



PRAGATI ENGINEERING COLLEGE

(Autonomous)

(Approved by AICTE, New Delhi, Permanently Affiliated to JNTUK Kakinada & Accredited by NAAC with "A" Grade)

Recognized by UGC under sections 2(f) & 12(B) of the UGC Act, 1956

1-378, ADB Road, Surampalem – 533 437, Near Peddapuram, E.G.Dist., A.P - 533437

13.05.2021

Minutes of the Meeting

The Institution's Innovation Council (IIC) meeting is conducted on 13.5.2021 at 11.30AM through online and the following points are discussed.

Agenda Item 1:

Dr.S.Sambhu Prasad, President of Institution's Innovation Council (IIC), has welcomed Shri M.Srinivas, (Managing Director, Sri Lalitha Enterprises Industries Private Limited) as Member/Expert from nearby Industry, of Institution's Innovation Council (IIC) of our Pragati Engineering College (Autonomous), all the proposed members of IIC and outlined some features of Institution's Innovation Council (IIC).

- The Ministry of Human Resource Development (MHRD), Govt. of India has established MoE's Innovation Cell (MIC) to create and strengthen the culture of Innovation and entrepreneurship in Higher Educational Institutions to enable in promoting and supporting student's innovations and sustainable start-ups from academic institutions.
- The MoE's Innovation Cell (MIC) had launched Institution's Innovation Council (IIC) with collaboration with AICTE to systematically foster the culture of Innovation and start up ecosystem amongst all Higher Education Institutions (HEIs).
- The main focus in National Innovation and Institutional Innovation Policy is as follows.
 - Innovations.
 - Startups.
 - Entrepreneurships.
 - Patents.

Agenda Item 2:

Shri M.Srinivas, Member/Expert from nearby Industry, (Managing Director, Sri Lalitha Enterprises Industries Private Limited) expressed his gratitude to Management for selecting him as Member/Expert from nearby Industry in Institution's Innovation Council (IIC) of our Pragati Engineering College (Autonomous). The following suggestions were given by Shri M.Srinivas, (Member/Expert from nearby Industry).

- To create awareness to students on Micro, Small & Medium Enterprises (MSME Industries).
- Select a group of students (5 to 10 students) and create them as entrepreneurs.
- Not only Education, Industrial development knowledge is also important to students.
- The Electrical and Electronics Engineering students should be trained in manufacturing LED's, Motors, Lamps, etc.
- The students who are interested to startup should be given help by providing required land for startups.
- We should also talk to the bankers for availing loans for Startups.



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Agenda Item 3:

Shri M.Satish, Vice President of Pragati Engineering College (Autonomous) welcomed **Shri M.Srinivas**, (Managing Director, Sri Lalitha Enterprises Industries Private Limited) as Member/Expert from nearby Industry and other members of Institution's Innovation Council (IIC) of our Pragati Engineering College (Autonomous). He also pointed out the importance of innovation, startup and entrepreneurship in the Higher Education Institutions (HEIs).

Agenda Item 4:

The proposed members of IIC (External members, Internal members from faculty, non-teaching staff and students) have been approved by the committee (**Refer Annexure I**).

Agenda Item 5:

The roles and responsibilities of various activity coordinators and members are defined and explained to the members of IIC (**Refer Annexure II**).

Agenda Item 6:

The action plan for the month of May, June and July 2021 is discussed and nine activities are finalized to conduct during the above-mentioned months (**Refer Annexure III**). Due to COVID 19 pandemic, the academic year was started from November 2020. Due to blended mode of teaching-learning process (online and offline mode) and scheduling of National Board of Accreditation (NBA) inspection in the month of April 2021, not able to conduct the activities related to quarter 1 and quarter 2 during first 2 quarter period. Hence, members decided to conduct nine activities (prescribed in three quarters) during the month of May, June and July 2021.

It is decided to review the activities of IIC during next quarterly council meeting which will be conducted tentatively on 30.07.2021.

Agenda Item 7:

Four lecture topics are finalized for applying for financial support to MIC/AICTE to conduct Impact Lecture Series (**Refer Annexure IV**).

Agenda Item 8:

Ten faculty members are nominated to apply for Innovation Ambassador (IA) Training on IIC portal (**Refer Annexure V**).

The meeting has been concluded with vote of thanks by the convener of IIC Dr.Subodh Panda.



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Members attended:

S.No	Name External member and Faculty members	Role of the members	S.No	Name of the Student Coordinators	Role of the student Coordinators
1.	Dr.S.Sambhu Prasad	President	18.	Mohammad Khamruddin Javeed, EEE	Innovation activity coordinator
2.	Shri M.Srinivas	Expert from nearby Industry	19.	P.Krishna Swamy, EEE	
3.	Mr. S.Vamsi Kiran	Vice President	20.	Gollapalli Aravind, ME	Internship coordinator
4.	Dr.G.Naresh	NIRF Coordinator	21.	Kotikalpudi Sravan Kumar, ME	
5.	Dr.Subodh Panda	Convenor	22.	Pullipudi Pardhasaradhi Gupta, ECE	IPR activity coordinator
6.	Dr.R.Dharmalingam	ARIIA Coordinator	23.	Vedula Narayana, ECE	
7.	Mr.B.Rajesh Kumar,	IP Expert/ Patent Expert	24.	N.Abhinandan Varma, CSE	Start-up activity coordinator
8.	Mr.K.Chandrasekhar	Start-up activity coordinator	25.	M.Krishna Rohit, CSE	Social Media Coordinator
9.	Mr.Ch.Satish	IPR activity coordinator	26.	J Parameswari, IT	Member
10.	Mr.B.Ratan Kumar	Innovation activity coordinator	27.	P.SaiMounica, IT	Member
11.	Mr. B Bharath Kumar	Internship coordinator	28.	Mohammad Shamima Khatun, CE	Member
12.	MsT.Durga	Social Media Coordinator	29.	Sai Satya Teja, CE	Member
13.	Mr.G.Satya Mohan Chowdary	Member			
14.	Mr. A Raviteja	Member			
15.	Mr.G.Venkata Ratnam	Member			
16.	Mr. P.Ram Mohan Rao	Member			
17.	Mr. A.Surya Narayana Rao	Member			

Convener

Skumar

(Dr.SubodhPanda)

President –IIC &
Principal

Sprasad

(Dr.S.Sambhu Prasad)



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Annexure I

IIC Members:

- | | |
|-------------------------------|--|
| 1. Dr.S.Sambhu Prasad | - President |
| 2. Shri M.Srinivas | - Expert from nearby Industry,
(Managing Director, Sri Lalitha Enterprises Industries
Private Limited) |
| 3. Mr.Sesha Sai | - Member/Startup / Alumni entrepreneur
(Director, Imagtorel Technologies PVT LTD) |
| 4. Mr. S.Vamsi Kiran | - Vice President |
| 5. Dr.G.Naresh | - NIRF Coordinator |
| 6. Dr.Subodh Panda | - Convenor |
| 7. Dr.R.Dharmalingam | - ARIIA Coordinator |
| 8. Mr.B.Rajesh Kumar | - Member/Patent Expert |
| 9. Mr.K.Chandrasekhar | - Start-up activity coordinator |
| 10. Mr.Ch.Satish | - IPR activity coordinator |
| 11. Mr.B.Ratan Kumar | - Innovation activity coordinator |
| 12. Mr. B Bharath Kumar | - Internship coordinator |
| 13. MsT.Durga | - Social Media Coordinator |
| 14. Mr.G.Satya Mohan Chowdary | - Member |
| 15. Mr. A Raviteja | - Member |
| 16. Mr.G.Venkata Ratnam | - Member |
| 17. Mr. P.Ram Mohan Rao | - Member |
| 18. Mr. A.Surya Narayana Rao | - Member |

Student Coordinators:

- | | |
|---------------------------------------|-----------------------------------|
| 1. Mohammad Khamruddin Javeed, EEE | - Innovation activity coordinator |
| 2. P.Krishna Swamy, EEE | - Innovation activity coordinator |
| 3. Gollapalli Aravind, ME | - Internship coordinator |
| 4. Kotikalpudi Sravan Kumar, ME | - Internship coordinator |
| 5. Pullipudi Pardhasaradhi Gupta, ECE | - IPR activity coordinator |
| 6. Vedula Narayana, ECE | - IPR activity coordinator |
| 7. N.Abhinandan Varma, CSE | - Start-up activity coordinator |



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- | | |
|---------------------------------|----------|
| 10. P.SaiMounica, IT | - Member |
| 11. Mohammad Shamima Khatun, CE | - Member |
| 12. Sai Satya Teja, CE | - Member |

Convener

Skumar

(Dr.Subodh Panda)

President –IIC &
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Annexure II

Roles and Responsibilities of IIC members

The role and responsibilities of various activity coordinators and members are defined as follows.

1. President:

- The President will constitute the IIC council and appoint its members. He/She is responsible for ensuring that Quarterly Council Meeting is planned effectively. Conduct Council Meeting in accordance with prescribed rules and that matters are dealt with in an orderly, efficient manner.
- He/ She will lead the IIC Council.
- He/ She will have the IIC portal Login ID and will be the custodian of IIC portal login and data/ reports uploaded therein.
- He/ She will call the meetings, set meeting agenda and will monitor the deliverable.
- He/ She will be the main point of contact with MHRD Innovation Cell.
- He/ She will respond to all communication from IIC National Coordination team (MHRD Innovation Cell) and will be responsible to ensure decent performance of IIC.
- He/ She will coordinate with MHRD innovation cell and responsible for all the IIC activities in the institute.
- He/ She will ensure Institution's participation in IIC calendar activity and take lead in the institution driven activities (own initiatives).
- He/ She will ensure the effective implementation of IIC activities with the help of Convenor.
- He could change the council members as per the decision taken in council meetings and update the information on portal.
- He/ She will be responsible for submitting the monthly progress/activity reports on the IIC portal.

2. Vice President:

- It is an Honorary post for a senior expert representative from Industry/Ecosystem enablers. He/She can be from faculty representative as well in case no experts are available.



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3. Convenor:

- The Convenor will work in close coordination with IIC president and will provide help wherever required for smooth conduction of activities.
- He/ She will ensure the participation in the meeting and will prepare the meeting agenda at least 10 days prior to meeting with the inputs from all valuable council members and President.
- He/ She will ensure that the internal examination dates would not interfere with the IIC activities and coordinate with all departments to ensure the same.
- He/ She will collect the inputs from all the members of the council at regular interval, especially external members for better planning of IIC activities and effective delivery of results.

4. Faculty Member/Faculty representatives/ Non-teaching staff:

Following members will work in close coordination with President and Convener to develop a comprehensive ecosystem of innovation and synergy in efforts to boost entrepreneurship. They will work as per the responsibilities assigned in council meeting.

5. Innovation activity coordinator:

Will work to promote innovation related activities on campus or as mandated in IIC council meeting.

6. Start-up activity coordinator:

Will work to boost startup generation among students and related activities or as mandated in IIC council meeting.

7. Internship coordinator:

Will work to arrange student internships in startups, so to expose them with startup ecosystem in India, real-life challenges in startup and their success stories or as mandated in IIC council meeting.

8. IPR activity coordinator:

To promote awareness about IPRs and conduct related activities on campus or as mandated in IIC council meeting.



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9. Social Media Coordinator:

Will create and manage IIC page/account on Facebook, Twitter and YouTube and other relevant social media platforms. He / She will be responsible for posting all the relevant information about council meeting resolution and action plan, IIC activities and follow/tag MIC/IIC page and posts on these platforms. He/ She will also ensure that all students follow MIC/IIC page/account on social media to get first-hand information.

10. ARIIA Coordinator(Optional) - Coordinate for ARIIA related activities.

11. NIRF coordinator (Optional)- Coordinate for NIRF related activities.

12. Members – No limit

13. IP Expert/ Patent Expert:

- Patent expert could be any registered patent agent/lawyer or the subject matter expert/faculty who have sufficient years of experience in the IPR domain.
- He/ She would suggest points related to patent and technology transfer in the council meeting.
- He/ She would also play a key role in the IPR workshops scheduled in the IIC calendar with in that institute.

14. Startup / Alumni entrepreneur:

Alumni network of any institution is the most valuable resource of any Institution. The role of alumni entrepreneur is to guide not only the council in the matters of startup ecosystem but to also guide the students of the institution. He/ She can share his success story as an entrepreneur/innovator.

15. Expert from nearby Industry/ Industry association/ Ecosystem Enablers:

- He/ She will attend the council meeting on regular basis (quarterly).
- Technical Expert would play the role of mentor/guide to the institute students.
- He/ She will help in organizing institute level idea Competition/Hackathon by suggesting suitable problem statements or theme.
- He/ She will give his inputs in council meetings about the latest trends in technologies and feasibility of the idea/point discussed.

16. FI/Bank/Investor/Angel Investor/VC:

- He/ She will attend the council meeting on regular basis (quarterly).
- His/ Her role is to give information about loan schemes, grant and investments regarding startup and entrepreneurship.



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- He/ She will also arrange meetings with investors/sponsor for the events organized by the institute based on the IIC calendar/guidelines.

17. Expert from Nearby Incubation Center:

- He/ She will attend the general council meeting on regular basis (quarterly).
- He/ She will help the IIC in conducting idea workshops/ competition/ Hackathon/ bootcamps etc.
- He/ She will also help the IIC in identifying ideas from IIC events and provide mentoring, incubation guidance and business network support.

18. Student Representatives:

Student coordinators will act as a medium of communication between IIC and institute students. He/ She will understand the concept, idea and method of participation in IIC activities and disseminate it to all the students. He/ She will act as a volunteer for IIC programs and will support respective faculty coordinators.

19. Special Invitee:

President can nominate any person as a special invitee in IIC council meetings. Special Invitee could be any eminent person in the field of academics/industry/research/innovation etc.

Convener

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Annexure III

Action plan for the month of May, June and July 2021

1. IIC Council formation or upgradation (of existing council) at Institute level. Conduct first council meeting.
2. Panel Discussion on Atmanirbhar Bharat- Vocal for Local, Make In India for the world
3. Orientation Session on National Education Policy (with a focus on Innovation and entrepreneurship)
4. IIC Council Meeting- Review of Q1 progress and Planning for Q2.
5. Idea/ PoC pitching & validation and Institute level PoC competition. Submission of Idea/PoC on IIC Portal
6. Orientation Session on National Innovation and Startup Policy (NISP)
7. IIC Council Meeting- Review of Q2 progress and Planning of Q3
8. Session on "How to plan for Start-up and legal & Ethical Steps"
9. Orientation session for all students & faculties of Institute by Innovation Ambassador(s).

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Annexure IV

Lecture topics for applying for financial support to MIC/AICTE to conduct Impact Lecture Series

The following tentative topics are identified and the same to be uploaded on IIC portal for applying financial support of MIC/AICTE to conduct Impact Lecture Series.

1. IPR Awareness Program for Faculty and Students
2. Intellectual Property Protection and Innovation Management for Competitiveness of Academia & Industries
3. Innovation and Entrepreneurship in Engineering Sciences
4. Funding support for early stage of Entrepreneurships.

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Annexure V

Finalization of members to apply for Innovation Ambassador (IA) training

The IIC has nominated the following ten faculty members to apply for Innovation Ambassador training which will be given by MIC.

- | | |
|------------------------------|-----------------------------------|
| 1. Dr.Subodh Panda | - Convenor |
| 2. Dr.R.Dharmalingam | - ARIIA Coordinator |
| 3. Mr.B.Rajesh Kumar | - Member/Patent Expert |
| 4. Mr.K.Chandrasekhar | - Start-up activity coordinator |
| 5. Mr.Ch.Satish | - IPR activity coordinator |
| 6. Mr.B.Ratan Kumar | - Innovation activity coordinator |
| 7. Mr. B Bharath Kumar | - Internship coordinator |
| 8. MsT.Durga | - Social Media Coordinator |
| 9. Mr.G.Satya Mohan Chowdary | - Member |
| 10. Mr. A Raviteja | - Member |

Convener

Skumar

(Dr.Subodh Panda)

President –IIC &
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Sprasad

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