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Date: 29.11.2024

## MINUTES OF COUNCIL MEETING OF INSTITUTION' INNOVATION COUNCIL (IIC)

The Second meeting was conducted on 29.11.2024 at 10:30AM.

- 1. President welcomes the Members. The Head of the Institution has share the presentation about IIC activities for Quarter II.
- 2. Discussed the formulation and function of IIC & share role and responsibility among newly joined council member as per the guidelines of MHRD's Innovation Cell.
- 3. Discussed about the objective of IIC, type of activities (IIC Calendar, MIC Driven and self-Driven), features of IIC portal for monthly report submission mechanism.
- 4. The council member also discussed about collaborations with organizations to accelerate the activities of IIC.
- 5. The council also deliberated on quarterly action plan in synchronization with activities and initiatives of other departments, centers and facilities in the Institute working towards promoting IPR, Innovation and Start up.
- 6. 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.
- 7. The council reviewed the various activities were completed as self-driven activities as per institution strategic plan from December 2024 to February 2025.

PRESIDENT Institute Innovation Council Mohamed Sathak Engineering College, KILAKARAI-623 806.

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