

IEEE Madras Section

Minutes of the EC Meeting - Aug 2023

Meeting Sl. No: 08/2023

Date & Time: Aug 26th, 2023, 4.00 PM onwards

Venue: Hybrid

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. N. D. Muthu 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. Bhuvanewari(NSB)
IM09 - Dr. Uppu Ramachandraiah(URC)	EMB18 - Dr. B. K. B Jayanthi (BKB)	E25 - Mr.NavaneethakrishnanR(RNK)
ED15 – Dr. J. Charles Pravin (JCP)	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. Arunachala perumal(CAP)	PEL35 - Dr. S. Albert Alexander(SAA)	PE31 – Dr.Mahesh Mishra(MM)
PSE43 - Dr. R.Dhanasekaran (RD)	PC26 - Dr. E. Kannan (EK)	RA24 - Dr. B. Vinod (BV)
SIT30 - Prof. M. Ramalatha (MR)	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 – Mr. S. Adithya Subramani	

ExeCom Members Present:	SJG,RHP,SR,RGS,DN,SB,MA,SRV,BA
Leave of Absence Granted:	PS, KPK,NV

ExeCom Members Not Present:	VN,
Invitees Present:	TSS,SS

Items	Decision Taken	Action Taken
2023/08/01: Meeting call to order, Rollcall, Welcome by Chair.	Chairman has informed that he could not change his schedule. Hence Dr.P.Sakthivel, Vice-Chair(academics) was asked to takeover but he was also not able to turn-up. Therefore Dr. S. Joseph Gladwin(Industry) took over and Chaired the meeting.	Dr.SJG
2023/08/02: Approval of EarlierMinutes	Secretary Dr.RHP, presented the MOM of EC held on 29 th July 2023, after detailed discussion and considering of ATR(Action Taken Reports) the EC approved the Minutes.	Dr.RHP
2023/08/03: Discussion on AAGM Minutes Approval	<ul style="list-style-type: none"> - The MOM of AAGM held on 14.6.2023 was presented to EC and discussed in detail by the Secretary. - Mr. Rajan informed that the TN Society Renewal for the section must be done with-in 3 months from the date(14.6.2023) of AAGM convened. - As suggested by ARC and in AAGM the EC decided that a letter can be sent to GIEEE in this regard. However Dr. RHP suggested to EC that get an explanation from Dr. Thangaprakash, in reply the EC told to follow as per the decision taken by ARC and in AAGM. 	Dr. RHP
2023/08/04: Discussion on Mr. Vincent Jain Mail dated 9th Aug 2023	The Secretary informed that Mr. Vincent Jain is repeatedly sending the emails regarding the AGM and AAGM. Therefore the EC members suggested to invite Mr. Vincent Jain for the next EC meeting to clarify his queries. Since the Chairman was not present in this meeting, it was decided to discuss this agenda in the next meeting and get his opinion.	Dr. RHP & All EC Members
2023/08/05: Discussion on report sent by Ms. Shruthi Viswanathan regarding IEEE Partnered Conferences	<p>Based on the Ms. Shruthi Viswanathan's mail the EC has framed a committee and the committee is working on it. In the mean time it was decided that all the technically sponsored conferences by Madras Section to be organized physically / hybrid mode, and no online mode is permitted. The following decisions were also taken as below:</p> <ol style="list-style-type: none"> 1. For each conference one EC member will be the coordinator based on the specialization of the conference theme. 2. International speakers can be allowed to present online. <p>And it was decided that all the above conference guidelines can be uploaded in the section website.</p>	Dr.RHP, Dr.SR, Dr.KPK

<p>2023/08/06: Report on IEEE Section Congress 2023 to be held at Ottawa, Canada and Travel support to Secretary for the Section Congress Participation.</p>	<p>Dr. RHP, gave detailed presentation on Technical Events, Speakers, Programs Schedules and he also shared his overall experience on attending the IEEE Section Congress 2023 held at Ottawa, Canada. Dr. RHP, Secretary also presented the total expenses incurred for visiting the Section Congress 2023 was Rs.3,54,200/-. He requested the EC approval for the reimbursement. However the Treasurer, Dr.S.Radha gave an opinion that, the section can support 50% of the total expenses incurred. After detailed discussion the EC unanimously approved that since last EC meeting held on 29th July 2023, it was approved by EC to sponsor \$2500 the same may be reimbursed.</p>	<p>All EC Members</p>
<p>2023/08/07: Finalization of future EC Meeting dates in collaboration with Section Major events</p>	<p>The EC has informed that EC meeting can be held on 3rd Saturday of every month default. If any major events needs to be fixed and clubbed. The members should be intimated earlier.</p>	<p>All EC Members</p>
<p>2023/08/08: Collaborate with IEEE Madras Section to organize a workshop on STEM Education for Pre university students.- Kumaraguru College of Technology, Coimbatore.</p>	<p>The EC has decided to inform the Kumaraguru College of Technology, Coimbatore that they can apply through the Student Branch financial assistance application for financial support for organizing the workshop on STEM Education for Pre university students.</p>	<p>ALL EC Members</p>
<p>2023/08/09: Approval by EC by International conferences policy note</p>	<p>This agenda was postpone to EC meeting for discussion .</p>	
<p>2023/08/10: Appointment of Nomination committee</p>	<p>It was decided that one more person Mr. S. Sundaresh will be the added as 3rd member 1) Dr.S. Salivahanan - Chairman 2) Mr. T.S. Rangarajan - Member 3) Mr. S. Sundaresh - Member The Secretary will get their concern and inform the EC for further action.</p>	<p>All EC members</p>
<p>2023/08/11: EcoRev'23" Cycle Rally</p>	<p>As the proposal does not show the request for any financial support. The section can support technically for this event.</p>	<p>All EC Members</p>
<p>2023/08/12: Financial Status of the Section and Societies</p>	<ul style="list-style-type: none"> - Treasurer reported on the current financial status of the section. She informed that the section rebate has been sanction but yet to receive it to the section bank account. - Treasurer informed that as per the GIEEE norms any payment from section should be made, only against the bills. - Cash payment through vouchers is limited up to Rs.200/- - All travel norms of the section are under revision. It will be approved by the EC members as soon as the committee submits it. - The Section has applied for the TAN (Tax Deduction Account Number) no. Once received TDS will be deducted for the concern payments. 	<p>Dr.SR</p>

	<ul style="list-style-type: none"> - It was updated by the office staff Mr. Rajan that regarding building maintenance and payment of rent for IEEE Madras Section office, the Section Chair spoke to Anna University VC in this regard and he told to submit the necessary documents for further process and the section is waiting for the output from Anna University. - The Treasurer informed that any matching grant which should be sanctioned by the section may be informed earlier for easy approval during the EC Meeting. 	
<p>2023/08/13: Reports of Sub-Committee Activities</p>	<ul style="list-style-type: none"> - Newsletter: The Dr. R.G. Sangeetha, informed that purchase of flip PDF is kept pending because there is a problem in process of making the payment. Dr.S.Rathinavel initiated on doing the payment. - LM : Mr. S. Sundaresh, Chairman, LM reported on the LM activities. Mr.Arun requested to send the report to the newsletter for publication. - Awards: Dr. D. Nirmal, presented the list of awards to be announced to the section members for the year 2023. He invited the inputs from the EC members for any changes and same can be incorporated. - SAC : Dr. S. Brindha informed that they have planned to organize an HUB congress on 23th Sep 2023 - MDC: Dr. R. Hariprakash presented the graphical presentation on Membership Development. And explained in detail about the improvement of the Membership in Madras Section and Secretary, Dr.RHP informed that the officer reporting form was not updated completely in the Vtools. Therefore he requested the section Chair to give approval for the updation. In the next meeting it was decided to discuss on the updation of officer reporting in the Vtools. 	<p>All EC members</p>
<p>2023/08/14: Any other items with the permission of the Chair.</p>	<ul style="list-style-type: none"> - Dr. S. Rathinavel informed that 3 remainders have been sent to the Society Chairs to change their chair/EXECOM positions by appointing a nomination committee. As there is no responses from some of the Society Chairs. The EC has decided that section will take initiative to appoint a nomination committee and take further action to announce the slate for the concern societies. - Dr. V. Brindha requested the financial support for attending the IEEE VTS Region 10 Chapter Chair Training, co-located with VTC2023-Fall in Hong Kong during 09.10.2023. The EC suggested that as this is society related event the travel claim can be reimbursed in their concern society itself. - It was decided that the Podhigai Subsection Chair can be invited for the next EC meeting. - Regarding purchase of system for office the Mr. Arun will purchase it as 	<p>All EC members</p>

	per the configuration suggested by the EC members.	
2023/08/15: Vote of Thanks & Adjournment of Meeting	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 16 th Sep 2023.	

**Dr. R. Hariprakash,
Secretary,
IEEE Madras Section.**