

INSTITUTION INNOVATION COUNCIL (IIC)
IIC ID: IC201810415

Minutes of the IIC Quarter-3 Meeting held on 18/03/2026 in the Pro-Vice Chancellor's Chamber, Siddhartha Academy of Higher Education, Deemed to be University, Vijayawada – 520 007

Call to Order:-

The IIC quarter 3 meeting of the institute was held on 18.03.2026 in Pro-Vice Chancellor chamber of SAHE. It began at 4.30 PM and was presided over by the president of IIC.

Attendees:-

Members in attendance included:

S.No	Name of the faculty	Council Designation
1.	Dr. A V Ratna Prasad	President
2.	Dr. M. Suneetha	Vice President
3.	Dr.G. SrinivasaRao	Convener and ARIIA Coordinator
4.	Dr.P.Ramesh Kumar	Social media coordinator and Dept coordinator
5.	Dr. K.Naga Malleswara Rao	EDC activity coordinator
6.	Dr.Vinay Kumar Gaddam	IPR activity coordinator
7.	Sri.R V H Prasad	Start-up activity coordinator and ECE Dept. coordinator
8.	Dr.T.Naveen	IIC Coordinator from EEE
9.	Smt.K.Prasanti	IIC Coordinator from EIE
10.	Dr. S.Jaya Prakash	IIC Coordinator from IT
11.	Sri.KVSS Sai Sudeehr	IIC Coordinator from ME
12.	Dr. Alasakani Karthik	IIC Coordinator from S & H
13.	Smt. Ruchi Shukla	IIC Coordinator from MBA
14.	Dr.B.Srinivas	IIC Coordinator from MCA

Members not in attendance included:

Faculty members:

S.No	Name of the faculty	Council Designation
1.	Sri M Tejsai	Internship activity coordinator
2.	Dr.V.Radhesyam	R&D Coordinator
3.	Dr. S. Asha Varma	IIC Coordinator from AI&DS
4.	Dr. Malathi N	IIC Coordinator from CE
5.	Dr.P.Krishna Murthy	IIC Coordinator from S & H

Agenda 1: Review of first and second quarter activities

The committee reviewed the status of activities conducted during Quarter-1 & 2. The outcomes, participation levels, and documentation status were discussed. Members appreciated the efforts taken by the coordinators and suggested strengthening interdisciplinary participation.

Resolutions:

All pending activities shall be carried out in conjunction with the activities of the present quarter i.e March 1 to May 30.

Agenda 2: Third Quarter Action Plan Development (1st March to May 2026)

Dr.Gummadi Srinivasarao, Convener of IIC, presented the draft action plan during the council meeting and incorporated the feedback received from the members to finalize the third-quarter action plan

Resolutions:

Resolved that the finalized third-Quarter Action Plan be completed and submitted by 30th May 2026 (Action plan enclosed herewith)

Agenda 3: Any other issue with the permission of the chair

1. The President and Vice President of the Council reviewed the progress of start-up and entrepreneurship activities in discussion with Dr. K.N.M.R., EDC Coordinator.
2. The members discussed the process of sharing IIC portal login credentials with all individual coordinators to enable them to upload their respective activities to the portal.
3. The Council deliberated on the need to prepare a standardized application template for inviting proposals from students and faculty seeking start-up support under the seed fund initiative.
4. The members also discussed conducting an additional review meeting to address the delays observed in organizing planned events and to ensure timely implementation of future activities.

Resolutions:

1. **Resolved that** the Council reviewed the progress of start-up and entrepreneurship activities in consultation with Dr. K.N.M.R., EDC Coordinator, and a follow-up review shall be completed **on or before 31/03/2026**.
2. **Resolved that** the IIC portal login credentials shall be shared with all individual coordinators to enable them to upload their respective activities on the portal.
3. **Resolved that** a standardized application template shall be prepared to invite proposals from students and faculty for start-up support under the seed fund initiative.
4. **Resolved that** an additional review meeting shall be conducted to address the delays in organizing events and to ensure the timely execution of future activities, and the **next meeting is scheduled on 13/04/2026**.

Copy to:

- ❖ Vice-Chancellor, Pro vice-Chancellor, Registrar and Deputy Registrar
- ❖ Director
- ❖ Deans and HoDs
- ❖ IQAC
- ❖ Registrar's office for records
- ❖ IIC Council members through HoD


President IIC
Pro Vice-Chancellor
Siddhartha Academy of Higher Education
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IIC Calendar Activities: (Q3): Thrust Area: Prototype, Design and Business Model development (March 1 to May 2026)

S.No	Activity Title	Level	Mode of conduct	Key Outputs / Measurable Parameters	KPIs (with Quantified Metrics)	Weight age in Q1 (25%)	Responsibility
1	Workshop on Product-Market fit; Prototype/ Process Design and MVP Development	2 or 3	Offline/Online	No. of functional prototypes developed/tested	≥5 functional prototypes, Deposited /updated in YUKTI Innovation Repository	0.04	IT
2	Session/Workshop on Business Model Canvas (BMC) & Business Model Fit	2 or 3	Offline/Online	No. of BMC canvassed and presented	≥7 business models presented, Deposited /updated in YUKTI Innovation Repository	0.04	ME & MBA
3	AI-Powered Solution Expo: Demo Days for AI/I4.0 Prototypes	1 or 2	Offline/Hybrid	No. of AI solutions/expos organized; Teams showcasing	≥5 AI solutions demonstrated, Deposited /updated in YUKTI Innovation Repository	0.04	CSE
4	Field/Exposure Visit to Incubation Units/Patent Facilitation/Tech Transfer Centres	1 or 2	Offline	No. of visits; Linkages with incubators/IP facilitation	1+ new linkage	0.04	ECE
5	Session on Start-up Legal & Ethical Steps	1 or 2	Offline/Online	Student attendance; Teams with legal/ethical orientation	≥80% scoring in knowledge postsession	0.02	MCA
6	Workshop on Raising Capital and Finance Management for Start-ups	1 or 2	Offline/Online	No. of teams with basic fundraising plans	≥5 teams draft fundraising plans	0.02	MBA
7	Workshop: Protecting IPR and IP Management for Start-ups	1 or 2	Offline/Online	No. of IP applications filed	≥3 IP applications per quarter	0.02	EEE
8	Organize Inter/Intra Institutional B-Plan Competition, Reward Best	3 or 4	Offline/Hybrid	No. of entries; Awards for best innovations	≥15 entries; 2 best teams awarded	0.05	CE

	Innovations						
9	Mentoring Event: Demo Day/Poster Presentation of Business Plans & Mentor Linkages	3 or 4	Offline/Hybrid	No. of teams mentored; Quality of presentations	≥5 teams mentored; successful pitch practice	0.05	EIE

2. Self-Driven Activities (Q3):

S.No	Activity Title	Thrust area	Responsibility
1	Prototype, Design and Business Model development	Prototype, Design and Business Model development	AI&DS
2	Prototype, Design and Business Model development		CE
3	Prototype, Design and Business Model development		CSE
4	Prototype, Design and Business Model development		ECE
5	Prototype, Design and Business Model development		EEE
6	Prototype, Design and Business Model development		EIE
7	Prototype, Design and Business Model development		IT
8	Prototype, Design and Business Model development		ME
9	Prototype, Design and Business Model development		MBA
10	Prototype, Design and Business Model development		MCA

3. MIC driven activities (Q3):

S.No	Quarter	Activity Name	Responsibility
1	Q3	Based on the guidelines from MIC from time to time	ECE and EIE

4. Important Day Celebration Activities for IIC Academic Year 2025-26 (Q3)

S.No	Date	Celebration Activity Name	Responsibility
1.	8th March	International Women's Day	S&H (Completed)
2.	21st April	World Creativity and Innovation Day	EEE
3.	26th April	World Intellectual Property Day	CSE/MBA
4.	11th May	National Technology Day	ECE


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