IEEE SPS Execom Meeting 17 May 2023

Attendees:
IEEE SPS Execom Members
IEEE SPS Student Leadership Team

Platform/Venue: Google Meet

Date/Time: May 17, 19:30 to 20:30

Agenda:
1. Discuss and plan the SPS day events.
2. Discuss about the other upcoming events.
3. Share the status of existing events.

Meeting:
1. SPS day
   a. SPS day shall be celebrated throughout the month of June
   b. A get together of all SPS members shall be conducted towards the end of June
   c. The SPS day (June 2) can be celebrated by cutting a cake during the event(Metagenesis) at KMEA.
   d. Events for students are done through the event 'Inception' -
      W Copy of Inception.docx
      i. The event is organised by SBs
      ii. They should arrange the funding, if there is a requirement.
      iii. We will be helping them finding resource persons.
      iv. The list events that will be conducted will be available after 20th of May
      v. Naeema will co-ordinate the event
   e. Events for professionals shall be identified from the suggestions from members populated using a Google Form.
   f. Software Defined Radio
      i. Session led by Sunil Sir.
      ii. This is an event meant for faculties.
      iii. The event can be held at COE Attingal/ IIT Palakkad/ TKM Kollam
      iv. This event can be considered as an event for professionals.
      v. However, the event shall only happen according to the availability of Sunil Sir
      vi. A date and venue suggested for the event was June 3 2023. TKMCE, Kollam.
   g. An e-notice detailing the plan of the events will be released by 25th of May.
2. IEEE SPS Scholarship
   a. Last date - Jun 30, 2023
   b. The meeting suggested to ensure maximum participation

      c. To make students aware and capable for applying for this scholarship a sub-committee was formed.

      d. Ms Seema, Mr Feny, Mr Ruben and Mr Salih are the committee members.

      e. The meeting sought the feasibility of a session from a subject matter expert of this scholarship. Dr Rajesh will ask some of his contacts for this.

3. K12

      a. Fund has arrived and some of the components were purchased. The rest of the funds are pending approval.

      b. The meeting requested for a draft plan on how the assembling event at TKM will be conducted.

4. Ms Reshna pointed out to conduct the event that was planned to be conducted in association with EdSOC (Kochi subsection + EdSOC + SPS) - Aravindan will oversee the activities.

5. The next agenda of the meeting was updating the number of active SPS chapters. Salih updated the numbers.

6. The meeting suggested to plan the events ahead and also add them into the Vtools

7. Before the meeting was adjourned, there wwas suggestion to conduct offline events with MD session as part of the 'Inception' event. Habeeb (Travancore Hub MDC) should coordinate it. Salih and Navaneeth will be point of contacts and coordinators from our ExeCom.

Action Items:

1. Fayyaz - Google form to collect member suggestions regarding professional events as part of SPS day.

2. Fayyaz - Send the google form via whatsapp/ enotice.

3. Scholarship subcommittee - Liaise with Dr Rajesh for the SME's session on Scholarship.

4. Scholarship subcommittee - Organise training sessions for students.

5. Abhinav - Draft plan of the event at TKM - May 27 and May 28, 2023 .

6. Fayyaz - Think of a mechanism that will keep track of the planned events.

7. Naeema and Navaneeth - Organise offline event + MD session as part of the Inception event.