MINUTES OF THE MEETING
5TH IEEE HYDERABAD SECTION MEETING, 2019 SLATE
Date: 12th May, 2019 Time: 9:30 AM to 2:15 PM
Venue: Board Room, 4th Floor, Chillies Restaurant

Total Section Execom Members Attended: 18

All the Presentations delivered @IEEE Hyderabad Section Meeting #5 can be viewed here:

http://bit.ly/2HdzOPa

1. **Section 4 Minutes**

    a. Reviewed the approved

2. **Chairman's Agenda Points**
    a. Life Member Affinity Group Announcement
        i. Dr N V Rao is authorized to drive this
        ii. Abhay Joshi to follow up on LMAG
    b. Senior Member Appreciation
        i. Abhay Joshi to send the Senior Member list from January 2019
    c. Vizag Bay Subsection
        i. Chairman requests Petitioner should review all the questions and respond with all details to the R10 mail received. Petitioner should the accurate information to avoid further queries
    d. Computer Society India Symposium
        i. Chairman requested Vaagdevi College of Engineering to withdraw the request to conduct this event and College Management responded they have withdrawn the request.
    e. TALE Conference
        i. Will brought under Conference committee discussion
    f. All India Woman in Engineering and Young Professionals Conference
        i. SN Singh of India Council had asked for slight changes on the dates of AISYWC. Organizing team should check on the same.
        ii. Vamsi mentioned that Sep 26 to 28 will be holding the conference.
        iii. Registrations are expected to start in June
        iv. Website is under construction
        v. On May 15, 2019 – Logo and conference dates will be announced
        vi. Section would like to know the liability associated with the conference associated.
3. **'Treasurer's Agenda Points**
    a. Change Vijayawada to Vijayawada/Guntur in expense

b. SAGM will be done on July 14, 2019. Secretary and Treasurer to plan accordingly. IEEE Membership Development Chair should plan to reach out to newly elevated student members (whoever had given graduation date before that time).

c. Awards during SAGM need to be notified by chapters to secretary

d. Section will sponsor 4 members for ICISIGT Conference at Vizag from section budget – covering expenses for Chairman, Vice-Chairman, Secretary and Treasurer.

e. Section requested Conference Committee to share how many members will be sponsored from conference budget for the conference

f. Section chapter Chairs are expected to share Expression of Intent towards attending the conference to ICISGT Conference Committee at Contact Email.

g. Rs. 10000 received towards SPAC event conducted by Balaji Institute of Technology and Science.

h. Section is holding back the approval of Satish's request on the release of SIGHT funds for Travel grant till the next Section meeting i.e June 9, 2019 Section wanted to witness some of the concerns and objections raised by other members and requested them to share their views in Email to Chairman.

i. Gopalakrishna Kuppa has requested the funds to be revalidated for this year towards Test bed and appropriately bills will be submitted

4. Conference Committee

a. Amit Kumar represented and mentioned the following updates:

I. International conference on sustainable energy and future electric 19-21mar 2020 - TCS Request received - In progress

II. AISP 2020 CFP is out - As attached- Sections needs to approve the MCE request if received

III. http://ieeehydcon.org   - Call for satellite events are out. Request all societies to organize at least one event in li e with HydCon theme.

IV. Planning a Conference organizers workshop in Guntur Area - June 2019. Fund requirement of around 50k needed (to be spent for Food and logistics of Speaker travel from Hyderabad and high tea for attendees - Maximum 50 in number). Amit to re-plan and come back with proper budget planning. SLN offered free venue in Vijayawada location for this event.

V. TALE (Teaching Assessment and Learning in Engineering) Conference

   a. Section authorizing Prof Siva Sarma to gather the resources to look into conference and provide SEC with details describing what it implies. SEC will assess and provide approval for bid consent.

VI. ICITE 18 (One of the TCS Sponsored conference of section in past) - Xplore has rejected to publish accepted papers of this conference because of quality issue flagged by TPIC. Section decided to inform organisers to help in reviewing the papers.

VII. ICISGT 19- It was observed that the conference organisers have not received any confirmation of IEEE Xplore for consideration of accepted papers from the conference and Authors have been notified of acceptance of their papers mentioning at conference website that accepted papers will be submitted to Xplore.

a. Section Conferences committee advised the organisers of conference to complete the formalities of ieee xplore and TPIC Questionnaire preparedness. CPS (IEEECS) or e papers were recommended vendors for preparation of front matter of conference along with completion of colores compliant files.A separate budget of 2-2.5lacs is to be kept aside.

b. If there is any issue of TPIC or Xplore, this is the right time to reconsider if the conference is to be run in invited paper/talks mode or paper presentation by authors mode.

c. Following is expected in a week from ICISGT organisers - (Action item on Dr Abraham and Dr SLN)

  i. Most current Budget with expected revenue from registration of papers and sponsors (If there is any email commitment from sponsors that should be mentioned)

  ii. Xplore formalities progress

  iii. TPIC Questionnaire preparedness

5. **Website and Social media**

   Not present

6. **SAC Updates**

   Not Present

7. **Membership Development**

   Abhay Joshi represented and mentioned the following:

   a. 4212 members are Active IEEE members within Hyderabad Section

   b. Membership Development chair should reach out to newly elevated student members who has given Graduation date before SAGM Date.

   c. Need to improve on the Print Media communication. Suggestion was to have SEC meetings along with MD event.

   d. Robotics and Automation Society – Abhay will reach out to members to volunteer for the Society chapter formation within Hyderabad Section (5 – GSM, 19 – Members ; 10 – Senior Members and 81 – Student Members)

   e. Industrial Electronics Society (IES)(1 – Affiliate, 5 – GSM, 20 – Member, 13 – Senior Member, 6 – Student Member)

   f. IEEE Control Systems Society (CSS) (1 – Affiliate, 4 – GSM, 14 – Member, 4 – Senior Member, 6 – Student Member).

   g. Reliability Society – Section received request to form chapter with 10 signatures.

h. Based on the responses received from IES, CSS – Section will take decision on Reliability Society and other society petition process at section level.

i. Industrial Applications Society, Industrial Electronics Society and Robotics Automation Society has strong synergy to work together – suggested by Dr.Rajgopal

j. 10th of Every month member list will be released with delta new members added to each society.

k. **Summer Research Fellowships**: Section authorizing the IEEE members to volunteer for mentoring the students. Each Student will be getting around Rs. 5000 as a Transport allowance during summer fellowship. Student are expected to apply the same through Membership Development designed channel. Section will authorize committee to shortlist the candidates for the same.

Funds Approved: Rs. 10000 (for Membership Development Activity)

8. **Awards and Recognitions**

Atul Negi represented and mentioned the following

- Best Chapter Award within the Section will be given out – metrics to be worked out
- NV Rao to share the Distinguished Volunteer and Outstanding Volunteer criteria.
- All chapter chairs to review the link and nominate volunteer to work with Awards Committee chair on the awards
  https://www.ieee.org/about/awards/technical-field-awards/index.html

9. **WIE**

G Sree Lakshmi represented along with Dr Padma Sai mentioned the following:

- Padma Sai will be taking over as WIE Chair for next 6 months
- AISYWC WIE Sessions will be organized by Padma Sai madam along with WIE team. SN Singh of India Council had asked for slight changes on the dates of AISYWC. Organizing team should check on the same.
- SSC will be supported and coordinated by Bhargavi, Deepika and Ramya
- Aruna Bharathi will handle e-Notices and L31 Filings
- ICISGT will be coordinated by Pujitha V
- Promotions will be handled by Akanksha and Ramya
- Administrative Meeting expenses are approved against the bills.

10. **Young Professionals**

Not Present

11. **STEM Committee**

Not Present

12. **Industrial Relations Committee**

13. **Educational Activities**

Balasubramaniam mentioned the following

   a. Moodle setup is completed for Java for first 50 users. More than 50 users will be charged.
   b. Rs 8000 as an advance will be paid from the approved budget of Rs. 15000. Once complete setup is done – Educational Activities will pay the rest of the amount.

14. **COMSOC/SP Joint Chapter**

Lalitha Vadlamani mentioned there are No updates from Chapter

15. **CIS/GRSS Joint Chapter**

Not Present

16. **CAS/EDS Joint Chapter**

Not Present

17. **PES/IAS/PELS Joint Chapter**

Dr P V Rajagopal shared the updates of PES/IAS/PELS Joint Chapter. He mentioned the following

   a. No events conducted in last month
   b. Workshop on MicroGrids on Network and Storage systems completed.
   c. Distinguished Lecture on Microgrids – Opportunities and Challenges – World Wide and in India on Sep 21, 2019 by Prof Arindam Ghosh from Curtin University
      i. Planned lectures on Custom power Convertors, Hyderabad
      ii. DC Microgrids, Outside Hyderabad

SEC has approved the Distinguished Lecture. Section approves two-way airfare in India, Local Transportation, Food expenses, 1 day accommodation is approved by Section. It will come from Section FML budget.

Budget Approval: None

18. **MTT/AP/EMC Joint Chapter**

Not Present

19. **Computer Society**

Vidyasagar T mentioned the following updates

a. Dr Tulika Mitra – Submitted DVP request to committee, budget submitted. Approval is awaited.
b. Digital Reality Workshop organized on May 11, 2019. Total event expenses were nearly Rs. 27000 (Rs. 15000 advanced was received ; Rs 10000 was raised from Registrations and an excess of Rs 700 need to be settled)
c. IEEE Hyderabad Website updated to be made.

Budget Approved: Rs. 12000 (to be settled against the bills submitted by reducing the advance given)

20. **Photonics Society**

Not Present

21. **TEMS Society**

Not Present

22. **Education Society**

Not Present

23. **Newsletters**

Not Present

24. **Guntur Subsection**

Not Present

25. **Ananthapuramu Subsection**

Not Present

26. **Vizag Bay Subsection**

Not Present

Next Section Meeting

IEEE Hyderabad Section – 6th Section Meeting is planned on June 9, 2019 (Sunday) – Please block your calendars

Action Items

S. No.	Action Description	Assigned To	Opened On	Closed Date	Current Status
1	Complete database of all society members to each chapter chair before the next SEC.	**Abhay Joshi, Membership Development, Chair**	**Jan 6, 2019**	**Feb 2019**	**Closed**
2	Sign the GPA copy and submit to the Auditors and IT Department	**N Venkatesh Bala Peddigari Venu**	**Feb 14, 2019**	**Feb 2019**	**Closed**
3	Dr Vijaylata to formulate and send the CSIS Guidelines	**Dr Vijayalata**	**April 14, 2019**	**April 15, 2019**	**Closed**
4	Bala Peddigari to share the IEEE Website procedure update	**Bala Peddigari**	**May 12, 2019**	**TBD**	**Open**

Section Execom Members Attended

1. N Venkatesh, Chairman, IEEE Hyderabad Section
2. Dr Amit Kumar, Vice Chair, IEEE Hyderabad Section
3. Bala Prasad Peddigari, Secretary, IEEE Hyderabad Section
4. Vidyasagar T, Chair, Computer Society (Webex)
5. G Sreelakshmi, Chair, WIE Affinity Group
6. Dr PV Rajagopal, Chair, PES/IAS/PELS
7. Lalitha Vadlamani, Chair, COMSOC/SP Joint Chapter (WebEx)
8. Lakshminarayana Sadasivuni, Member, Section Executive Committee
9. PVS Maruthi Rao, Past Chairman, IEEE Hyderabad Section (WebEx)
10. Sreenivas Jasti, Immediate Past Treasurer, IEEE Hyderabad Section (WebEx)
11. Abhay Joshi, Chair, Membership Development
12. R Balasubramaniam, Chair, Educational Activities
13. Vamsi J Krishna, Chair, Website and Social Media (WebEx)
14. Atul Negi, Chairman, Awards Committee
15. Lakshminarayana Merugu, Member, Section Executive Committee
16. Gopalakrishna Kuppa, Member, Section Executive Committee
17. Padma Sai, WIE Representative
18. Prof D V S S Sarma, Chairman, Education Society (WebEx)