

Rajarambapu Institute of Technology, Rajaramnagar

**Centre for Innovation, Incubation & Entrepreneurship Development
(CIIED)**

Institution's Innovation Council-A.Y.2021-22

**Minutes of the meeting held on 29.11.2021 in the Digital Library First Floor,
of Main Library at 3.00 PM**

Agenda 1: Discussion on Celebration Day Activities 2021-22 (Weightage 10%)

Prof. A. M. Mulla, presented the IIC 4.0 celebration days for the academic year 2021-22. Also discussed the role and responsibility on newly joined members

Resolution: It is resolve to distribute the IIC calendar activities & celebration days activities department wise. All department has to note down the DAY & QUARTER and coordinate all activities required for celebration of the day. CIIED & NETRA will guide them.

The details of Celebration days are as below-

S. No	Date	Day of Celebration	Month	Quarter	Department
1	1st October	India Start up Day	October	Q1	-
2	15th October	National Innovation Day	October		-
3	11th November	National Education Day	November		MBA
4	14th December	National Energy Conservation Day (India)	December	Q2	Electrical Engg.
5	2nd December	National Pollution Control Day	December		Automobile Engg.
6	28th February	National Science Day	February		Science & Humanity
7	22nd April	April 22 - World Earth Day	April	Q3	CSE
8	26th April	World Intellectual Property Day	April		Electronics & Tele. Engg.
9	11th May	National Technology Day	May		Computer Science & IT
10	5th June	World Environment Day	June	Q4	Civil
11	21st August	World Entrepreneurs Day	August		NETRA, RIT

Agenda 2: Discussion on IIC 4.0 Calendar Activities (50 % Weightage) and their distribution with departments.

Prof. A. M. Mulla presented the IIC calendar activities to all coordinators & discussed the role of department in executing the calendar activities along with weightages of all activities to score the STAR rating. It is also discussed that, in every quarter **at least THREE activities** must be completed.

Resolution: It is resolved to distribute all activities through all departments. The details are as below. The concern department is responsible to plan calendar activities well in advance and execute the activity and submit detailed report to CIIED for uploading on IIC portal.

The details of IIC Calendar Activities are as below-

Semester I				
Quarter 1				
Sl. No.	Activities	Thrust Area	Threshold No of Activities Required to Conduct/Quarter	Department
1	Workshop on "Entrepreneurship and Innovation as Career Opportunity"	Inspiration Motivation and Ideation	3 Numbers	Civil Engg, Science & Humanity & NETRA
2	My Story - Motivational Session by Successful Innovators			
3	My Story - Motivational Session by Successful Entrepreneur/Startup founder.			
4	Session on Problem Solving and Ideation Workshop			
5	Exposure and field visit for problem identification			
6	Pitching Event for Ideas Scouted & linkage with Innovation Ambassadors for mentorship support.			
7	Developing Online Repository of Ideas Developed and Wayforward plan			
Quarter 2				
1	Workshop on Design Thinking, Critical thinking and Innovation Design	Validation and Concept Development	3 Numbers	CSE & CSEIT & NETRA
2	Expert talk on "Process of Innovation Development & Technology Readiness Level (TRL)" & "Commercialization of Lab Technologies & Tech-Transfer"			
3	Workshop on Entrepreneurship Skill, Attitude and Behaviour Development			
4	Session on Achieving Problem-Solution Fit & Product-Market Fit			
5	Field/Exposure Visit to Pre-incubation units such as Fab lab, Makers Space, Design Centres, City MSME clusters, workshops etc.			
6	Pitching Event for PoCs developed & linkage with Innovation Ambassadors for mentorship support.			
7	Developing Online Repository of Proof of Concepts (PoCs) Developed and Wayforward plan			
Semester II				
Quarter 3				
1	Workshop on Prototype/Process Design and Development - Prototyping	Validation and Innovation & Business Model Development	3 Numbers	Mech & Auto. & NETRA
2	Session/ Workshop on Business Model Canvas (BMC)			
3	Field/Exposure Visit to Incubation Unit/Patent Facilitation Centre/Technology Transfer Centre			
4	Session on "How to plan for Start-up and legal & Ethical Steps"			
5	Workshop on Intellectual Property Rights (IPRs) and IP management for start up			

6	DemoDay/Exhibition/Poster Presentation of Business Plan/Prototype developed & linkage with Innovation Ambassadors for mentorship support.	nt		
7	Developing Online Repository of Business Plan/Prototypes Developed and Wayforward plan			
Quarter 4				
1	Session on Innovation/Prototype Validation - Converting Innovation into a Startup (or) Session on Achieving "Value Propostion Fit" & "Bsuiness Fit"	Validation and Start-up Development	3 Numbers	Electrical, ETC, MBA & NETRA
2	Session on Accelerators/Incubation - Opportunities for Students & Faculties - Early Stage Entrepreneurs			
3	Organize Session on "Lean Start-up & Minimum Viable Product/Business"- Boot Camp (or) Mentoring Session			
4	Session on Angel Investment/VC Funding Opportunity for Early-Stage Entrepreneurs			
5	Session/ Panel discussion with innovation and Startup Ecosystem Enablers from the region/state/national level			
6	Demo Day/Exhibition/Poster Presentation of Start-ups developed & linkage with Innovation Ambassadors for mentorship support.			
7	Developing Online Repository of Start-ups Developed/incubated and Way forward plan			

Agenda 3: MIC Driven (20 % Weightage) & Self Driven activities (30 % Weightage)

Resolution: Apart from IIC Calendar Driven activities departments along with CIIED must keep check on MIC driven activities from time to time. Departments should plan self-driven activities and submit the plan well in advance to CIIED as per the quarters defined.

MIC Driven Activities: These activities are monthly planned and prescribed activities by IIC of MIC for IIC institutions to take part. MIC and AICTE in collaboration with other ministries and govt. and non-govt. agencies float various programs for students and faculties of IIC institutions to participate. Moreover, it also invites national and world leaders to address and inspire IIC institutions and these activities fall under the MIC driven activity category. These activities help IIC institutions to get a national platform to take part in various initiatives of the central government and first-hand information with collaboration opportunities. This category carries a 10% weightage total. There is no minimum or maximum number of activities under this category. Those IIC institutes that take part in all announced MIC driven activities will get maximum weightage benefits.

Self-Driven Activities: These activities are planned and organized by IIC institutions based on their capability and competency to mobilize resources and collaboration with other agencies to promote innovation and entrepreneurship in their respective campuses. These included both basic and advanced nature of activities ensure streamlining and strengthening the innovation and entrepreneurship ecosystem in HEIs.

Agenda 4: Use of social media to promote all activities.

Resolution: It is resolved to use Facebook Instagram, Twitter /Linked in platforms to promote the activities carried by all departments.

Adjournment: *The president moved that the meeting be adjourned and this was agreed upon at 4.00 PM.*

A handwritten signature in blue ink, appearing to be 'A. H. S.', with a horizontal line extending to the right.

President-IIC