

**Minutes of the meeting of AY 2021-22, Q2 (5<sup>th</sup>) Institution's Innovation Council Meeting,  
Dec 30, 2021**

**Presided by:** Prof B S Murty

**Convened by:** Dr Nakul Parameswar

**Other Attendees:** Those who have attended the meeting are marked as present (P) in the table below.

**Total Attendees: 15/32**

S. No.	Position	Name & Designation	Attendance
1.	President	Prof B S Murty, Director, IITH	P
2.	Vice President	Prof Kiran Kuchi, Dean (R&D)	A
3.	Innovation Activity Coordinator	Dr Sumohana Channappayya, Former Dean (R&D)	P
4.	Startup Activity Coordinator	Prof S Surya Kumar, Faculty-in-Charge, Incubation Centre	P
5.	Internship Coordinator	Dr Abhinav Kumar, Faculty-in-Charge, Office of Career Services	P
6.	IPR coordinator	Dr Pradeep Kumar Yemula, Faculty-in-Charge, IP Cell	P
7.	ARIIA coordinator	Dr Priyotosh Bandyopadhyay, ARIIA Coordinator	A
8.	NIRF coordinator	Dr Sai Santosh Kumar Raavi, NIRF Coordinator	P
9.	Entrepreneurship Coordinator	Dr M. P. Ganesh, Head, Dept. of Entrepreneurship & Management	P
10.	Convenor	Dr Nakul Parameswar, Assistant Professor, Dept. of EM	P
11.	Innovation Ambassador	Prof Deepak John Mathew, Head, Dept. of Design	P
12.	Innovation Ambassador	Dr Mudrika Khandelwal, Associate Professor, Dept. of MSME	A
13.	Innovation Ambassador	Dr Meduri Praveen, Assistant Professor, Dept. of Chemical Engg.	A
14.	Innovation Ambassador	Dr Sayak Banerjee, Assistant Professor, Dept. of Mechanical & Aerospace Engg.	A
15.	Innovation Ambassador	Dr Suhanya Duraiswamy, Assistant Professor, Dept. of Chemical Engg.	A
16.	General Member	Prof Ramesh G, Chair - Rural Development Centre	A
17.	General Member	Dr Prasad Onkar, FIC – Unnat Bharat Abhiyan (UBA)	A
18.	General Member	Dr Avinash Eranki, FIC - Students Affairs	A
19.	Social Media Coordinator/ Secretary	Ms Mitalee Agrawal, Public Relations Officer	P
20.	General Member	Prof Mohan Sangeneni, Advisor-Innovation & Translational Research	P
21.	Startup / Alumni Entrepreneur	Mr M Sai Kiran, CEO, Founder (SK IOT)	A
22.	Expert from nearby Industry	Mr Vinay Chilakapati (CEO, Innomet Advanced Materials Pvt. Ltd.)	P
23.	FI/ Bank Investor	Mr Reehan Shaik, Bank Manager, Canara Bank, IITH Branch, Ex-officio	A
24.	Incubation Centre	Dr Siva Rama Krishna Vanjari, Faculty-in-Charge, FabCI	A
25.	Patent Expert	Mr Anna Eswara Reddy, Patent Analyst	P
26.	Startup Activity Coordinator	Mr Sarthak Konher, Head, E Cell	A
27.	Innovation Activity Coordinator	Mr Brijesh, Science & Technology Secretary, Student Gymkhana	P
28.	Internship Coordinator	Mr Krutik Mehta, BTech 4th Year, IITH	A
29.	IPR Coordinator	Mr Gaddam Akhileswar Chowdary, MTech 3rd year, IITH	P
30.	Social Media Coordinator	Ms Tisha Pantawane, Media Secretary, Student Gymkhana	A
31.	General Member	Mr Priyabrata Rautray, PhD Scholar, Dept. of Design	P
32.	General Member	Mr Vaibhav Kumar, BTech 4th Year, IITH	A

### Proceedings:

1. The meeting began with the opening remark by the President, IIC-IITH, and Director, IITH, Prof Murty.
2. Ms Mitalee Agrawal briefed the council about the recent IIC updates to the council.
3. Last Quarter & previous Minutes were discussed and further actions were decided.
4. IIC AY 2021-22 Calendar activities were discussed, and responsibilities were given to respective IIC members along with the Important Dates of Celebration.
5. From the IIC 5<sup>th</sup> meeting onwards Dr Nakul will take charge of all operational matters (especially convening IIC's meeting) of IIC from Ms Mitalee. Ms Mitalee will continue to provide support in terms of managing social media as well as continue to be the point of contact with MoE and manage the filing/maintenance of data with MoE/concerned authorities.

### Plan of action from 3<sup>rd</sup> IIC meeting:

1. iTIC to share all entrepreneurship promotion activities on the IIC portal as a self-driven activity— **iTIC will share the plan shortly following IIC AY 2021-22 Calendar. - Closed.**
2. Each IA has to conduct a minimum of one activity/ quarter based on training received as per the IIC mandate. – **IIC Member to share the plan of action by Nov 30, 2021. - Prof Murty to write an email to all IA who are yet to submit the activity.**
3. Prof Surya, FIC - Incubation, Innovation & Startup to conduct at least two mentoring sessions/activities per quarter. – **iTIC will share the plan shortly following IIC AY 2021-22 Calendar. – Closed.**
4. A portal for centralized data storage and retrieval for various purposes like Ranking & Reports to be worked out under the guidance of Prof Kiran, IIC-Convenor & Dean (R&D)-IITH. The first meeting with all stakeholders is to be called in the 1st week of September 2021 and an action plan for implementation with the deadline is to be fixed by the 3rd week of September 2021. - **Dr Nakul & Ms Mitalee to revamp the APAR format to meet this requirement.**

### Plan of action from 4<sup>th</sup> IIC meeting:

1. For any activities to be successfully concluded as per the IIC mandate, the document should have the IIC logo/ mention included. – **Closed.**
2. Each IA to share their plan for conducting two activities for AY 2021-22 by Nov 30, 2021. **Prof Murty to write an email to all IA who are yet to submit the activity.**
3. Prof Surya, Dr Pradeep & Dr Abhinav to share the document on how to convert an idea into a start-up at IITH. - **Policy is drafted & appraised for BoG approval.**
4. Dr Pradeep will share IITH's latest IP Policy and Prof Murty will disseminate the document amongst the Faculty & Students of IITH. – **It can be confirmed after Innovation & Start-up policy is approved.**
5. Mr Vinay will send an email proposal to Prof Murty for student engagement at his firm. - **It will be done in Jan 2022.**
6. An Innovation ID (Virtual Innovation Box) to be created that will be handled by IPFC under supervision of FIC – IPFC and will be monitored on monthly basis. - **Closed.**
7. IPFC will organize at least one Innovation Lecture per month. - **Closed.**
8. Dr Abhinav will plan one field visit of max. of 20 students to nearby industries every month. The student will be shortlisted on first-come, first-served basis. - **Prof Surya to take over this point from this month onwards.**
9. Ms Mitalee will maintain the Idea repository of the proposal received under BUILD, RD, UBA & Innovations Box. **To be completed by Jan 2022.**
10. Mr Anna Eswara Kumar will be included in IIC as IP Experts along with Dr Sai Santosh Kumar Raavi as Nodal Officer for NIRF Rankings at IITH. Director's Office will issue the necessary amendment to the office order on IIC formation at IITH and other related documents to be updated. - **Closed.**
11. Ms Mitalee will confirm from IIC SCRO if Q1 activities can be done in Q2 being IIC Calendar shared recently. - **Closed. Q1 & Q2 activities still can be completed.**
12. Ms Mitalee will share Important dates of celebrations under IIC alert at least 15 days in advance with Prof Murty for due action. - **Completed (On-going) - Can be closed.**
13. Ms Mitalee will share an email draft with Prof Murty to sensitize the IITH community about the importance of IIC and I&E culture on campus. **To be completed by Jan 2022.**

### Action Plan - 5<sup>th</sup> IIC Meeting:

1. Ms Mitalee to share the draft email with Prof Murty to request Prof Deepak, Dr Praveen & Dr Sayak to share their IA activities plan.
2. Dr Nakul & Ms Mitalee to work with the APAR team to revamp the APAR format to ensure seamless data collection for various purposes like Annual Report & Ranking.
3. IPFC to plan sessions on "How to draft Patent?".
4. Innovation & Start-up policy is pending for Senate approval. Request Prof Murty's support to expedite it.
5. Dr Avinash to document BUILD Policy and circulate among the students by end of Jan 2022. Prof Surya & Dr Nakul will extend support as required.
6. Prof Surya to Plan Field Visit to nearby industry/ Incubation centres like T-Hub (Approx. 20 Students/month).
7. All MoU signed under IITH capacity by all Deans & HoDs to be shared by Dean (PCR) Office to maintain a centralized repository for various purposes.

Following members will be responsible for the Conduct Q1 & Q2 IIC Calendar AY 2021-22 activities:

IIC Calendar Activities for Academic Year 2021-22			
Semester I			
Quarter 1 – Until November 30, 2021			
S. No.	Activity	Thrust Area	Responsibility
1	Workshop on "Entrepreneurship and Innovation as Career Opportunity"	Inspiration Motivation and Ideation	Dr Ganesh
2	My Story - Motivational Session by Successful Innovators		Ms Mitalee
3	My Story - Motivational Session by Successful Entrepreneur/Startup founder.		Ms Mitalee
4	Session on Problem Solving and Ideation Workshop		Mr Akhilesh
5	Exposure and field visit for problem identification		NA
6	Pitching Event for Ideas Scouted & linkage with Innovation Ambassadors for mentorship support.		Prof DJM
7	Developing Online Repository of Ideas Developed and Way forward plan		Ms Mitalee
Quarter 2 – Until February 28, 2022			
S. No.	Activity	Thrust Area	Responsibility
1	Workshop on Design Thinking, Critical thinking, and Innovation Design	Validation and Concept Development	Prof DJM
2	Expert talk on "Process of Innovation Development & Technology Readiness Level (TRL)" & "Commercialization of Lab Technologies & Tech-Transfer"		Mr Eswara
3	Workshop on Entrepreneurship Skill, Attitude and Behaviour Development		Dr Ganesh
4	Session on Achieving Problem-Solution Fit & Product-Market Fit		Prof Surya
5	Field/Exposure Visit to Pre-incubation units such as Fab lab, Makers Space, Design Centres, City MSME clusters, workshops, etc.		Prof Surya
6	Pitching Event for PoCs developed & linkage with Innovation Ambassadors for mentorship support.		Prof DJM
7	Developing Online Repository of Proof of Concepts (PoCs) Developed and Way forward Plan		Ms Mitalee
Semester II			
Quarter 3			
S. No.	Activity	Thrust Area	Responsibility (Tentative)

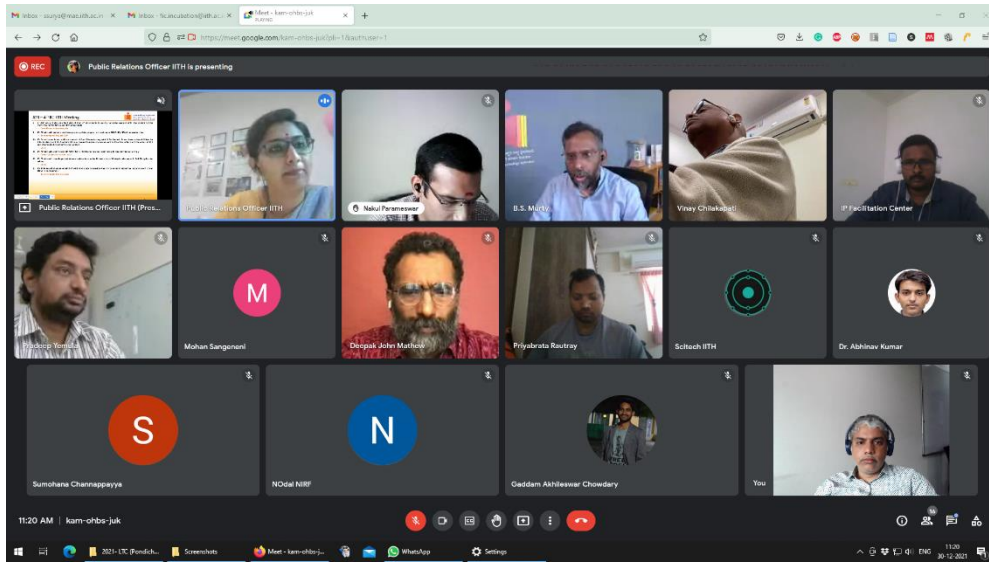
			<b>Allocation Undertaken – Based on the Broad Theme of the Activity)</b>
1.	Workshop on Prototype/Process Design and Development - Prototyping	Validation and Innovation & Business Model Development	Mr Akhilesh
2.	Session/ Workshop on Business Model Canvas (BMC)		Dr Ganesh/ Dr Nakul
3.	Field/Exposure Visit to Incubation Unit/Patent Facilitation Centre/Technology Transfer Centre		Prof Surya
4.	Session on “How to plan for Start-up and legal & Ethical Steps”		Prof Surya
5.	Workshop on Intellectual Property Rights (IPRs) and IP management for start-up		Dr Pradeep/ Eswara
6.	Demo Day/Exhibition/Poster Presentation of Business Plan/Prototype developed & linkage with Innovation Ambassadors for mentorship support.		Prof DJM/ Priyabrata
7.	Demo Day/Exhibition/Poster Presentation of Business Plan/Prototype developed &		Ms Mitalee

**Quarter 4**

<b>S. No.</b>	<b>Activity</b>	<b>Thrust Area</b>	<b>Responsibility ((Tentative Allocation Undertaken – Based on the Broad Theme of the Activity)</b>
1	Session on Innovation/Prototype Validation - Converting Innovation into a Startup (or) Session on Achieving "Value Proposition Fit" & "Business Fit"	Validation and Concept Development	Prof Surya
2	Session on Accelerators/Incubation - Opportunities for Students & Faculties – Early-Stage Entrepreneurs		Dr Ganesh/ Dr Nakul
3	Organize Session on “Lean Start-up & Minimum Viable Product/Business”- Boot Camp (or) Mentoring Session		Dr Nakul
4	Session on Angel Investment/VC Funding Opportunity for Early-stage Entrepreneurs		Prof Surya
5	Session/ Panel discussion with innovation and Startup Ecosystem Enablers from the region/state/national level		IA
6	Demo Day/Exhibition/Poster Presentation of Start-ups developed & linkage with Innovation Ambassadors for mentorship support.		IA
7	Developing Online Repository of Start-ups Developed/incubated and Way forward plan		Ms Mitalee

**Note: Column 4 highlighted in orange indicates completion of the activity.**

**Snapshots from 5<sup>th</sup> IIC Meeting:**



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