Minutes of the meeting
IEEE Bhubaneswar Executive Council

Date: 06.05.2016

Venue: Multidisciplinary Research Cell, Siksha 'O' Anusandhan University, Bhubaneswar

The meeting was chaired by Prof P K Dash, Chair, IEEE Bhubaneswar sub-section. The meeting was attended by the following members.

> **Chair:**   Prof P K Dash
> **Vice Chair**: Prof G Panda (IIT BBSR)
> **Secretary:** Dr S R Samantaray (IIT BBSR)
> **Members:**
> > Prof A K Tripathy- SIT BBSR
> > Prof Ajit K Panda, NIST
> > Prof A K Sen- KIIT BBSR
> > Prof Tapas Kumar Panigrahi, IIIT BBSR
> > Prof Jayashree Ratnam (Chair, Women in Engineering)- (SOA University)
> > Dr D P Dogra (Chair, Student Activities)- IIT BBSR
> > Dr Sujata Chakravarty- OEC BBSR

The proceeding of the meeting continued as per the agenda and the following decisions are made on each item.

1. **Enhancing IEEE activities:**
    (i)   IEEE Lectures
    (a) Experts coming from within India as well from foreign countries to deliver talk at various institutes (during conferences periods) can be invited for IEEE lectures at other institutes. The information of visit of such experts can be circulated to the EC members for further action.
    (b) The expert lectures arranged by the institute can also be converted to IEEE lectures with a prior approval from the institute.
    (c) At least 6 lectures to be arranged to be delivered by experts during next 6 months .
    (d) Speakers for NPSC 2016 can also be invited by other institutes to deliver IEEE Lectures.
    (e) The IEEE expert lecture program can be started by inviting Dr Binay Kumar Das, Director, ITR, Chandipur. Prof G Panda will coordinate this program at IIT Bhubaneswar.

    (ii)   Workshops

    (a) Workshops under the banner of IEEE Bhubaneswar sub-sections will be organised by Prof P K Dash at SOA University (on Power and smart-grid), Prof G Panda (Signal Processing and Communication) at IIT Bhubaneswar, Prof Ajit K Panda at NIST (Device and circuits) and Prof Jayashree Ratnam at SOA University (Access Network) within December 2016.
    (b) A mini-Colloquium including invited keynote lectures is to be arranged. Prof Ajit K Panda, NIST Berhampur and member of EC will coordinate the same.

(c) A student Symposium will be organised which will include keynote lectures and paper presentation at IIT Bhubaneswar under the convener ship of Dr Dogra of IIT Bhubaneswar during September 2016.

(iii)   Technical Co-sponsorship to Conferences

(a) The application for technical co-sponsorship of International conference on signal processing, communication, power and embedded system (SCOPES-2016) to be organized by Centurion University has been approved by IEEE Bhubaneswar sub-section and waiting for approval of IEEE Kolkata section.

(b) The application for technical co-sponsorship for ICIT 2017 scheduled at IIIT Bhubaneswar is awaited.

2. Society Chapters:

(a) The PES chapter application is approved by the sub-section. The same will uploaded soon.

(b) Application for Other chapters such as Signal Processing (Prof G Panda), Communication Chapter (Prof   Prof Jayashree Ratnam), Device and Cirtcuits (Prof Ajit K Panda), Computer Society (Dr Dogra) will be placed before the EC during next meeting. Thus, the coordinator for the respective chapters are requested to complete the application form with signature of members of required society and place those for approval.

3. Membership Drive:

(a) The membership drive can be triggered initially by the EC members at their respective institutes. Further, the EC members can also take steps to propagate the same to other institutes across Odisha.

(b) The EC members will also visit other institutes time to time and deliver talks on cutting edge areas for benefits of IEEE membership to strengthen membership drive.

4. Financial issue:

(a) Currently the IEEE Bhubaneswar sub-section has zero balance as we have not received anything from IEEE and it will take some time. Our bank details have been registered with IEEE Bangalore section for future transactions. Thus, the EC members decided to start a corpus fund contributed by each EC members (**Rs 1000 each**) to meet the essential expenses for meetings etc. for the time bring. The EC members can deposit the same in the following account:

>   A/C NO: **24282210007217**
>   BANK: **SYNDICATE BANK**
>   BRANCH CODE: **2428**
>   ADDRESS: **IIT BHUBANESWAR, SAMANTAPURI, DIST-KHURDA, BHUBANESWAR, INDIA**
>   IFSC CODE: **SYNB0002428**
>   SWIFT CODE: **SYNB1NBB143**

5. **Inviting Industry Experts**

    It is decided to invite some industry personnel for OPTCL, GRIDCO, NALCO, NTPC etc. as special invitees in the next EC meeting.

6. **Official opening of IEEE Bhubaneswar sub-section**

    One function will be organised to mark as an **official opening of IEEE Bhubaneswar sub-section**, during June-July 2016.

The meeting ended with thanks to the chair

Date: 08.07.2016

Venue: Multidisciplinary Research Cell, Siksha 'O' Anusandhan University, Bhubaneswar

The meeting was chaired by Prof P K Dash, Chair, IEEE Bhubaneswar sub-section. The meeting was attended by the following members.

       Chair: Prof P K Dash
       Secretary: Dr S R Samantaray (IIT BBSR)
       Treasurer: Mr Badrinarayan Sahu (SOA University)

       Members:
             Prof A K Tripathy- SIT BBSR
             Prof Ajit K Panda, NIST
             Prof L N Tripathy, IGIT Saranga
             Prof Tapas Kumar Panigrahi, IIIT BBSR
             Dr Sujata Chakravarty- OEC BBSR

The proceeding of the meeting continued as per the agenda and the following decisions are made on each item.

1. **Enhancing IEEE activities:**

    (a) A mini-Colloquium (ED Society) will be organised by NIST Berhampur during Oct-Nov 2016. Prof Ajit K Panda will be the convener of the program.
    (b) A 3 days workshop will be organised by Prof P K Dash at SOA University during December 2016 focussing on Energy Systems and Smart-grid.
    (c) A workshop inviting Academia and Industry will be organised by Prof A K Triparty at Silicon Institute of Technology. The draft will be made ready for circulation soon by Prof Triparty.
    (d) Possibility of a joint program under IEEE Indian council and IEEE Bhubaneswar Sub-section will be explored.

2. **Inauguration of IEEE Bhubaneswar Sub-section:**

    The inauguration of the sub-section will be arranged during August/September 2016 at IIT Bhubanedawar.

3. Newsletter:

A proposal has been passed for publishing a newsletter of the sub-section. The responsibility will be given as decided earlier: Newsletter Committee- (Prof A K Tripathy and Mr L N Tripathy)

4. Membership Drive:

The current membership status is as follows:

Senior Member-	35
Member-	251
Graduate Student Member-	155
Student Member-	629

The membership drive has to continue to increase the membership.

5. Technical Co-sponsorship:

(a) The technical co-sponsorship for CSOPE organise by Centurion has been approved.
(b) The application for ICIT 2016 to be organised by IIIT Bhubaneswar has to be made to the sub-section.

The next meeting will be organised at NIST Berhampur.

The meeting ended with thanks to the chair

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Minutes of the meeting
IEEE Bhubaneswar Sub-Section Executive Council

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Date: 10.09.2016 (4ᵗʰ EC meeting)

Venue: Multidisciplinary Research Cell, Siksha 'O' Anusandhan University, Bhubaneswar

The meeting was chaired by Prof P K Dash, Chair, IEEE Bhubaneswar sub-section. The meeting was attended by the following members.

Chair: Prof P K Dash
Vice Chair: Prof G Panda (IIT BBSR)
Secretary: Dr S R Samantaray (IIT BBSR)
Treasurer: Mr Badrinarayan Sahu (SOA University)

Members:
Prof A K Tripathy- SIT BBSR
Prof Ajit K Panda, NIST
Prof A K Sen- KIIT BBSR
Prof Jayashree Ratnam (Chair, Women in Engineering)- (SOA University)
Dr D P Dogra (Chair, Student Activities)- IIT BBSR
Dr Sujata Chakravarty- OEC BBSR

The proceeding of the meeting continued as per the agenda and the following decisions are made on each item.

1. **Tribute to Prof J Nanda**

IEEE Bhubaneswar sub-section expressed deep sorrow for Prof J Nanda, Ex professor of IIT Delhi, who passed away during last month.

2. **Activities:**

   (i) Workshop to be organized during 19-21ˢᵗ December 2016 at ITER , SOA University under PES Chapter/IEEE Sub-section (Prof P K Dash)
   (ii) Women Engineering Cell program to be organized on "Technology Trends in Smart Communication" during 14-15 December 2016 at ITER, SOA University (Prof Prof Jayashree Ratnam).
   (iii) Prof Arindam Ghosh will deliver a talk (PES Chapter) at Silicon Institute of Technology in November (Prof A K Tripathy).
   (iv) IEEE Student Colloquium to be organized at IIT Bhubaneswar on 22nd October 2016 (Dr D P Dogra).

(v) EDAS mini Colloquium will be organized on 19th February 2017 at NIST, Berhampur followed by two-day national conference.

3. Society Chapter:

(i)   The EC for the newly approved PES chapter will be formed soon.

(ii)   Petition for other chapters such as Signal Processing, Communication and EDS will be submitted soon.

4. Membership Drive:

Membership drive is a continuous process and the EC members will drive the same accordingly.

5. IEEE BBSR Sub-section website:

Chair Prof P K Dash along with EC members launched the web-site of IEEE Bhubaneswar sub-section. The link is as follows:

www.ieeebbsr.org

The next meeting will be organised at NIST Berhampur.

The meeting ended with thanks to the chair

Date: 19.11.2016 (5ᵗʰ EC meeting)

Venue: NIST Berhampur

The meeting was chaired by Prof P K Dash, Chair, IEEE Bhubaneswar sub-section. The meeting was attended by the following members.

Chair: Prof P K Dash
Secretary: Dr S R Samantaray, (IIT BBSR)
Treasurer: Mr Badrinarayan Sahu (SOA University)

Members:
Prof A K Tripathy, SIT BBSR
Prof Ajit K Panda, NIST
Dr Loknath Tripathy, IGIT
Dr Tapas Panigrahi, IIIT
Dr Sujata Chakravarty-,OEC BBSR

The proceeding of the meeting continued as per the agenda and the following decisions are made on each item.

1. **Activities:**

    (i) Till now IEEE Bhubaneswar sub-section has organized **7 Lecture Programs** in collaboration with other institutes drawing eminent people and **Student Colloquium**.

    (ii) **Student Colloquium** has been organized on 22ⁿᵈ October 2016 at IIT Bhubaneswar. The detailed event and the financial transaction was placed before the EC and approved.

    (iii) **Student Colloquium** to be organized annually during **3ʳᵈ week of October** at different parts of the state. The event can be for two categories of students namely B Tech and Research (M Tech and PhD).

    (iv) **IEEE Bhubaneswar Sub-Section B. Tech protect completion** during March or April of every year: The projects can be either of two categories such as **Hardware and Computational**. Best **three projects** of each institute will be drawn for the completion and the **best three will be selected.** This will be organised by the IEEE Student Branch and the respective venue institute. The event will be in two phases: Shortlisting of projects and Final Presentation. **TA/DA will be given to the students and Breakfast/Lunch will be arranged for the students at the venue institute.**

    (v) Workshop at SOA University on **"Renewable energy and Smart Grid"** will be organized in **January or February 2017**.

(vi) Some Programs will be organized in joint **collaborating with IEEE Power India Council.**

2. **Newsletter**

(i) **The committee for the newsletter is as follows:**

      Prof A K Tripathy

      Dr Tapas Panigrahi

      Dr Sujata Chakraverwty

The newsletter will be **published quarterly** having following sections. Initially the content will include **General and Technical activities**. Further publishing **articles** can be induced in the same.

The **PDF of the newsletter will be published and circulated**. If the volume will be limited to 4 pages, then the same will be published in press.

The first issue will be published in January 2017.

3. **Society Chapter:**

(i) The EC for the newly approved PES chapter will be formed soon.

(ii) Petition for **EDS chapter will be done in the first week of December 2016**. Other chapters such as Signal Processing, Communication will be submitted soon.

4. **Membership Drive:**

1. A letter to the Head of the Institutes will be sent from the Chair, IEEE Bhubaneswar Sub-section on the membership drive in faculty as well as student community.

2. Letters to the Head of the Institutes will be sent from the Chair, IEEE Bhubaneswar Sub-section to Industries for participation in IEEE activities and membership drive.

5. **Technical Co-Sponsorship for the conference:**

The EC placed the following conditions for approving the technical co-sponsorship to the Institutions/organizations applying for the same:

(i) There must be a **two-year gap** between the IEEE conferences in any institute/organization in Odisha.

(ii) The institute/organization must have published **3 SCI journals**

(iii) The institute/organization must have **10 conference papers in IEEE Xplore**.

(iv) The institute/organization must mention **3 eminent persons** who will be invited during the conference.

(v) There must be at least **10 IEEE members** in the institute/organization.

The meeting ended with thanks to the chair.