



Minutes of Council Meeting of Institution's Innovation Council(IIC)

The council meeting was conducted on 19th October 2023 at 3:00 PM .in NA106 .

AGENDA of Meeting:

1. Welcoming of New Members
2. Signing of Resolution
3. Formation of Student Council
4. Planning of IIC Activities for Quarter 1 and 2 for the duration Sep-Dec 2023

The meeting commenced with the opening remarks of the Dr Papiya Dutta, IIC President about the importance of this meeting.

1. The President of IIC has shared the presentation about Institution's Innovation Council IIC activities for Quarter 1 and 2.
2. Discussed the formulation and function of IIC & shared roles and responsibility among joined council members as per the guidelines of MHRD's Innovation cell.
3. The Convener Discussed the type of activities (IIC calendar, MIC Driven and Self-Driven), features of IIC portal for monthly report submission mechanism.
4. Dr Anirban Ganguly is deputed as the Vice President and Dr. Satyabrata Singha as Convener of IIC 6.0.
5. The council decided that Dr Satyabrata Singha will take the responsibility of Yukti 2.0 , Dr Subhajit Aich will take the responsibility of NISP portal and Mr Mridul Sahu will take care of internship opportunities.
6. All the Activities were listed and assigned as per choice for conduction.
7. Minutes of meeting will be Recorded by Dr Anirban Ganguly.
8. The student council is to be made more effective in terms of participation and conduction.
9. Top faculty performer and student performer will be awarded with appreciation Certificate.
10. The Activity guidelines were discussed as below:
 - a. A Poster/ Brochure needs to be prepared for every event.
 - b. Google Registration of Participants has to be done through Google Form
 - c. Brochure/Poster to be circulated in all student groups internal and external to College
 - d. Poster/Brochure to be uploaded in College Facebook, Instagram, Youtube, Twitter and College Website for promotion of event.
 - e. 3 min Video to be recorded during the Speaker session only. Video to be uploaded in College You Tube Channel. The same you tube link has to be provided in the report.
 - f. 5 Photographs has to be taken from the speaker side with the audience and from the audience side with the speaker.Same has to be presented in the report.
 - g. In Online Mode Screenshot of Speaker with participants has to be taken.
 - h. The Activity Report must contain Title of the Activity as mentioned in IIC Calender

- i. Date of the Activity the Resource Person Details
- j. Registration Link and Response sheet attached
- k. Activity Summary, No. of Participants should be min 50
- l. No of Faculties should be as many as possible.
- m. In offline Mode hardcopy of Attendance should be present.
- n. Report should contain Pictures of the Event, Brochure , Schedule Plan if any

11. The Council has agreed to convene next meeting on 15.12.2023.

12. The President proposed the vote of thanks and the meeting came to an end.

13. The Following Member were present at the meeting.

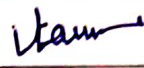
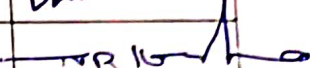
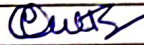


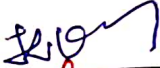




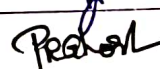
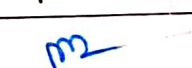
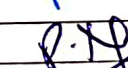

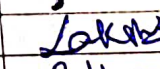
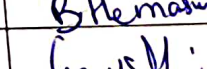
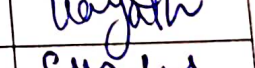
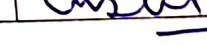

Sr. No.	Name of Member	Member Type (Teaching/ Non-teaching / External Expert)	Key Role/ Position assigned in IIC
1	Dr V Kannan	College Admin Incharge	Advisory Member
2	Dr T V Ramakrishna	College Academic Incharge	Advisory Member
3	Dr Papiya Dutta	Teaching	President & ARIIA Coordinator
4	Dr Anirban Ganguly	Teaching	Vice President & IPR Coordinator
5	Dr Satyabrata Singha	Teaching	Convener & Yukti Coordinator
6	Dr Venugopal Kurnool	Teaching	Innovation Activity Coordinator
7	Dr Subhajit Aich	Teaching	Startup Coordinator
8	Mr Mrinal Sahu	Teaching	Internship Coordinator
9	Mrs Naheed Akhtar	Teaching	Social Media Coordinator
10	Mr Romy Sinha	Teaching	Social Media Coordinator
11	Dr Sri Hari Rao	Teaching	Member
12	Dr Pradyumna Ranjan Ghosh	Teaching	Member
13	Dr Mahesh Lokhande	Teaching	Member
14	Dr P Neeraja	Teaching	Member
15	Dr Amit Pandey	Teaching	Member
16	Dr Lakshmi G	Teaching	Member
17	Mr B Hemasundar	Teaching	Member
18	Mrs S Gayatri	Teaching	Member
19	Dr G Balrangiah	Teaching	Member

President of IIC



COUNCIL MEETING PHOTO

Attendance of Members Present in the Meeting

Sr. No.	Name of Member	Member Type (Teaching/ Non- teaching / External Expert)	Key Role/ Position assigned in IIC	Signature
1	Dr V Kannan	College Admin Incharge	Advisory Member	
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18	Mrs S Gayatri	Teaching	Member	
19	Dr G Balrangiah	Teaching	Member	



Dr Papiya Dutta
IIC President
Bharat Institute of Engineering and Technology
Hyderabad