

IEEE Madras Section

Minutes of the EC Meeting - Jan 2023

Meeting Sl. No: 01/2023

Date & Time: Jan 28th, 2023, 4.00 PM onwards

Venue: IEEE Madras Section office

ExeCom Members

Dr. K. Porkumaran(KPK) (Chair)	Dr. P. Sakthivel(PS) (Vice-Chair- Academics)	Dr.S. Joseph Gladwin (SJG) (Vice-Chair – Industry)
Dr.R. Hariprakash (RHP) (Secretary)	Dr. S. Radha(SR) (Treasurer)	Dr. N. Kumarappan (NK) (Immediate Past Chair)
Dr. R.G. Sangeetha (RGS)	Dr. D. Nirmal (DN)	Dr. S. Brindha(SB)
Mr. M. Arun(MA)	Dr. V. Nagaraj(VN)	Dr. S. Rathinavel(SRV)
Mr. B. Ashvanth(BA)		

Invitees - Chairs of Society Chapter

AES10 – Dr. NDMuthu Manikkam(MM)	AP03 – Dr.T.Shanmuganantham (TS)	C16 – Dr. P. Sakthivel(PS)
COM19 – Mr. P. Subramanian (PSM)	CIS11 – Dr. N. Kumarappan(NK)	CS23 - Dr.N.S. Bhuvaneswari(NSB)
IM09 - Dr. Uppu Ramachandraiah(URC)	EMB18 - Dr. B. K. B Jayanthi (BKBJ)	E25 - Prof. A. Darwin Jose Raju (ADJR)
ED15 – Dr. D. Nirmal(ND)	IAS34 – Mr. R. Srinivasan(RS)	EMC27 - Mr.P.Salil (PS)
IT12 - Dr. V. Gomathi (VG)	MTT12 - Dr. V. Abhaikumar (VA)	NANO42 - Dr Madheswaran (MSV)
PH036 – Dr. C. Arunachalaperumal (CAP)	PEL35 - Dr. R. Seyezhai (RSE)	PE31 – Dr.Mahesh Mishra(MM)
PSE43 - Dr. R.Dhanasekaran (RD)	PC26 - Dr. E. Kannan (EK)	RA24 - Dr. B. Vinod (BV)
SIT30 - Mr.NavaneethakrishnanR(RNK)	TEM14 - Dr. Kulanthaivel (KV)	SP01 – Dr. N. Venkateswaran(NV)
BT02 - Dr. B. Nagaraj (BN)	GRSS - Dr. S.S. Ramakrishnan (SSR)	OES - Prof. S.A. Sannasiraj(SAS)
YP - M. Arun (MA)	WIE – Dr. T. Sree Sharmila (TSS)	LM – Mr. S. Sunderash(SS)
VTS – Dr. S. Brindha(BS)	Student Representative -	

ExeCom Members Present:	KPK, PS, SJG, RHP, SR, RGS, SB, MA, VN, SRV
Leave of Absence Granted:	SS, CAP
ExeCom Members Not Present:	NK, BA, DN
Invitees Present:	NV, TSS

Items	Decision Taken	Action Taken
2023/01/01: Meeting call to order, Roll call, Welcome by Chair.	The Section Chair, Dr. K. Porkumaran Chaired the meeting and rendered a warm welcome to the EXECOM(EC) members and Society Chairs present. The Chair requested Secretary Dr. R. Hariprakash to take up agendas for today's discussion.	Dr.KPK
2023/01/02: Approval of Previous Minutes	The Secretary took up agenda for discussion: The MOM held on 17 th Dec 2022 has been approved unanimously by the EC with the following changes / updations. - Dr. SJG attended the meeting through online	Dr.RHP

	<ul style="list-style-type: none"> - Point amended - 2022/12/07 : Grant of Rs.8000/- has been approved by EC to a event organised by LM Affinity group on 19th Nov 2022 towards the felicitation event for LMAG Members namely Dr. N. Kumar, Life Member, vice Chairman SANMAR group and Shri.C.R. Sasi, Life Senior, Director, Munoth Industries, who have received award from order of the ‘Rising Sun Gold and Silver’ from Japanese government for his excellent contribution of economic growth and trade between Indian and Japan, and ‘Distinguished Aluminous’ award from College of Engineering, Guindy, or his professional contribution respectively. The section EC Members joined the occasion and appreciated the awardees. - Point amended - 2022/11/06: The section chair Dr. P.K. requested to all the members that if any of them who are willing, can attend the INDICON 2022. In reply, Dr. S. Rathinavel and Mr. M. Arun YP (or YP nominee) volunteered to attend the meeting. - Point amended 2022/12/03: Dr,P.K Chair, reported to EC that Secretary, Dr,S.Rathinavel EC member, student members (Ms. T. Abinayaa Shree and Mr. Mohamed Aashik) and Mr. R. Sreekanth Student Branch counsellor, St. Joseph's College of Engineering awardees and himself attended the INDICON 2022. held at CUSAT, Cochin. The Chair expressed that, in future our section should also host INDICON. He also informed that both the Chair and Secretary Dr. RHP attended the India council EC meet held in parallel to INDICON. 	
<p>2023/01/03: Reports of Sub- Committee Activities</p>	<ul style="list-style-type: none"> - The Secretary informed to all the members that as per the by-laws, published in our website the subcommittee chairs can designate as Chair, Sub-Committee<sub-committee name>. - The Secretary informed all the members that the section by-laws submitted to banks are different from by-laws published in our website. Hence it was unanimously agreed by all members that the ARC may be requested to finalize the by-laws in reference to MGA. - The amended section by-laws will be placed before EC for approval for subsequent placement in AGM for approval. <p>The subcommittee chairs were requested to present their reports.</p> <p>Educational Activities: Dr. P. Sakthivel, Chair, Sub-committee informed that he has organized 4 FDP’s in Sri Sairam Engineering college, Chennai and Vel Tech University, Chennai for the year 2022.</p> <p>A two day duration FDP of two numbers and a six days duration FDP of two events were conducted. Two programs were conducted off-line and other two programs were conducted on hybrid mode.</p> <p>The Treasurer has requested to submit the budget for the year 2023 for conducting the FDP’s during 2023.</p> <p>Section Society Chapters: Dr. S. Rathinavel reported that 21 societies have started their activities. The Secretary Dr. RHP requested Dr. S. Rathinavel to send a mail to all the society chairs to send their activity report to publicize in the newsletter.</p> <p>The EC has approved that Dr.P. Sakthivel, can continue his tenure as Computer Society Chair.</p>	<p>All EC Members</p>

Dr. P. Sakthivel, Chair Computer Society, informed that Circuits and System Society, Madras Section has been formed. Dr. S. Rathinavel was informed to review and update on the formation of this new society to the EC in the next meeting.

The EC informed Dr. S. Rathinavel to take initiative to activate the PSES society.

Dr. S. Rathinavel, informed that Dr. Karthikeyan, Chairman, Podhigai Sub-Section can be invited for the next EC Meeting to present the current status of the Podhigai, Subsection and EC accepted the suggestion. Dr. S.R. will coordinate with Podhigai, Subsection.

Student Activities Committee:

Dr. S. Brindha informed that Mr. Adithya Subramani, Sri Sairam Engineering College, Chennai has been nominated as Student Representative for Madras Section and also explained about the nomination process.

Dr. S.B. presented the calendar of activities for the year 2023 and informed that SAC has planned 3 HUB Congresses and submitted the budget for the same.

Newsletter Publication:

Mr. Arun, informed that newsletter preparation for Jan – Mar 2022 is ready for publication. Apr- Jul 2022 and Aug - Oct 2022 is under progress and it also will be published after two weeks.

A mail will be sent to past chair requesting for Chairman’s Message. Mr.Arun informed the EC that the Newsletter materials are sent regularly to HQ and India council newsletter. The Treasurer has suggested to purchase the quotation for PDF template and submit in next EC.

The Secretary Dr. RHP suggested to publicize the current newsletter issues in the section web site so that stake holders can understand the current events being organized by the new EC.

Student Project Funding:

Dr. Nagarajan informed that, 32 projects were selected for the demo and the final call for projects will be announced by next week. He presented the budget for the year 2023.

MD Committee :

Dr. RHP in his PPT presentation presented the current membership status of India Council, Madras Section. He also presented the comparative status of membership development for the last 3 years prevailed during Dec/ Jan.

Dr. RHP informed that the MD activities have been already started and shortly an email regarding survey on “Let’s Know Your IEEE” will be circulated. He also updated regarding the identification of MD Team Zone wise and plan for conducting 5 HUB congresses. He also presented the academic calendar of activities for 2020-23 and budget for the same.

Industry Relations:

Dr. S. Gladwin informed that one job fair event has been planned to organize along with Sri Sairam Engineering College, Chennai. Apart from that the calendar of activities has been submitted for the year 2023.

The Chairman has suggested to conduct the activities in collaborating with other Industries. Dr. Joseph Gladwin can take initiative to conduct these programs

It has been planned to conduct an Industry Conclave, Industry Visits and Workshops. The budget for the same has been submitted to Treasurer.

	<p>WIE: Dr. Sree Sharmila, the WIE Chair reported PPT on the events conducted during Dec 2022. She informed that they have planned for three events during Feb 2023 and March 2023. For these events she has sent the fund request to HQ, R10 and Section. She also informed that she is willing to call for student volunteers for support of WIE events.</p> <p>Signal Processing Society: Dr. N. Venkateswaran presented (PPT) on the activities conducted. He reported on the various DLP programs conducted. Plan of activities for the year 2023 were also presented. He informed about the awards received from HQ for SPS, Madras Chapter.</p> <p>Computer Society : Dr. P. Shakthivel, Chair, informed that they are planning to organize the events in popularizing the IEEE Computer Society in Arts and Science institutions also.</p> <p>YP : Mr. Arun reported on the activities conducted in YP jointly with TEMS, COMSOC.</p>	
<p>2023/01/04: Financial Status of the Section and Societies</p>	<ul style="list-style-type: none"> • The Section Treasurer presented the current financial status of the section and section societies. • The EC after considering the huge FD balance, suggested to enquire about the interest rates of different nationalized bank. The decision to change the bank from HDFC to other nationalized bank will be taken after studying with the other sections during the next EC Meeting. 	<p>Dr.SR</p>
<p>2023/01/05: Discussion on ARC Committee Recommendations</p>	<p>Dr. RHP updated to all members that the interim report of ARC was placed before EC in the last meeting and the report was also circulated to all member via emails.</p> <p>The Chair Dr. KP requested all members to give their opinion on the report of ARC.</p> <p>It was expressed by all members that:</p> <ol style="list-style-type: none"> 1. To issue strict warnings that no such high expenditure should be spent for conferences. 2. The flagship conference should have separate bank account and all approvals should have been obtained from EC. 3. To be cautious not to overspend in future conferences without purpose. 4. All vendor payments should have been paid directly to vendors only. 5. Huge cash withdrawals should have been avoided. <p>The EC also expressed the ARC should submit their recommendations in all other TOR at the earliest.</p>	<p>All EC Members</p>
<p>2023/01/06: Fixing of date for adjourned AGM</p>	<p>It was decided to schedule Adjourned AGM at the earliest however all questions/queries (schedule of expenses etc) raised in last AGM should be answered in the next AGM if possible agenda for the next Adjourned AGM to be circulated with all supporting documents. (Posted in website)</p> <p>The Chairman wants to record that during the previous AGM the any unprofessional way of behaving can be avoided to maintain decency in the public forum. In future such incidence should be avoided.</p>	<p>All EC Members</p>

<p>2022/01/07: Finalization of Calendar of activities of the section for the year 2023</p>	<p>The Secretary Dr. RHP has requested the EC Members to send the Calendar of Activities at the earliest to Mr. B. Ashvanth and he will consolidate the same and present it during the next EC Meeting.</p>	<p>Mr. BA</p>																				
<p>2023/01/08: Discussion on Sub-Committee Budget</p>	<p>The Chairman Dr. KP has requested to all members to send budget at the earliest. The Treasurer will consolidate the same and present it during the next EC Meeting. However it was decided the office staff will collect and consolidate (Calendar of Activities and Budget) the same and send it to the concerned.</p>	<p>Dr.SR</p>																				
<p>2023/01/09: Any other items with the permission of the Chair</p>	<p>Conference Correspondence Letters: Dr. RHP informed that Dr. PA Manoharan has informed that he is still receiving conference correspondence letters from headquarters even after he himself writing a mail to headquarters. It was decided that secretary will again write a mail to headquarters.</p> <p>Financial assistance:</p> <ul style="list-style-type: none"> - The applications for Financial assistance received from the following student branches were approved by the Execom for conducting their student branch activities: <table border="1" data-bbox="411 786 1238 1498"> <thead> <tr> <th>Sl.no.</th> <th>Student Br. Name</th> <th>Event Name / Date</th> <th>Amount sanctioned</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Panimalar Institute of Technology, Chennai</td> <td>Workshop on AI & ML / 9-10 Feb 2023</td> <td>20,000/-</td> </tr> <tr> <td>2.</td> <td>Panimalar Engineering College, Chennai</td> <td>Two Days National Workshop on Machine Learning / Mar 6th to 7th ,2023.</td> <td>20,000/-</td> </tr> <tr> <td>3.</td> <td>Kumaraguru Engineering College, Coimbatore</td> <td>A three-day Hanks-on Workshop cum-competition on " Robotics and Automation" / 16 - 18 Feb 2023</td> <td>20,000/-</td> </tr> <tr> <td>4.</td> <td>SSN College of Engineering, Chennai</td> <td>workshop on "Idea Generation & Validation for Start-up" / 27th Feb 2023</td> <td>20,000/-</td> </tr> </tbody> </table> <ul style="list-style-type: none"> - The EC has approved to Rs. 30,000/- for conducting FDP at Sri Sairam Engineering College, Chennai. - The EC has approved to sanction Rs.10,000/- as initial payment for any new society formed under Madras Section. <p>Treasurer-Secretary Conclave 2023: The EC has approved that Section Secretary (Dr. R. Hariprakash) and Treasurer (Dr. S. Radha) can attend the IEEE India Treasurer-Secretary Conclave 2023, organized by IEEE Bombay Section during 10-12 Feb 2023 at Lonavala, Maharashtra.</p> <p>SIGHT programmes: Mr. Arun, Chair, SIGHT sub-committee, has conducted the review committee meet on SIGHT. The Section Chair has requested to submit the proposal, reports and utilization certificate to office for their records. Regarding ADSF SIGHT, after a number of reminders and interaction, the ADSF SIGHT Chair has not submitted the complete supporting documents and Utilization report for the projects sanctioned by the HQ since 7</p>	Sl.no.	Student Br. Name	Event Name / Date	Amount sanctioned	1.	Panimalar Institute of Technology, Chennai	Workshop on AI & ML / 9-10 Feb 2023	20,000/-	2.	Panimalar Engineering College, Chennai	Two Days National Workshop on Machine Learning / Mar 6th to 7th ,2023.	20,000/-	3.	Kumaraguru Engineering College, Coimbatore	A three-day Hanks-on Workshop cum-competition on " Robotics and Automation" / 16 - 18 Feb 2023	20,000/-	4.	SSN College of Engineering, Chennai	workshop on "Idea Generation & Validation for Start-up" / 27th Feb 2023	20,000/-	<p>All EC Members</p>
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	<p>years. It has also been noticed that vouchers /supporting documents have not been submitted for an amount of Rs.15,048/- and also the periodical reports and audited utilization certificates for the entire project. In connection to this the chairman / EC has suggested to frame a new committee along with the ombudsman and ethics committee to scrutinize the previously conducted SIGHT projects</p>	
<p>2023/01/10: Vote of Thanks and Date of next meeting</p>	<p>Dr. RHP, Secretary proposed the vote of thanks. He thanked all the EC members and Society Chairs present. The next meeting is tentatively planned on 20th Feb 2023.</p>	

Dr. R. Hariprakash
Secretary,
IEEE Madras Section