cash payment as honorarium should be avoided.
 - iii. Arifuddin Soheli suggested Cash Payments should be approved if it is part of Event Proposal and Mementoes can be given based on organizer's choice
 - iv. Vamshi suggested Cloud credits can be given to developers for Hackathon in response to Vidyasagar's suggestion to give cash prizes for Hackathon / contest winners
 - v. Venkatesh suggested to give contest winners Amazon Gift Vouchers.

3. Student Activities Committee - G Sree Lakshmi

- a. Student Network members meeting scheduled on April 1, 2020
- b. Planned Events
 - i. One Branch Counselor meet during second week of April
 - ii. IEEE COLLABRATEC WEBINAR with IEEE CS chapter
 - iii. One SN Members meet in the third week of April
 - iv. Identifying volunteers with specific talent, grouping them
 - v. Organizing an Event VIRTUALLY and enlighten the SBs to start organizing events with the help of technology
 - vi. Plan and organize one Networking event virtually with two or three SBs in the end of April
- c. **Section Student Congress 2020**
 - i. Planning for Section Student Congress SSC-2020. Theme Identification (One of the below)
 - 1. "Use of Technology during Disaster Management"
 - 2. "Root causes of Disasters - Human Innocence or Intelligence"
 - ii. SAC Chair requested all to suggest more themes before April 30.
 - iii. Pending activities : Venue, Forming of Committees, Financial Plans ;
Initial discussions will be organized in April and will be placed in
* Depends on Lockdown and other situations !
- d. No funding required at this moment
- e. Amit Kumar suggested that SAC Chair should be looped for all Student Branch events event if they are conducted by Technical chapter at student branches
- f. Vijayalata mentioned Student Branch may misuse usage of logos. SAC Chair can connect with Chapter Chairs
- g. Bala Peddigari suggested to have backup plan to conduct Section Student Congress in Virtual mode if situation demands.

4. Membership Development Vinit Kumar Gunjan

- a. Defining the process of planning webinars

- b. Lockdown situation is pushing the face-2-face connect
- c. Membership Development activities and Webinars
- d. Membership Renewals : Reminder to be sent by MD Chair
- e. Data of Membership of Student branches to be sent to Sree Lakshmi
- f. Venkatesh suggested some events can be planned to restrict to IEEE members (with exclusive invites).

5. Awards and Recognitions – Sreenivas Jasti

No updates presented. Will be working on the same.

6. Women in Engineering – Padma Sai

- a. SPARKLE 2020 (Skill Development for Young Minds), VCE
- b. Inauguration of WIE at Balaji Institute of Technology & Science, Warangal
- c. Three-day Congress on AHWIESC on 5th – 7th Mar 2020 at Geetanjali College of Eng & Tech.
- d. Women's day celebrations on 7th Mar 2020 at GRIET
- e. Women's day celebrations on 10th Mar 2020 at VNRVJIET
- f. Women's day celebrations on 10th Mar 2020 at VCE.
- g. Women's day celebrations on 13th Mar 2020 at CVR.
- h. Two days INFERNO 2.0 event at VNR VJIET ON 20 and 21st March 2020
- i. Two-day Women conclave on 3rd – 4th April 2020 at service now.
- j. One day workshop on women challenges in CVR COLLEGE OF ENGINEERING on 23rd April 2020 .
- k. Budget Approved: Rs. 7500 towards Women's Day Celebrations

7. Young Professional Affinity Group – Vamshikrishna J

No updates

Suggestion: IEEE is inviting speakers for Virtual events through website <https://students.ieee.org/virtual-speakers/>

8. Life Members Affinity Group – R Balasubramanian

- a. Two webinars planned in April 2020
 - i. Emerging Trends in Electric Power Systems and Operations
 - ii. Medical Image Processing

9. Resource Development Committee – Arifuddin Soheli

- a. Call for Section Distinguished Lectures yet to be sent.

10. Mentorship Program by Athota Kavita

- a. Virtual Internship session conducted on April 4, 2020 by Lalit S from IIIT Hyderabad
- b. IEEE Skill connect 2020 - Planned budget of Rs. 100000
- c. IHMPS – 2020 : 15 mentors selected and each mentor offers internship to 2 students. Budget requirement increases to Rs. 150000

11. Industrial Relations Committee

- a. Amit Kumar to identify the replacement for Madhumita to drive IRC activities

12. Entrepreneurship and Startup Committee – N Venkatesh

- a. Webinars on Co-working spaces to be conducted. Session planning in progress.

13. Educational Activities – Syed Musthaq

- a. IEEE Skill connect activity in progress for IoT based development
- b. Will work on the budget and submit to the section
- c. Amit suggested to closely work with Ravi Shankar

14. ComSoc/SPS Joint Chapter – Lalitha Vadlamani

- a. AG Bell Memorial Lecture planned – Speaker will be Kiran Kuchi ; Tentative date is April 11, 2020
- b. Sanjeev Nimishakavi gave a lecture on Introduction to Wireless Physical Layer Design at AISP 2020
- c. SPS Student branch has been inaugurated at IARE, Dindigul on 1st February and a series of talks on signal processing have been organized on the day
- d. We have participated in organizing GrATE 7 2020 along with Kerala chapter and Bangalore chapter. The submissions and the first round of screening is done. We are planning how to organize the final round of the event (online if possible).
- e. IEEE Summer School on Graph and Sparse Signal Processing in July 2020 – planning virtual event by July 15-17, 2020
- f. Distinguished Lecture Talks: Chapter already approached two DL speakers - one from ComSoc and another from SPS. Checking on Virtual events possibility.

15. CIS / GRSS Joint Chapter by Hitendra Sarma

- a. Programs Conducted
 - i. Conducted webinar on “inspired Soft Computing: Application to Prediction of environmental Hazards” by Dr Siddhartha Bhattacharyya, Christ University, Bengaluru on March 27, 2020
- b. Two events are in pipeline – working with speakers from IIT Roorkee
- c. CIS Distinguished Lecture talk is planned virtually by Prof. Sugandan
- d. CIS and GRSS Proposal submitted for funds for the events to be conducted

16. CAS / EDS Joint Chapter represented by Arifuddin Sohel on behalf of Chandrashekar Paidimarry

- a. Webinar on Analog IC Design challenges for Automotive Electronics is planned on April 15, 2020

17. PES / PELS / IAS Joint Chapter by PV Rajgopal

- a. Conducted event on Electrical Equipment in Power Plants
- b. Conducted Admin meeting on April 3, 2020

18. MTT/APS/EMC Joint Chapter

No updates

19. Computer Society by Vidyasagar Tejomurtula



- a. Presented the overall Computer Society Plan
 - i. Project 1(IEEE CS Ideate)
 - 1. No. of student attendees :250-300
 - 2. Ideation drives of REMs, Brand Ambassadors, Active Volunteers
 - 3. Coding Contest, Hackathons
 - 4. Membership drives for CS chapter
 - ii. Project 2(IEEE Technical Events)
 - 1. Ease of implementation :online/Offline
 - 2. Improve the IEEE CS social network connectivity
 - 3. SIG activities (Quantum Computing)
 - iii. Project 3(IEEE CS Tedx Event)
 - 1. Expert s speech
 - 2. Variety of topics related to technology
 - 3. Social network
 - 4. Ideate and Innovate for better projects
- b. Tentative Budget of Rs. 30000 approved to be allocated for Computer Society.
- c. SPYRO Event conducted and Computer Society Chapter launched at Vaagdevi Engineering College
- d. Technofest Event Hackathon conducted
- e. IEEE CS Ideate meetup conducted
- f. Vidyasagar nominated Prof. Jabbar as a Vice Chair for Student Activities in Computer Society Chapter – This is approved at SEC
- g. Amit requested programs carrying out non-programming and non-IT should be avoided and requested EKALAVYA program to be NOT reported under Computer Society chapter.

20. Photonics Society

No representation

21. TEMS Society by Aditya Rao

- a. Events Planned
 - i. “How Agile promotes Innovation” on April 10, 2020
 - ii. 7th Sense of AI on April 22, 2020
- b. Events Conducted
 - i. Career Success in IoT Field and Personal Agility on Feb 22, 2020

22. Education Society by Vijayalata

- a. Events Conducted
 - i. Webinar on Technical Paper writing” on March 29, 2020
 - ii. Chapter meeting conducted virtually
- b. Events Planned
 - i. IEEE Xplore - Delivering Research Better Than Ever on April 5, 2020
 - ii. "Consent & Data" - Cyber Security Perspective on April 5, 2020
 - iii. Digital Pedagogy for Synchronous and Asynchronous Learning in Higher Education on April 6, 2020
 - iv. Career Growth with IEEE Xplore Digital Library on April 8, 2020



- v. Research Proposal and Funding Opportunities on April 11, 2020

23. Guntur Subsection by Usha Rani and Swarna Sri

- a. Conducted webinar on “Smart Cities – Challenges and Opportunities” attended by 110 members.

24. Ananthapuramu Subsection

No updates

25. Vizag Section by Lakshminarayana Sadasivuni

- a. Mail from MGA was displayed
 - i. MGA informed that IEEE Vizag Bay Section was approved.
 - ii. The tasks associated with creating the account record for this section have begun
 - iii. The technical tasks to create the record are expected to be completed no later than 3 months
 - iv. You (SLN) will be notified once this action is complete, as well as when you have been recorded as the Chair of the Section in the IEEE Database.
- b. Vizag Bay Section Registration updates
 - i. Met the Registrar of Societies for forming a separate society in the name of “IEEE Vizag Bay Section” before the lockdown.
 - ii. A letter from MGA is expected as per the item 3 of the previous slide
 - iii. A meeting with Active volunteers is planned (Face-to-Face). Could not be materialized because of lockdown.
 - iv. Once this lockdown is completed, we will pursue the initial formalities for starting the new Section at Vizag
 - v. Four Chapters are identified to begun as mentioned in earlier SEC
- c. Request to all chairs of Chapters and Affinity Groups to organize events in the geographical area.
- d. Virtual Events planned in April 2020
- e. Will initiate Section formation process after the Lockdown
- f. INDISCON 2020
 - i. 46+ Manuscripts, One Special Session
 - ii. Total 8 proposals for Tutorials/Workshop during the conference
 - iii. Manuscript Submission (April 30, 2020)
- g. No Budget required

26. Conference Committee by Atul Negi

- a. Conference Policy guidelines shared
- b. Working forward to make Conference Education activities.

27. Chairman Address – Amit Kumar

- a. IEEE Hyderabad Section has initiated Virtual Webinar Programs and response is very good. He thanked all Chapter Chairs/AG Chairs.
- b. Post Lockdown situation, virtual events will be continued to be conducted.



- c. Amit requested all the chapter chairs to share the Monthly Section updates ahead of time (Not on the day of the section meeting, it helps to organize the content)
- d. IEEE Hyderabad Section CoVID initiatives
 - i. <http://ieeecovidmove.in> has been launched to create awareness and conduct programs
 - ii. CoVID Hackathon
 - 1. 1000 people registered; 700 attended; 50 teams and 6 winners;
 - iii. Safe Hands Challenge initiated, and Videos posted.
 - iv. Vamshikrishna J was instrumental in driving this initiative along with YP members.
 - v. We will recognize all the volunteers in SAGM.
- e. IEEE Hyderabad Section pledged Rs. 50000 to support the CoVID move initiated by Bangalore section.
- f. IEEE Hyderabad Section Bye Laws review in progress by the duly formed committee in sec 3 meeting
- g. Training Session will be organized on how to conduct Webinars over Webex.
- h. Collaborating with IEEE India Council to conduct session on IEEE Standards and Activities on IoT and Blockchain
- i. Other sections shown interest to broadcast our webinars.
- j. Joint webinars are planned with Computer Society of India.
- k. As per the email received by IEEE MGA, Vizag Bay Section has been approved by IEEE MGA Board and Sri Lakshminarayana Sadasivuni (SLN) is recorded as Vizag Bay Section Interim Chair. SEC requested SLN to initiate the following
 - i. Formation of Nomination committee and Conduct elections as per IEEE Policy. Hyderabad section will help if requested to do so.
 - ii. Society Registration (In Registrar of society) of IEEE Vizag Bay section with help of Mr Harish Mysore of IEEE India office
 - iii. Closing Vizag bay subsection Bank account and opening a New Bank Account in the name of Vizag Bay Section
 - iv. Vtools Officer reporting to be completed.
- l. MGA Operations Manual Conflict of Interest policy says - A common misunderstanding about "conflict of interest" is that it only applies where an individual attempt to obtain some monetary advantage by virtue of being an office holder. A broader view of the concept applies to any situation where advantage or privilege is being sought through the exercise of authority granted to an office holder. The guiding principle for volunteers is to follow IEEE policies, procedures, and practices and be seen by their peers to be acting ethically in their decision making.
- m. With reference to point number (l) and looking at the time and effort requirement from Dr SLN, the interim chair of newly formed IEEE Vizag Bay Section towards the Vizag Bay Section, SEC of IEEE Hyderabad Section has decided to relieve him from his current responsibility of vice chairmanship of Hyderabad section and added him as invitee to IEEE Hyderabad section Executive meetings until the vizag bay section transition is complete and the new section of vizag bay starts operating.

Chairman and SEC accorded to support the newly formed vizag bay section in best possible manner and proposed to work together until the new section stabilizes with the due formalities and operations. Till the arrangement of Regular Hyderabad Section vice chairman is done with due processes, Immediate Past Section Chair Venkatesh was requested to take up the responsibilities as In-charge Hyderabad section Vice chair which he cordially accepted. Vizag bay sub section will be officially dissolved once the congratulatory letter is received. Chairman requested Dr SLN to continue the service of earlier IEEE Vizag bay subsection SEC volunteers appropriately towards the newly formed Vizag bay section

- n. SLN objected point number (m) and wanted to continue as vice chairman of Hyderabad section as well as Interim chairman of Vizag Bay Section. However, Chairman and SEC members decided to stand with the decision made through point number (m).

28. HydCon Updates – Mousmi Chaurasia, Convenor

- a. Evaluating the condition to conduct the event. Backup plan to conduct virtual is also considered and evaluated
- b. 3 reviewers per paper initiated
- c. Tutorial chairs to be scrutinized and finalized.

29. Newsletter

- a. Next Newsletter is planned in May 2020
 - i. Mousmi requested Chapter Chairs to share their newsletter updates of chapter activities.

30. Chairman Closing remarks:

- Chair thanked all the Chapter chairs and representatives for the participation in SEC. Special mention and acknowledgement of secretary's efforts were applauded in conducting the web based events.
- Chair also proposed to have SEC-5 on May 3, 2020.
- Chair proposed to adjourn the SEC-4 meeting Sri Venkatesh supported the adjournment.
- Meeting ended with a vote of thanks to the chair



Attended by

1. Amit Kumar, Chair, IEEE Hyderabad Section
2. Lakshminarayana Sadasivuni, Vice-Chair, IEEE Hyderabad Section
3. Bala Prasad Peddigari, Secretary, IEEE Hyderabad Section
4. Nookala Sreenivasa Rao, Treasurer, IEEE Hyderabad Section
5. Sreenivas Jasti, Section Executive Member (WebEx)
6. Arifuddin Sohel, Section Executive Member
7. N Venkatesh, Immediate Past Chair, IEEE Hyderabad Section
8. Mousmi Ajay Chaurasia, Vice-Chair, CIS/GRSS
9. Y. Vijayalatha, Chair, Education Society
10. P.V. Rajgopal, Chair, PES/PELS/IAS Joint Chapter
11. Y. Padma Sai, Chair, WIE
12. Vamsi J Krishna, Chair, Young Professionals
13. Vinit Gunjan, Chair, Membership Development
14. R. Balasubrahmanian, Chair, Life Members Affinity Group
15. K Swarnasri, Treasurer, Guntur Subsection
16. G. Sreelakshmi, Chair, SAC
17. A. Kavitha, Chair, Mentorship Program
18. Atul Negi, Chair, Conference Committee
19. Musthak Ali, Chair, Educational Activities
20. Mahesh Neerati, Editor, Newsletter
21. Nagaraju Budidha, Vice Chair, SAC
22. Vidyasagar T, Chair, Computer Society
23. Hitendra Sharma, Chair, CIS/GRSS
24. Lalitha Vadlamani, Chair, ComSoc/SPS
25. Aditya Rao, Chair, TEMS
26. Usha Rani N, Secretary, Guntur Subsection