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**Meetings of IEEE Delhi Section Exec Com of 2023**

**Gist of Minutes of the Fifth Executive Committee meeting held on 14th January 2024**

1. Fifth EXECOM meeting of the section was held at 12:15p.m on 14th January, 2024 at BVICAM, Paschim Vihar, New Delhi, after adjournment for 45 minutes from scheduled time. It was attended by 23 members.
2. Chairperson designate along with EXECOM members paid tribute to Late Prof Malay Ranjan Tripathi, former chair, RFID - Antennas and Propagation chapter.
3. Financial support was approved for Dr Anshul Varshney to attend Treasurer’s meeting at Kochi, Rs. 1 Lac was approved for conduct of DSSYWC 23 (NSUT) and a matching grant of USD 1500 was approved for organization of 2024 IEEE WIE ILS to be held on 10-11August, 2024.
4. Financial support was also approved for visit of Chair and Prof Prerna Gaur to Malaysia to attend IEEE R10 AGM
5. Prof Ansari informed about decline of petition to form a joint chapter of IEEE IAS and CS Rajasthan subsection, approval of new chapter of IEEE Aerospace and Electronic Systems society and formation of five new SB chapters.
6. Minutes of last EXECOM meeting were approved and Prof Arun Kumar Singh was requested to call the AGM and constitute the new execom for RFID - APS joint chapter.
7. Secretary presented membership details and number of activities conducted by the chapters and affinity groups
8. Secretary also informed about the workshop on Conference Quality management organised by Punjab Engineering College.
9. Secretary also informed about elevation of Prof. Bijaya Ketan Panigrahi to Fellow, IEEE.
10. He also updated members about TENSYMP 2024.
11. Prof. Rachana Garg announced the slate of execom members for year 2024.
12. It was decided to hold AGM on 18th February

**Gist of Minutes of the Fourth Executive Committee meeting held on 7th October 2023**

1. Fourth EXECOM meeting of the section was held at 6:00p.m on 7th October, 2023 at Poornima College of Engineering, Jaipur after adjournment for two hours from scheduled time. It was attended by 17 members. Chairperson designate thanked Prof. Mahesh Bundele, Director, Poornima College of Engineering, to host the meeting in his campus
2. At the outset, chairperson designate brought forward various achievements of the section including large section award by R10; Outstanding Member Recruitment Performance award 2023; formation of IEEE Communications Society Student branch chapter at the BPIT and IEEE WIE Student branch affinity group at Government Engineering College, Ajmer ; sanction of MNIT Control System Society Student branch chapter; sanction of two projects from IEEE R10 (for conducting an Industry sponsored workshop and for conduct of a workshop on Conference Quality management)
3. Members were also informed about grant of USD 1250 sanctioned to Mr Bipin Kumar Saw, chair, IEEE Photonics Society Student branch MNIT, Jaipur for event held between 15th to 30th August, 2023, Grant of USD 1000 sanctioned for VTS Delhi chapter and nomination of Mr Faraz Idris from JMI for participation in IEEE Computer Society Student & Young Professionals Global congress 2023 and celebration of 48th Foundation Day Pakhwara of IEEE Delhi section at NIT, Srinagar.
4. Minutes of third execom meeting held on 27th May, 2023 were approved.
5. Secretary informed about membership count of the section (6594) and discussion were held about visit of IEEE President to Delhi section; Prof. Jasdeep and Prof. Rajnish’s participation in Section meet (Canada) and TENSYMP 2023 (Canberra) respectively.
6. Prof. Prerna requested that financial support for the student branches should be released in February
7. Mr.Preet Yadav informed about current membership growth of CASS Delhi Chapter (100 members) and also informed about opening of new student branch chapter in IIT, Jammu and also 3 student branch chapters in Jaipur. He also informed about his plan to visit Korea to present a bid to host ISICAS 2024 at Delhi, for which financial support from the section was requested.
8. On behalf of the Treasurer, financial report of the section was presented by the Joint Secretary. All the chapters/affinity groups, or the members taking funding from IEEE Delhi section directly, were asked to submit original bills to the section treasurer and preferably three quotations should be invited for purchase of items more than Rs.25,000.
9. EXECOM agreed to extend support of Rs.20,000 for Dr R K Vir memorial lecture and financial support to Prof. Ansari for his additional two days stay in US to receive EAB award.

**Gist of Minutes of the Third Executive Committee meeting held on 27th May 2023**

1. Third EXECOM meeting of the section was held at 4:00p.m on 27th May, 2023 at BVICAM, Paschim Vihar, New Delhi, after adjournment for half an hour from scheduled time. It was attended by 15 members (including 04 in online mode)
2. Chair Designate, welcomed the members and extended thanks to Prof. M. N. Hoda for facilitating the campus of BVICAM for holding meeting and congratulated his team for hosting various activities as part of 48th Foundation day -Pakhwara celebrations of IEEE Delhi Section from 13th May to 27th May 2023. More than 250 students won prizes in various activities. Rs.75,000 was approved for BVICAM for Foundation day celebrations.
3. Section Chair designate informed EXECOM members about endorsement of new Young Professionals Affinity Group Chair Ms.Shatakshi Tomar and endorsement of IEEE Delhi Section’s application for EAB’s “Section Professional Development Award”.Rs 50,000 was approved for YPAG to conduct activities.
4. Entire EXECOM appreciated the tireless efforts put in by Prof. Subrata Mukhopadhyay in maintaining and updating the Section website. EXECOM members also appreciated the Inter-society relations committee for organizing talks every Saturday in online mode since the past two and a half years.
5. Dr.Arun Kumar Verma proposed to hold one EXECOM meeting in this year at IIT Jammu.
6. The Section chair designate apprised the members about the three projects approved by IEEE Region 10 Educational activities committee in April 2023 under Section’s matching fund policy:
7. Section EXECOM appreciated Student Branch of Maharaja Surajmal Institute of Technology for the launch of IEEE MSIT I-CON Magazine and informed about approval of the petition to form Malviya National Institute of Technology Biometric Council Student Branch Chapter on May 2, 2023.
8. Prof. Abdul Q. Ansari informed members about nomination of Dr. Jasdeep Kaur Dhanoa as the Primary Delegate of the Section to attend the Section Congress scheduled to be held during 11-13 August in Ottawa, Canada.
9. Section approved a fund of Rs 10,000 to Jaypee University of Information Technology, Waknaghat, Solan, Himachal Pradesh, India for conducting MUN style Hackathon on April 21-22 2023.
10. With reference to Rs 30,000 support requested by Mr.Ramneek Kalra, Member, India Council for organizing “Returning Mother’s Conference” at NorthCap University, it was decided that the Section chair may ask the organizers about the conference budget etc and accordingly decision may be taken.
11. It was proposed to hold DELCON 2024 at BVICAM during 21-23 November 2024 and DELCON 2025 at Jamia Milia Islamia, Delhi.
12. Section approved fund of Rs. 5000 to IEEE IAS-PES Student Branch Chapter, Thapar Institute of Engineering and Technology (TIET), Patiala for organizing three events on 29th April 2023 on the occasion of PES Day at TIET, Patiala
13. It was decided that TA to outstation EXECOM members for attending the EXECOM meeting from place where direct train connectivity is available, either 3 Tier AC of the train or Economy Chair car of Shatabdi or similar train along with Rs 2000 for local transport would be reimbursed. Places from where there is no direct train, cheapest flight tickets may be booked at least 21 days prior to date of travel.
14. Treasurer apprised about discussions held during online training program of the treasurers conducted by GIEEE on 12th May 2023 and highlighted following points:

* Student branches should be encouraged to open their Separate bank accounts
* Transactions on personal accounts/names are to be avoided as much as possible.
* If any chapter is having substantial balance in their account, they should register as separate society and open separate bank account.
* PAN card of the section should not be used by any society/chapter or affinity group and in case it is already been used it is requested to inform the same to the Section

1. It was proposed to hire a part-time accountant to manage Section’s finances and help treasurer.

**Gist of Minutes of the Second Executive Committee meeting held on 23rd April 2023**

1. Second execom meeting of the section was organized on 23rd April, 2023 at BVICAM, New Delhi from 11.30 am onwards. 22 members attended the meeting.
2. Chair designate of the section welcomed all the execom members and told about the celebration of IEEE India council day. He requested members to plan activities to celebrate IEEE Delhi section day.
3. Minutes of the first execom meeting held on 24th February were confirmed.
4. Secretary's presented report of activities submitted by all chapters in Vtools and Executive Vice Chair was requested to reach out to the chapters which have not been reporting any activity. Chairperson requested all members to update section secretary about the change of Chairpersons for any society chapter so that same may be updated on website of the section.
5. Count of members till 22nd April, 2023 was reported as 5246.
6. The Treasurer presented the report about the finances of the Section.
7. Rajasthan Subsection was requested to submit audited expenditure report of 2023 for release of sanctioned amount of Rs. 1,00,000/- It was suggested that the Rajasthan subsection should try to generate their funds through activities and should apply for upgrading to Section.
8. EXECOM members applauded the efforts of Prof. Manoj Saxena as he informed that 108 new members joined EDS from October 2022 – April 2023.

6. Following proposed budget expenditures were approved –

* Public relations and Publication – Rs. 1 Lacs
* Membership development committee – Rs. 80, 000/-
* SIGHT – Rs. 1 Lacs
* Inter society Relations (Internal), Rs. 50,000
* Secretary’s visit to attend TENSYMP 2023 at Canberra, Australia in his capacity as Organizing chair, TENSYMP 2024 – approx. Rs. 1.5 Lacs
* Industry relations – Rs. 80,000
* Educational activities – Rs. 80,000
* Budget sanction for all other standing committees - same as last FY

7. Secretary displayed the draft website for TENSYMP 2024 to be hosted by the section from 27th to 29th September, 2024 at IICC, New Delhi.

8. Prof. Hoda informed that BVICAM will host DELCON 2024 and dates for the same will be confirmed soon.

9. Dr Rajnish Sharma informed that total 106 papers presented at DELCON 2023 held from 24th to 26th February at Chitkara University, Punjab campus will be submitted to IEEE Xplore soon.

**Gist of Minutes of the first Executive Committee meeting held on 24th February 2023**

1. First Executive Committee meeting of the Section was held on 24th February, 2023 at Chitkara University, Punjab campus at 4.30 pm. Thirteen Exec Com members attended the meeting.
2. Chair designate of the section welcomed all the execom members and congratulated Vice chancellor and entire team of Chitkara University for hosting 2nd Edition of Delhi section conference, DELCON.
3. It was decided to send invitation to Dr Mahesh Chand Kala, Dr Ashish Khanna and Dr Pradeep K Gupta to join the execom as co-opted members. Prof. Prerna Gaur and Prof. Subrata Mukhopadhyay were also requested to recommend one member each.
4. It was decided that any execom member coming from outside NCR will be supported to extent of Rs.10,000 or actuals which so ever is less.
5. Prof. Ashu Verma and Prof. Rachana Garg took over as Finance chair and Nomination committee chair respectively for year 2023.
6. Discussions were held about TENSYMP 2024 to be hosted by the section in New Delhi
7. As requested by Mr Vijay Dutt, execom agreed to issue certificate to volunteers for Dr R K Vir memorial lecture
8. It was decided that as per clause 8.4 of section by-laws, the Treasurer jointly with either the Chairperson or Secretary or Joint Secretary shall be authorized to draw funds as approved by the Section Executive Committee.

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**Meetings of IEEE Delhi Section Exec Com of 2022**

**Gist of Minutes of the fourth Executive Committee meeting held on 10th December 2022**

1. Fourth Executive Committee meeting of the Section was held on 10th December, 2022 in Bharti Vidya Peeth campus, Paschim Vihar, New Delhi. 19 Exec Com members attended the meeting.
2. Chair welcomed all the Exec Com members and thanked them for their participation in the meeting. She congratulated Prof Subrata for being appointed as IEEE Election Oversight Committee Vice Chair for a term to begin on 1 January 2023 and end on 31 December 2023. She further informed that Mr. Deepak Mathur, R10 Director and Dr. Suresh Nair IC Chair were appointed as VP-Elect, MGA, and as Member, MGA Nomination and Appointment Committee respectively. All Exec Com members congratulated them.
3. Chair also informed about various laurels won by members from Delhi Section for the India Council awards. Summary of these awards is as below -

- LTA Award IC Chair: Dr. H. L. Bajaj, Former Chairperson of CEA, & Former Member, ATE, IC Chair (1991-1993)

- Outstanding Student Volunteer: Akshat Aggarwal (Netaji Subhas University of Technology)

- Outstanding WIE Student Volunteer: Vandana Chauhan (Chandigarh University)

- Dr. Sakshi Dhanekar and Ms. Shatakshi won the Shri PP Chabaria award for Women Engineers

1. Minutes of the third Executive Committee Meeting of IEEE Delhi Section held in online mode on 23rd September 2022 were confirmed.
2. Mr. Daman’s inputs about MOVE outreach India program were well appreciated by all Exec Com members.
3. Membership count was reported about 5,900. Secretary brought to the notice of all Exec Com members the following points.
4. Proposal to host TENSYMP 2024 by Delhi Section had been submitted.
5. Discussions were held about date of next Annual General Meeting. It was decided tentatively that the meeting would be held in the last week of January 2023. Actual date however would be finalized keeping in mind the provisions of Section By-Laws.
6. Treasurer apprised Exec Com members about the balance in the savings account, funds received from GIEEE India office in Oct- Nov 2022 and funds disbursed to various Chapters and Affinity Groups. She also talked about the release of Section support of Rs.10,000 each to about 32 Student branches. Members were also informed about the submission of form 10B for the assessment year 2022-23 and submission of financial report for the period January 01 to June 30, 2022, to IEEE MGA.
7. It was decided to procure gifts for AGM 2023 in the range of Rs.2,000-2,500 per person and for outgoing Exec Com members in the price range of R.2,500-3,000 per person.
8. Prof. Prerna Gaur in her capacity as Chair of the Nomination Standing Committee presented the slate indicating the names of the Exec Com members for the year 2023.
9. Prof. Subrata Mukhopadhyay as ECC was requested to circulate the slate to all members of the Section through an electronic communication and call for petition(s), if any in the next 28 days as per section Byelaws.
10. Discussions about a particular point were nonconclusive in the last few meetings. It was decided that the point would again be taken by the next Exec Com elected for year 2023.
11. Point was discussed in detail about the actual need of leasing an office space at IIT Delhi campus in the context of the present address of the Section at BVICAM meeting all the actual purposes. After a lot of deliberations and discussions, the issue was decided to be dropped from any further discussions.
12. Dr Rajnish Sharma updated Exec Com members about preparations going on for 2nd edition of DELCON.
13. Mr. Daman Dev Sood, Chair, CS Chapter shared his experience about the latest episode on his personal front about his mother’s treatment under an IEEE Medical insurance policy. All Exec Com members thanked him for sharing such valuable information and also expressed condolences on hearing about the sad demise of the mother of Mr. Sood. affirming their solidarity with Mr. Sood at this juncture.

Mr. Vijay K Dutt asked about raising the level of fund from Section for supporting R K Vir Memorial lecture to Rs. 40,000 in the Auditorium of Institution of Engineers. Point was discussed and like previous years level of support was kept at Rs.15,000.

**Gist of Minutes of the third Executive Committee meeting held on 23rd September, 2022**

1. Third executive committee meeting of the Section was held on 23rd September 2022 in IIT Delhi campus which was attended by 18 members.
2. Meeting was scheduled to start at 6.30 pm. However, due to inclement weather and lower attendance, meeting was decided to be adjourned for 30 minutes and started at 7 pm only.
3. Chair welcomed all the Exec Com members and thanked them for their participation in the meeting. She especially appreciated the efforts of all the members who could make it to the meeting venue in spite of adverse weather condition on that day.
4. During her welcome address, she informed Exec Com members about establishment of new student chapters, visit of IEEE leaders, visit of Delhi Section delegates to Jeju Island from 10th to 14th August and future participation of AISYWLC event from 7th to 9th October.
5. Minutes of the second Executive Committee Meeting of IEEE Delhi Section held in online mode on 29th June, 2022 were confirmed.
6. Membership count was reported as 5284.
7. It was also brought to the notice of all Exec Com members that following volunteers from Delhi Section had won awards from R10. A summary of the same is presented as below –

* 2022 R10 Life Member Outstanding Volunteer Award – Dr. Harbans L Bajaj
* 2022 IEEE R10 Special Recognition to SAC Volunteers – Garima Patel and J Ashwin Nair
* Winners of the Darrel Chong Student Activity Award 2022 – Netaji Subhas University of technology (NSUT), New Delhi and Delhi Technological University (DTU)
* CS Distinguished Contributor 2021 Award to Mr. Daman Dev Sood

1. It was further informed by the Secretary that Region 10 discontinued the incentive scheme for Sections after its review in Region 10 Exec Com and decided to provide incentive to Councils and 9 Subsections (directly under Region 10) only, based on the activities carried out by these Organizational Units due to not getting any rebate/support from IEEE.
2. Dr. Sneha Kabra presented the Treasurer’s Report and provided all the information about the availability of funds in the Savings and FD accounts of the Section.
3. A financial budget of Rs. 25,000 was approved to support Pune Section to conduct the activity in lieu of which four free registrations would be allowed by the hosts. Besides that, a support of Rs. 5,000 each would be provided to 12 participants who could be students or nominees of WIE or YP.
4. All out appreciation was made by committee member for this wonderful initiative of MOVE Outreach India program in terms of making available a truck for extending timely support for management of any kind of natural disaster. Delhi Section Exec Com agreed in principle to provide volunteers for this initiative at the time of any type of requirement.
5. Detailed deliberations were held about industry awards. Monetary prize as well as support to attend the AGM to awardees was finalized.
6. Discussions were held about selection of only quality conference proposals to be finally agreed upon by IEEE Delhi Section to be technical sponsor.

Secretary was delegated the task of preparing the proposal for any of the R10 conferences for which the last date of submission would be 31st October 2023.

**Gist of Minutes of the second Executive Committee meeting held on 29th June 2022**

1. Second executive committee meeting of the section was held on 29th June 2022 in an online mode.
2. Total 29 members attended the meeting.
3. Chair welcomed all the Exec Com members and thanked them for their participation in the meeting. She further welcomed members who were attending the meeting on behalf of various Organizational Units affiliated to the Section in the absence of designated *ex-officio* Members. She congratulated the office bearers about establishment of new chapters.
4. Minutes of the meeting held on 1st April were confirmed with just one suggestion coming in from Prof. Prerna about Delhi section congress fund being raised to Rs. 1 Lac.
5. Discussions were held about the R10 Education activity workshop to be held on 22nd July.
6. A special exec com meeting was also approved to be held in PEC, Chandigarh on 22nd July.
7. Dr. Sneha Kabra presented the Treasurer’s Report and provided all the information about the availability of funds in the Savings and FD accounts of the section.
8. Reports from following chapters / societies were displayed –

* EDS | Prof. Manoj (Chair, ED Society Chapter)
* CS chapter by Mr. Daman Dev Sood
* WIE by Prof. Priya Mahajan
* VTS chapter by Prof. Swades De and Vice chair, Mr. Vijay Kumar Dutt | efforts from newly established chapter were appreciated.
* APS – Jaipur chapter
* SAC activities | New SSN had been formed

1. Dr Rajnish informed about the status of DELCON 2023 according to which proposal had already been submitted to chair of the committee and website was also partially ready.
2. Budget for various standing committees was approved on reimbursement basis.
3. It was finalized that the support to conduct activities proposed by Mr. Daman may be provided by CS chapter and the host institute where the event would be conducted. Besides that, possibilities of inter society/chapter collaborations could also be explored.
4. For upcoming International leadership summit (29th – 30th July, 2022), an R10 activity, names of Prof. Sapna, Prof. Manpreet and Prof. Sneha were approved to attend the event at Thiruvananthapuram. Amount for travel and full registration fee were approved in this regard.
5. Travel of Prof. Prerna Gaur and Prof. Rachana Garg to Hyderabad for WIE event in July 2022 There was also approved.
6. Deliberations were held about participation of volunteers from section in upcoming R10 SYWLC 2022 to be held from 11th to 14th August 2022. Names of 6 volunteers (SAC chair, WIE chair, LM chair, YP chair, Secretary of the section and Student member) were approved.

**Gist of the Minutes of the first Executive Committee meeting held on 1st April 2022**

1. First executive committee meeting of the section was held on 1st April 2022 in a hybrid mode. 8 Exec Com members attended the meeting in physical mode (held at BVICAM campus) while 20 joined in online mode.
2. Chair welcomed all the members and thanked them for their enthusiastic participation in the activities of the Section.
3. Minutes of the Fifth Executive Committee Meeting of IEEE Delhi Section held on 14th January 2022 through an online mode were confirmed.
4. In Secretary’s report it was confirmed that Section would be applying for IEEE MGA Large Section Award (by the last date, 15th May 2022). Besides that, calendar of activities was also finalized.
5. Dr. Sneha Kabra presented the Treasurer’s Report and provided all the information about the financial health of the Section.
6. Names of Standing Committee Chairs were finalized. Secretary was told to develop a process so as to take names of the other members of Standing Committees from respective Chairs on google form.
7. Names of Coopted members were also deliberated upon. In subsequent communications, names would be sought by Secretary and would be got approved by Exec Com through email.
8. Standing Committee Chairs would also be requested to provide the details of the budget for year 2022.
9. Support of Rs. 50,000 was approved for the conduct of Students Awards Event to be held at Manav Rachana University shortly.
10. Amount of Student Branch support was proposed to be increased based on count of membership vis-à-vis activities conducted by them.
11. Another proposal relating to increase of travel charges for attending Exec Com meeting was approved to be increased from the present amount of Rs.1,000 to Rs. 2,000.
12. Based on the interest shown it was decided that Chitkara University, Punjab, and BVICAM, New Delhi would be hosting DELCON 2023, and DELCON 2024 respectively.

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**Meetings of IEEE Delhi Section Exec Com of 2021**

**Gist of Minutes of the fifth Executive Committee meeting**

1. Fifth executive committee meeting of the Section was held on 14th January 2022 in an online mode on Google meet platform from 6.30 pm to about 9 pm.
2. In total 31 Exec Com members could attend the meeting.
3. Chair welcomed all the members for the fifth executive committee meeting and informed them briefly about the various initiatives being undertaken by various units of the Section. She expressed the hope that Exec Com meeting would soon be held in an offline mode once with substantial relief from Pandemic. She appreciated the raised count of Section membership close to 5500 + (including about 2600 student members). That way, scheme of Future 50 by IEEE had helped a lot.

She informed the committee members about hosting the visit of R10 Director, Mr Deepak Mathur on 2nd December 2021 in which she had made a presentation. Efforts from the section were well appreciated by Mr. Mathur. As a part of his visit, a special interaction session with Exec Com members and Exec Com of Life members was also organised at India International Center.

She applauded the efforts of all Section volunteers for contribute enabling to get a grant of USD 3000 as incentive from R10.

1. Secretary informed that the final minutes of the 4th meeting were circulated on 9th January 2022 after incorporation of all the suggestions received. Besides that, the gist of the MOMs too was uploaded on Section website
2. Secretary read the report of activities undertaken by various Chapters and Affinity Groups. In totality, 862 activities had been reported. Besides that, total count of Section members was reported to be equal to 5556.
3. Treasurer furnished a statement of all the income and expenditures carried out since the conduct of last executive committee meeting held on 14th November 2021.

Besides that, she also apprised the members about renewal of society registration of the Section and annual financial report to be submitted through NetSuite to IEEE MGA.

1. All Chapter Chairs and Affinity Group chairs who had submitted their reports earlier presented a brief about the activities conducted by them.
2. Prof. Prerna Gaur informed about the preparations going for conducting maiden edition of DELCON 2022.All Exec Com members assured full support for the success of the conference.
3. Logo of the section was finalized as below -

Logo, icon

Description automatically generated

1. It was finalized that next AGM should be held on 20th February 2022.

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**Gist of Minutes of the fourth Executive Committee meeting held on 14th November, 2021**

1. Fourth executive committee meeting of the Section was held on 14th November 2021 in an online mode on Google meet platform from 11.30 am to about 2 pm. 31 executive committee members attended the meeting.
2. Chair welcomed all the members for the fourth executive committee meeting and informed them briefly about the various initiatives being undertaken by various units of the Section. She informed the committee members about formation of new student branch chapters. She further requested all the members to regularly update details of activities conducted by them on Vtools. Besides that, she informed the committee members very briefly about DELCON and Industry awards by Delhi section.
3. Minutes of the third exec com held on 20th August 2021 were confirmed.
4. Secretary read about the report of activities undertaken by various chapters and affinity groups. In totality, 673 no. of activities had been reported. Besides that, total count of section members was reported to be equal to 4688. It was also informed that Delhi Section achieved its target of member recruitment and retention goals for year 2021. It was reported that Section already submitted the ‘Incentives report’ to R10 for which last date was 31st October, 2021. Besides that, award received by Prof. Prerna Gaur for being the Outstanding Branch counsellor was well appreciated. Formation of Guru Teg Bahadur Institute of Technology Computer society student branch was also reported.

Members expressed their happiness on a substantial increase in reporting of activities on Vtools. Chair requested all the members to continue with the good work being done.

1. Treasurer reported the statement of all the income and expenditures carried out since the conduct of last executive committee meeting held on 20th August 2021.
2. Reports received from chapters/standing committees / affinity groups were presented by the respective chairs/their nominees or by Secretary (in case of absence of both).
3. Prof. Prerna Gaur informed that around 40 papers had been received so far for DELCON and there would be a requirement to extend the deadline for submission of papers. Exec Com agreed for the same. Prof. Bhim Singh later emphasized on using all kind of promotion channels to get maximum number of papers.
4. A comprehensive update was provided about the Industry awards.
5. It was decided that the financial support of Rs. 15,000 like last year would be sanctioned for the conduct of this lecture if it is in an offline mode.
6. It was decided that Delhi Section would host visit of R10 Director on 2nd December, 2021. A special exec com meeting would be conducted on that day.
7. It was decided that in total Rs. 1 Lac of support will be provided for the possible participation of Student members, YP, WIE members and Life members for the event being hosted by Kerala Section in the second/third week of December 2021. Three members – Chair, Past chair and Mr Asthana would be sponsored for their possible participation in India council event like INDICON 2021 and India council AGM
8. A lot of discussions were held for the new design of logo as per the guidelines issues by IEEE HQ. It was finalized that the team appointed for the same might come up with about 5 to 6 designs with possibility of inclusion of Qutab Minar, Red fort, Lotus temple, India Gate in the design and then only the logo could be finalised.
9. Recommendation for formation of Himalayan Subsection was NOT approved in its present state. Suggestions were made to search for other possible names of the Subsection which would be more apt to cover the state of Himachal Pradesh, besides other relevant issues.

**Gist of the Minutes of the third Executive Committee meeting held on 20th August 2021**

1. Third executive committee meeting of the Section was held on 20th August 2021 in an online mode on Cisco Webex platform from 6.30 pm to about 9 pm and was attended by 30 members.

2. Chair, Prof. Rachana Garg in her welcome address appreciated the spirit of all Exec Com members and congratulated award winners like Dr H L Bajaj.

She further brought to the notice of all Exec Com members about upcoming IEEE Day and requested for planning activities. Major responsibility of the same was assigned to Mr. Daman Dev Sood, Chair, CS Chapter.

3. Minutes of the last Exec Com meeting held on 13th June 2021 were approved. A review was taken on the action items based on 2nd Exec Com MoMs.

4. Secretary in his report presented the gist of all the activities undertaken by various standing committees as well chapters since the conduct of first meeting. Members expressed happiness about growing membership numbers.

5. Dr. Sneha Kabra presented the Treasurer report and provided all the information about the financial health of the section.

6. Chairs of all standing committees/chapters/affinity groups/subsections presented brief report of the activities conducted in a pre-circulated template format.

7. Detailed deliberations were held about status of maiden edition of DELCON supposed to be held in February 2022.

8. It was decided to include one more award under Industry awards category – Technological Product of the year.

**Gist of the Minutes of the second Executive Committee meeting held on 13th June 2021**

1. Second executive committee meeting of the section was held on 13th June 2021 in an online mode on Google meet platform from 10.30 am to about 1.45 pm and was attended by 41 members.

2. Meeting started by paying an obituary to Late Dr. R G Gupta past section chair for the terms in 2007 and 2008 who left for his heavenly abode on 24th April, 2021. One minute of silence was observed for everyone who had lost their lives due to ongoing Covid 19 pandemic.

3. Chair, Prof. Rachana Garg in her welcome address appreciated the spirit of all exec com members that they have kept on organizing the activities even in spite of so many constraints, so as to keep on promoting the spirit of IEEE.

4. Minutes of the last exec com meeting held on 4th April were approved. A review was taken on the action items based on 1st Exec Com MoMs.

5. Secretary in his report presented the gist of all the activities undertaken by various standing committees as well chapters since the conduct of first meeting.

6. Detailed deliberations were held to conduct activities so as to help Covid affected ones and organize some events to spread awareness among the community in this regard.

7. Committee members recommended to put up the calendar of activities on section website.

8. Dr. Sneha Kabra presented the Treasurer report and provided all the information about the financial health of the section. The exec com approved the Budget for various standing committees.

9. Slates of the above two society chapters, namely IEEE TEMS and IEEE Computer Society Delhi Executive committee were approved.

10. Detailed deliberations were held on the dates of conduct of DELCON. The execom decided that due decision will be taken by the Technical and Professional Activities Standing committee (conferences) and same will be reported to exec com.

11. Discussions were held around getting sponsorship for Section Industry awards.

12. Secretary informed that access to Cisco Webex platform for section is available with him and same can be made available to anyone who needs it for any purpose related to section activities.

13. Discussion was held about keeping the section updated about the financial record of the chapters having separate bank account.

14. It was discussed to plan some training/orientation sessions for exec com members as well as officials of the chapters associated with the Section.

**Gist of the Minutes of the first Executive Committee meeting held on 4th April 2021 through an online mode**

1. Meeting chaired by Prof. Rachana Garg was attended by total 24 members.

2. Chair in her welcome address requested all chapters associated with the section to be more active in conducting a large number of activities and simultaneously record those on Vtools.

3. Secretary in his report discussed about the membership count of the sections and strategies to be adopted for being a contender for IEEE MGA Best section award.

4. Treasurer presented the statistics of financial health of the section and shared all the details.

5. Exec Com approved the signatories for the bank account maintained by section in State Bank of India.

6. Four Members were co-opted along with two observer members.

7. Chairs for various standing committees were appointed.

8. Support of Rs. 40000 was approved for the conduct of Students Awards event in case of organization of the event in physical mode and Rs. 30,000 in case the event is organized in a virtual mode.

9. Chair presented a report about her participation in a meeting conducted by R10 on 6th and 7th March, 2021.

10. Secretary shared with Exec Com members the efforts to revive the IEEE Photonics Society chapter.

11. It was also discussed to start chapters for more societies as well.

12. A new conference of the section named as ‘DELCON’ will be established. Prof. Prerna Gaur was requested to chair the maiden edition of this conference.

13. A session on the process to be adopted for ‘Fellows’ nomination will be planned by the Secretary.

14. Prof. Abdul Q Ansari, Executive Vice Chair of the section extended a vote of thanks to attend the meeting.

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Meetings of IEEE Delhi Section Exec Com of 2020

Summary of Fifth Exec Com Meeting of IEEE Delhi Section

The meeting was held on 6 Feb, 2021 in on line mode.

25 Exec Com Members attended the meeting

After the welcome by Chair to Exec Com, following key decisions were taken.

MOM of Fourth Exec Com of 21 Nov 2020 were discussed and passed.

All Chapter Chairs, Affinity Group Chairs and Standing Committee Chairs present in the meeting gave details of activities done and future activities planned. Most of the activities were done in on line mode. A Total of 116 events took place from 21 Nov 2020 to 6 Feb 2021.

Treasurer presented the financial report of the section from 21 Nov 2020 to 6 Feb 2021 and gave details about the funds received from IEEE India office (Bengaluru) and disbursements made to various chapters, affinity groups and student branches.

Dr Rajnish Sharma informed that the process of declaration of Industry awards of IEEE Delhi Section was in advanced stage of closure and shortlisted names recommended were forwarded to jury. Dr Bhim Singh informed that the Fellow nomination was in progress and likely to be closed soon.

Secretary, Ravindra Joshi informed regarding SIGHT web event with Ms. Mellissa, a very Sr professional of IBM as speaker. She delivered a talk on Digital Inclusion of humanity on December 18, 2020.

Treasurer gave a brief update on income and expenditure incurred in the 2020 IEEE 17th INDICON 2020 and about submission of financial report of the same. Discussion was also held on Ministry of Corporate Affairs Notification on Companies CSR Policy Amendment Rules, 2021, according to which All Trusts, Societies and Section-8 Non-Profit Companies who intend to undertake any CSR activity shall be required to register itself with the MCA and obtain a Unique CSR Registration Number. The members were of the opinion that the needful could be done as per detailed guidelines, procedures and requirement in consultation with CA.

Chair, Dr Prerna Gaur informed about successful holding of the INDICON 2020 and all Exec Com members appreciated the home lunch with family as a good innovation.

Ravindra Joshi

Secretary

IEEE Delhi Section

22 Apr 2021

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**Summary of the Fourth Meeting of Exec Com of IEEE Delhi Section**

The meeting was held on November 21, 2020 in online mode.

36 Exec Com Members attended the meeting

After the welcome by Chair to Exec Com, following key decisions were taken.

MOM of Third Exec Com Meeting of 2020 were discussed and passed.

All Chapter Chairs, Affinity Group Chairs and Standing Committee-Chairs present in the meeting gave details of activities done and future activities planned. Most of the activities were being done in online mode. A Total of 232 events took place between Sep 5, 2020 and Nov 21, 2020.

Treasurer presented the financial report of the section for the intervening period and gave details about the funds received from IEEE India office (Bengaluru) and disbursements made to various chapters, societies and student branches.

Chair requested Dr Subrata to circulate notice for Industry award nomination once again to receive maximum nominations for the awards.

Financial approvals were given to manage operational funds for INDICON 2020 and AISWYLC – 2020, Rajasthan Subsection, yet to be receive funds from IEEE HQ.

Progress of INDICON 2020 and AISWYLC – 2020 was briefed to Exec Com.

Awards and recognitions to Section were apprised too to Section Exec Com.

Ravindra Joshi

Secretary

IEEE Delhi Section

29 Nov 2020

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**Summary of the Third Meeting of Exec Com of IEEE Delhi Section**

The meeting was held on 5th Sep, 2020 in online mode.

34 Exec Com Members attended the meeting

After the welcome by Chair to Exec Com, following key decisions were taken.

MOM of Second Exec Com of 2020 were discussed and passed.

All Chapter Chairs, Affinity Group Chairs and Standing Committee-Chairs present in the meeting gave details of activities done and future activities planned. One of the highlights was, most of the activities were being done in online mode. A Total of 493 events took place between 22 Feb and 5 Sep 2020. Out of these 48 events were held till 22 March 2020, i.e., at the time of starting of lockdown.

Treasurer presented the financial report of the section from 1st May 2020 till 5th September 2020 and gave details about the funds received from IEEE India office (Bengaluru) and disbursements made to various Chapters, Affinity Groups and Student Branches. It was also discussed that since the annual turnover of the Section would continue to be far below Rs.20 Lakhs (threshold limit for the applicability of GST registration, therefore, there was no requirement of GST registration.

A committee was formed by the Chair to start Industry award in line with the Bangalore Section.

The Exec Com congratulated Mr. Ravindra Joshi for winning the best Transmission & Distribution Project of 2020 award at Africa level fo**r** ‘The Winning the Heart Model’ project executed by him in KEDCo, Kano, Nigeria.

Chair requested for circulation of notice to Section membership seeking expression of interest to serve 2021 Section Exec Com.

Ravindra Joshi

Secretary

IEEE Delhi Section

2 Oct 2020

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**Summary of the Second Meeting of Exec Com of IEEE Delhi Section**

The meeting was held on 2nd May, 2020 in online mode.

32 Exec Com Members attended the meeting.

After the welcome address of Chair to Exec Com, reporting was done on some items of agenda and discussions held on the others to take key decisions as given below.

Minutes of Fifth Exec Com Meeting of 2019 and First Exec Com Meeting of 2020 were placed and passed.

As regarding posting MOM on web site, it was decided to post an Executive Summary of the same.

All Chapter Chairs, Affinity Group Chairs and Standing Committee-Chairs present in the meeting gave details of activities done and future activities planned. One of the highlights was, most of the activities were being done in online mode so far in this year. In total 26 Technical/Professional and 5 Administrative activities were conducted.

In the area of Public Relations and Publicity, Section was reported to be having its footprint in social media, like, Facebook, Twitter.

# While discussing on the Section Finance present status along with progress on GST registration was reported.

Ravindra Joshi

Secretary

IEEE Delhi Section

29 May 2020

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Summary of the First Meeting of Exec Com of IEEE Delhi Section

The meeting was held on 1st March, 2020 at NSUT.

18 Exec Com Members attended the meeting

After the welcome by Chair of New Exec Com, following key decisions were taken.

Four new Members are co-opted in the Executive Committee.

For the 10 Standing Committees and 2 Ad-hoc Committees, Chair and Members were approved. Some Members who are not members of Exec Com are included in these Committees, to give broader representation.

All Standing Committee-Chairs present in the meeting were requested to plan a series of activities for 2020 indicating likely expenditure on those activities. Accordingly Standing Committee Chairs who were not present should also prepare documents for submission.

# It was decided that Same CA Firm (RPRP & Associates) for FY 2019-20 would be continued for FY 2020-21 as well.

Change of Signatory would be done suitably by the following week in the Bank.

It was decided that application would be made for GST Registration in due consultation with CA.

It was decided to hold Exec Com meetings in various places out of Delhi so as to promote the membership for IEEE.

It was informed that an Exec Com Meeting along with the India Council Exec Com Members would be held in Punjab Engineering College University, Chandigarh campus on 18th April, 2020.

Ravindra Joshi

Secretary

IEEE Delhi Section

05 March 2020

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