

IEEE Madras Section

Minutes of the EC Meeting - Sep 2023

Meeting Sl. No: 09/2023

Date & Time: September 16th, 2023, 4.30 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. Bhuvaneshwari(NSB)
IM09 - Dr. Uppu Ramachandraiah(URC)	EMB18 - Dr. B. K. B Jayanthi (BKBJ)	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:	KPK, PS, RHP, SR, RGS, DN, SB, MA, VN, SRV, BA
Leave of Absence Granted:	SJG, NV
ExeCom Members Not Present:	NK
Invitees Present:	MA, SAA, TSS

Items	Decision Taken	Action Taken
2023/09/01: Meeting call to order, Rollcall, 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.	Dr.SJG
2023/09/02: Approval of Previous Meeting Minutes	Secretary Dr.RHP, presented the MOM of EC held on 26 th Aug 2023 after detailed discussion the EC approved the Minutes with the following amendments:	Dr.RHP

	<p>Amendment: (2023/08/02)</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.</p> <p>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.</p> <p>Few Members proposed for 2500\$ reimbursement and the Treasurer, Dr.S.Radha gave an opinion that, the section can support 50% of the total expenses incurred. This agenda will be discussed in the next EC meet.</p> <p>Dr. P. Sakthivel, Vice-Chair, informed that EC minutes should be circulated with two days from the date of EC meeting for this in reply the Secretary requested to EC that with in one week's time it will be circulated hereafter.</p>	
<p>2023/09/03: Announcement of Nomination Committee</p>	<p>The Secretary Dr. RHP informed that he has got the consent from the below members to be as nomination committee members for Madras Section for the year 2023.</p> <ol style="list-style-type: none"> 1) Dr.S. Salivahanan – Chairman 2) Mr. T.S. Rangarajan - Member 3) Mr. S. Sundaresh – Member <p>Dr. Nirmal, EC member and Chairman informed to check whether there is any precedence earlier, to appoint only the immediate past Chair of the section to be as nomination commination chair.</p>	All EC Members
<p>2023/09/04: Hosting of IEEE Region 10 Student Summit 2023</p>	<p>The Section Chair was glad to inform that Madras Section has got the opportunity to organize the IEEE Region 10 Student Summit 2023. The 1st Phase of this summit is being conducted at Sri Sairam Engineering College on 16th Sep 2023. This proposal is financially supported by R10 with the matching grant of \$800. The second phase is planned physically and date will be fixed at the earliest and announced. The Chairman also informed that matching grant of \$800 can be supported by the Section. In reply the Treasurer informed to submit the budget for the expenses in advance to sanction the amount based on the section budget.</p>	
<p>2023/09/05: Hosting of POCO(Panel of conference Organizers) 2023</p>	<p>Dr. RHP has informed that POCO name is renamed as “CONVENE” by IEEE HQ. He told that it can be organized during 18th Nov 2023 along with the EC meeting. For this the conference organizers can be invited.</p>	Dr. RHP
<p>2023/09/06: Organizing of Section Technical Meeting</p>	<p>The Chairman has requested to plan on organizing 10 technical meetings for this year and to update in the Vtools.</p>	DR.KP
<p>2023/09/07: Reimbursement of expenses incurred for the attending the IEEE Section Congress 2023 held at Ottawa, Canada, Aug 11-13 for Secretary</p>	<p>In continuation to earlier EC meetings discussions, each member was asked to give their final opinion on the amount to be finalized for the reimbursement whether 2500\$ or 50% of total expenses incurred. After the detailed discussion, based on the majority decisions, the EC decided to approve 50% of the total expenses incurred i.e Rs.175000/. by the Secretary to attend the IEEE Section Congress 2023 held at Ottawa, Canada, Aug 11-13.</p> <p>Dr.RHP, Secretary mentioned that no advance was also released to meet out this 3.5lakhs expenses which is a heavy burden for an individual to spend from personal funds and wait for more than two months for reimbursements.</p> <p>The EC also decided that In future the norms can be framed for these kind of travel so that clarity can be obtained before travel is performed.</p>	Dr.SR Dr. RHP

<p>2023/09/08: Report on the Ms. Shruthi Viswanathan's mail dated 9th Aug 2023</p>	<p>The Chairman elaborated to the EC on the meeting held with the conference organizers(4 institutions) during 15th Sep 2023. The following decisions were taken by the EC:</p> <ul style="list-style-type: none"> - Informed that every organizer is requested to send their clarifications. - Treasurer informed that she has communicated to MCE that these conferences are declined by Madras Section. - If the clarifications sent by the organizers are reasonable and acceptable, the MCE will be communicated again to reactivate the conference for approval and also inform the organizer to postpone the date and reorganize it. - Ms Shruthi Viswanathan can be contacted and directly in this regard for more clarity on the allegations mentioned by her. -The Secretary, Dr. RHP suggested that a conference review committee can be formed and conference organizers can be invited for a meeting once in three months in-person to present their conference plan and schedule. - For each conference one EC member will be the coordinator and this can be scheduled in beforehand. 	<p>All EC Member</p>
<p>2023/09/09: Continuation of discussion Mr. Vincent Jain mail dated 9th Aug 2023</p>	<p>The Chairman and EC members approved to invite Mr.Vincent Jain for the next EC meeting. As next EC meeting will be clubbed with AGM, therefore he might be invited before the AGM.</p>	<p>All EC Member</p>
<p>2023/09/10: Continuation of discussion office Staff duties and responsibilities and payment of salary</p>	<p>The EC has approved to Rs. 1500/- each as an increment for office staff. As this increment is for the year 2023 it will be brought in to effect from Jan 2023. Therefore the arrear amount can also be disbursed from Jan 2023 – Aug 2023.</p> <p>The update on section staff duties/ responsibilities, attendance report will be discussed in EC before release of salary for every month. Based on EC approval only Treasurer to release the salary.</p>	<p>All EC Member</p>
<p>2023/09/11: Financial Status of the Section and Societies</p>	<ul style="list-style-type: none"> - The Treasurer reported on current financial status of the section. She informed that section and student branches has received the rebate from HQ for the year 2022. - The Treasurer informed that very less student branches have received the rebate. Therefore she informed that more awareness can be created by organizing Student branch officers' Meet in future. - The Travel support requested by Mr. Niranjan Kumar does not fit in to the travel grant norms. The section informed him to get his financial support from IEEE CS Society if applicable. - She informed that the section has received the TAN number and audit report will also be finalized by another 2 days. Therefore the date for next AGM can be fixed. 	<p>Dr. SR</p>
<p>2023/09/12: Purchase of office equipment's</p>	<p>The Treasurer informed to purchase 3 quotations and proceed to purchase the office equipments. In reply Dr. P. Sakthivel suggested to purchase the quotation from L- Cart and also check with GIEEE whether 1 quotation is enough if the quot is received from government.</p>	<p>All EC members</p>

<p>2023/09/13: Reports of Sub-Committee Activities</p>	<p>SPF : Dr. BN, informed that call for next UG SPF for 2023-24 will be announced to member soon.</p> <p>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. Therefore the Secretary initiated to make the payment for the same.</p> <p>Awards: Dr. Nirmal informed that he has organized an awareness program on IEEE Section Awards to members on 14th Sep 2023. He told that it will be announced during month of Oct 2023. A committee will be framed for this to scrutinizing these awards.</p> <p>SAC: Dr. S. Brindha informed that they have planned to organize an HUB congress on 23th Sep 2023. MDC chair added to this that MDC also will also join this event.</p> <p>MDC: Dr. RHP informed that he has delivered a lecture vide a webinar “ Join worlds largest Technical professional Organization” on 8th Sep 2023 @6;30pm onwards and 30 plus students/YP/professional members participated. At the end of the webinar a quiz completion was conducted and three winners were finalized and these three members will be rewarded with Membership subscription renewal for the next year,</p> <p>PELS: The SAA reported on their society activities. He insisted that EC member can concentrate more on the technical activities</p> <p>WIE: Dr.TSS, reported on the their activities. She informed that Returning Mothers conference is going to be conducted during 26th Oct 2023. She invited the EC members to attend this conference. Mr. Arun., Chair, YP informed that YP and WIE will jointly support the travel and registration for 5 members to attend this event. She informed that the financial support for Dr. N. Nithyavathi from WIE will the informed after looking into the financial statement of the WIE.</p> <p>Website: Mr. Ashwanth update on the section website problem. He informed that he will take care of the section website instead of depending on outsource/vendors. Dr. Nirmal requested to allot a tabin the swebsite for updating the section awards.</p> <p>YP: Mr. Ashwanth informed that YP represented the IEEE YESIST 12 held at Egypt on 2nd - 3rd September, 2023</p> <p>SIGHT: Mr. Arun conducted A Webinar On “What And Why Ieee Htb/Sight on 28th Aug 2023.</p> <p>ADSF SIGHT: As there is inclusion of third party funds, the section is unable to include the ADSF SIGHT funds under Madras Section account.</p>	<p>All EC members & Society Chairs</p>
<p>2023/09/14: Any other items with the permission of the Chair</p>	<ul style="list-style-type: none"> - Regarding the AAGM Minutes the Secretary informed that TN Society Registration renewal process will be initiated and AAGM minutes has been recorded and corrections if any, can be done during the next AGM while approval of minutes' agenda. - Regarding Dr. S. Thangaprakash the EC approved to write a letter to GIEEE as decided by ARC and AAGM. - EcoRev'23" Cycle Rally proposal has been submitted for financial support. For this the EC has approved Rs. 10000/- for this event. - Dr. N. Nithyavathy, has requested to support financially of Rs. 25000/- to attend IEEE YESIST 12 held at Egypt on 2nd - 3rd September, 2023. For this the Section Chair suggested that WIE Affinity Group, Madras Section, Chair can support her travel. - The Section Chair informed that he has met the Anna 	<p>All EC members</p>

	<p>University VC and discussed regarding payment of rent for the IEEE Madras Section office room. In reply the Anna University VC told to bring the all the payment documents regarding the building for further process.</p> <ul style="list-style-type: none"> - The Section Chair informed that MGA has framed the two local groups, one at VIT, Chennai Power Electronics local group and other is Madras Section Block chain local group. The section has joined the Madras Section Block Chain local group. The Chair requested the EC Members to disseminate this information to members. - Societies Chairs can be invited to the all the EC Meetings.. - The Section Chair informed that Madras Section has received awareness on Ethical Campaign Award for the first time. He appreciated and thanked all the EC members and the Society Chairs for receiving this award. - Dr. P. Sakthivel informed that Section should celebrate IEEE day during month of Oct 2023. Date can be decided for the same. Dr. Nirmal suggested that it can be organized at four different zones around Tamil Nadu to make awareness.. - Dr.RHP informed that he has rectified the officer reporting form in the Vtools and sent mail to HQ regarding this. He added to this that EC was not aware that Dr.Rathinavel is the Vice-Chair, IEEE Pothigai Sub-Section. The EC congratulated Dr. Krishnan Nella Perumal and team of the Pothigai Sub-Section. - Therefore he informed that Dr. Rathinavel can update and represent on behalf of Podhigai Sub-Section. - EC has approved to invite the Podhigai Sub-Section Chair also to all the EC Meetings. - The Secretary informed that he has received the mail from Mr. Prashanth Mohan to induct him in the Madras Section Execom. The EC has decided to collect his profile and then finalize. The Section Chair informed that another 2 senior members can also be co opted. The EC also decided to look into the earlier precedence and finalize. - The Section Chair updated the EC regarding the alleged email sent in the name of Dr. Prof. Muhammad Amin to MGA targeting the image of section. However the Principal of Al-Ameen Engineering College clarified that no one exists in this name and they are not aware of the mail. Hence the EC has approved the Secretary, Dr.RHP to file with cybercrime police regarding the unknown mail received from Dr. Prof. Muhammad Amin, IEEE Coordinator, Al-Ameen Engineering College, India on 4th Sep 2023. 	
<p>2023/09/15: Vote of Thanks & Adjournment of Meeting</p>	<p>Dr. RHP, Secretary proposed the vote of thanks. He thanked all the ECmembers and Society Chairs present.</p> <p>The next meeting is planned on 28th Oct 2023 along with AGM 2023.</p>	

Dr. R. Hariprakash,
Secretary,
IEEE Madras Section