



**INSTITUTE ENTREPRENEURSHIP AND INNOVATION
DEVELOPMENT CELL**

Academic year: 2023-24

Date: 06-10-2023

This is to notify that the college management has decided to constitute the "Institute entrepreneurship and innovation development cell" under the chairmanship of Principal. The following are the committee members have been formed for Institute entrepreneurship and innovation development cell in the college for students & staff to approach the committee regarding any ideas.

S. No	Name	Designation	Role
1.	Dr M Ekambaram Naidu	Teaching	HOI
2.	Dr P Kishorekumar	Teaching	President
3.	Dr T Satyanarayana	Teaching	Vice President
4.	Dr S Sri Gowri	Teaching	Convener
5.	Dr A Stanly Kumar	Teaching	NIRF coordinator
6.	Dr N Neelima Priyanka	Teaching	ARIIA coordinator
7.	Mr D V Subbarao	Teaching	Member
8.	Mr G Kiran	Teaching	IPR Activity coordinator
9.	Dr K Chaitanya	Teaching	Internship Activity Coordinator
10.	Ms V Srilakshni	Teaching	Start-up Activity Coordinator
11.	Ms A Krishna Priya	Teaching	Innovation Activity Coordinator
12.	Mr B Pratap	Non-teaching	Social Media Coordinator

Objectives:

- To provide training to operate a business
- To encourage self-employment tendencies
- To encourage Innovation ideas
- To develop managerial skills
- To promote small and medium industries

The Institute innovation and entrepreneurship development cell bridges the gap between ideas to the market product. The cell has taken a greater responsibility to generate

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the entrepreneurship skills among the students and to help them to channelize their goals to become a versatile entrepreneur.

Roles:

- To create an environment for self-employment, promote innovation, incubation, and entrepreneurship development through formal and non-formal programs
- To introduce the concept of Entrepreneurship in the curriculum at degree levels
- To promote employment opportunities
- To establish the linkages between our Institute and Industries, Research Organizations, Peers, and Incubators.
- To make aware other students about institutional incubation, funding process and other entrepreneurial activities.

Responsibilities:

- To organize business plan competitions which involvement of industry
- To guide and assist prospective entrepreneurs on various aspects as preparing project reports and obtaining loans etc.
- To arrange interaction with diverse entrepreneur and financial institutions.
- Make their students to be present in all the activities and programmes of innovation and entrepreneurship cell.
- To motivate, support and mentor students for identification, development and commercialization of innovative ideas.
- To conduct Business plan Competitions, Innovation Camps, Hackathons with active involvement of Industry and Alumni.
- To identify and target innovative student projects (Mini and Major) for new Product Development.



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REF NO: SRKIT/IIC/2023-2024/Q1

Date: 02.10.2023

CIRCULAR

The first council meeting of institute innovation council (IIC) for the academic year 2023-24 is scheduled on 06-10-2023 by 10:00 AM at principal chamber to discuss the quarter one (Q-1) activities. All IIC members are informed to attend the meeting.

Signature & Seal

[Handwritten Signature]
 (Principal)
 PRINCIPAL

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Circulate to:

All HODs

IIC members: Faculty and students

[Handwritten Signature]
 AD
 MB
 Prof
 MBA

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 DOE

[Handwritten Signature]
 STH
 CE
 Padma
 CSE

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 8
 HODs

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QUARTERLY PLAN – MEETING NOTE

REF NO: SRKIT/IIC/2023-24/Q1

Date: 02-10-2023


Sub: First council meeting of institute innovation - Reg.


As part of MHRD's Innovation cell, our institute SRKIT Institute Innovation Council (IIC) is requested to all IIC members to attend council meeting quarter one for the A. Y. 2023-24 on 06-10-2023 by 10:00 AM at Principal Chamber to discuss the following agenda.

1. IIC formulation
2. IIC activities - Quarter one
3. Self driven activities – Quarter one
4. Any other with the permission of chair

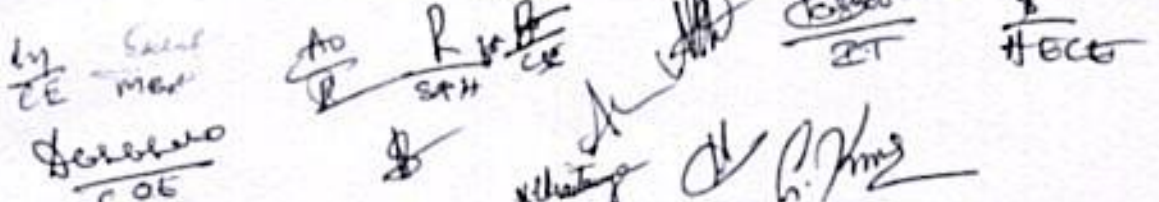

 Convener-IIC


 President-IIC


 Principal
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Copy to: All HODs 
 All IIC members
 All student activity coordinators

Note: All HODs to depute council members without fail.




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ATTENDANCE SHEET

S. No	Name of the member	Member type (Teaching/non teaching /External expert)	Position assigned in IIC	Signature
1	Dr M Ekambaram Naidu	Teaching	HOI	
2	Dr P Kishorekumar	Teaching	President	
3	Dr T Satyanarayana	Teaching	Vice President	
4	Dr S Sri Gowri	Teaching	Convener	
5	Dr A Stanly Kumar	Teaching	NIRF coordinator	
6	Dr N Neelima Priyanka	Teaching	ARIIA coordinator	
7	Mr D V Subbarao	Teaching	Member	
8	Mr G Kiran	Teaching	IPR Activity coordinator	
9	Dr K Chaitanya	Teaching	Internship Activity Coordinator	
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Activities –Quarter One

Activity	Responsibility	Coordinator	Remarks
Demo Day/Exhibition/Poster Presentation of Ideas/PoC & linkage with Innovation Ambassadors/Experts for Mentorship Support - Manage through YUKTI-NIR	All departments	Dr P Kishore kumar	
Exposure and field visit for problem identification	ECE	Ms. Srilakshmi	
Session on Problem Solving and Ideation Workshop	CSE	Dr Neelima	
My Story - Motivational Session by Successful Entrepreneur/Start-up founder.	EEE	Mr S Nageswar rao	
My Story - Motivational Session by Successful Innovators.	MECHANICAL	Dr A Stanly Kumar	
Workshop on "Entrepreneurship and Innovation as Career Opportunity" 9	MBA	Dr Krishnaiah	
Celebration day (National Education Day) 10-11-2023	NSS	Mr B V Subbarao	


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IIC minutes of the meeting called on 06-10-2023 at principal's chamber, SRK institute of technology, Vijayawada-521108.

Call to order:

The meeting was arranged in the principal chamber of SRKIT on October 06, 2022. The IIC president presided over the meeting, which began at 10:00 A.M.

Attendees:

All members of IIC attended meeting

Resolutions:

Agenda1: IIC formulation

The principal invited all IIC members to meeting and initiated the process of institute innovation council. After thorough discussion among members, Dr P Kishore Kumar, President proposed and presented the list of members for the formation of the council.

Resolution: It is resolved to approve the proposed list of members with their roles and responsibilities for the formulation of IIC. IIC Members list is enclosed.

Agenda2: IIC activities - Quarter one

Dr P Kishore Kumar, President of IIC presented the proposed quarterly plan for the period Quarter-1.

Resolution: It is resolved to approve the proposed first quarterly action plan (Copy enclosed).

Agenda 3: Self driven activities – Quarter one


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Dr P Kishore Kumar, President of IIC discussed the proposed plan for the self driven activity.

Resolution: It is resolved to approve the self driven activity action plan.

Agenda 5: Any other with the permission of chair

The convener of IIC, Dr. S. Sri Gowri suggested all the department coordinators to identify target teams from the institute.

Resolution: It is resolved to approve the identification of student strength through Google form from all departments.

Adjournment:

The president moved that the meeting be adjourned and this was agreed upon at 12:00 PM.


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RESOLUTION

The council meeting of Institution's Innovation Council (IIC), SRK INSTITUTE OF TECHNOLOGY, Vijayawada was called by IIC President Dr P KISHORE KUMAR on 06-10-2023 to discuss upon the IIC calendar activities of quarter one for academic year 2023-24 & to assign roles and responsibility among newly joined council members as per the guidelines of Ministry of Education's Innovation cell. As per the decision of competent authority, following members will be the part of IIC.

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S. No	Name of the member	Member type (Teaching/non teaching)	Position assigned in IIC	Signature
1	Dr M Ekambaram Naidu	Teaching	HOI	
2	Dr P Kishorekumar	Teaching	President	
3	Dr T Sastryanarayana	Teaching	Vice President	
4	Dr S Sri Gowri	Teaching	Convener	
5	Dr A Stanly Kumar	Teaching	NIRF coordinator	
6	Dr N Neelima Priyanka	Teaching	ARIIA coordinator	
7	Mr D V Subbarao	Teaching	Member	
8	Mr G Kiran	Teaching	IPR Activity coordinator	
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The council members discussed about the activities (IIC calendar, Celebration and Self-Driven) and features of IIC portal. The council members also discussed about collaborations within and outside the institution to accelerate the activities of IIC. The council also deliberated on quarterly action plan in synchronization with activities and initiatives of other departments, centres and facilities in the Institute working towards promoting IPR, Innovation, Entrepreneurship and Start up.

The council unanimously decided to carry out all the IIC activities in regular basis throughout the year and meet regularly in beginning of every quarter to review the progress made in previous quarter and also to plan for upcoming quarter. The council has agreed to convene next meeting tentatively on December 2023.

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QUARTERLY PLAN – MEETING NOTE

REF NO: SRKIT/IIC/2023-24/Q2

Date: 20-12-2023

Sub: Second council meeting of institute innovation council- Reg.

As part of MHRD's Innovation cell, our institute SRKIT Institute Innovation Council (IIC) is requested to all IIC members to attend council meeting quarter two for the A. Y. 2023-24 on 26-12-2023 by 10:00 AM at principal chamber to discuss the following agenda.

1. Review of previous meeting
2. Celebration activities- Quarter two
3. IIC activities - Quarter two
4. MIC driven activities – Quarter two
5. Any other with the permission of chair


 Convener-IIC


 President-IIC

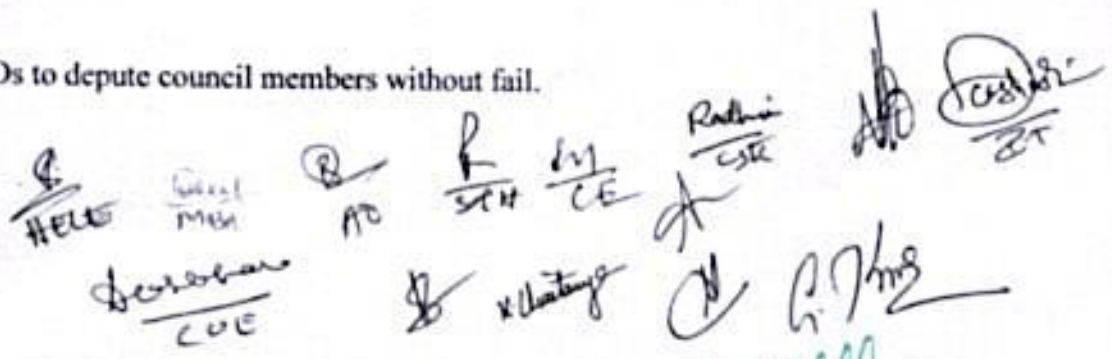

 Principal
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Copy to: All HODs

All IIC members

All student activity coordinators

Note: All HODs to depute council members without fail.




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IIC minutes of the meeting called on 26-12-2023 at principal's chamber, SRK institute of technology, Vijayawada-521108.

Call to order:

The meeting was arranged in the principal chamber of SRKIT on December 26, 2023. The IIC president presided over the meeting, which began at 10:00 A.M.

Attendees:

All members of IIC attended meeting

Resolutions:

Agenda 1: Review of previous meeting

The principal invited all IIC members and started the meeting with welcome note. IIC president, Dr P Kishore Kumar reviewed previous meeting MOM and discussed among the members. The status was recorded.

Resolution: It is resolved to approve the review of previous meeting

Agenda 2: Celebration activities- Quarter two

The convener of IIC, Dr. S. Sri Gowri discussed celebration activities-Q2 with president and members. Members of IIC decided that the celebration activities will be conducted by NSS team.

Resolution: It is resolved to approve the proposed celebration activity action plan (Copy enclosed).

Agenda 3: IIC activities - Quarter two

Dr P Kishore Kumar, President of IIC discussed the proposed plan for the IIC activities - Quarter two.


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Resolution: It is resolved to approve the IIC activity action plan.

Agenda 4: MIC driven activities – Quarter two

The president of IIC, Dr. P Kishore Kumar proposed the MIC driven activities – Quarter two.

Resolution: It is resolved to approve the MIC driven activity action plan.

Agenda 5: Any other with the permission of chair.

The convener of IIC, Dr. S. Sri Gowri suggested all the department coordinators to identify target teams from the institute for idea generation and implementation and also startup plan.

Resolution: It is resolved to approve the identification of student strength through Google form from all departments.

Adjournment:

The president moved that the meeting be adjourned and this was agreed upon at 12:00 PM.


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RESOLUTION

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The council unanimously decided to carry out all the IIC activities in regular basis throughout the year and meet regularly in beginning of every quarter to review the progress made in previous quarter and also to plan for upcoming quarter. The council has agreed to convene next meeting on March 2024.

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