



## **SANKETIKA VIDYA PARISHAD ENGINEERING COLLEGE**

(AICTE – APPROVED: AU - AFFILIATED: NAAC - ACCREDITED ISO: CERTIFIED)

BESIDE YSR INTERNATIONAL CRICKET STADIUM, P.M.PALEM, VISAKHAPATNAM – 530041

# **INSTITUTION INNOVATION COUNCIL**

## **Roles & Responsibilities of the Council Member**

### **PRESIDENT**

1. To lead the IIC Council.
2. To have the IIC portal Login ID and will be the custodian of IIC portal login and data/ reports uploaded therein.
3. To call the meetings, set meeting agenda and will monitor the deliverable.
4. To be the main point of contact with MHRD/MoE Innovation Cell.
5. To respond to all communication from IIC National Coordination team (MHRD Innovation Cell) and will be responsible to ensure decent performance of IIC.
6. To coordinate with MHRD/MoE innovation cell and responsible for all the IIC activities in the institute.
7. To ensure Institution's participation in IIC calendar activity and take lead in the institution driven activities (own initiatives).
8. To ensure the effective implementation of IIC activities with the help of Convenor.
9. To change the council members as per the decision taken in council meetings and update the information on portal.
10. To be responsible for submitting the progress/activity reports on the IIC portal.

**R S KIRAN**  
President

**Dr N C ANIL**  
Head of the Institute /Principal



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## **INSTITUTION INNOVATION COUNCIL**

### **Roles & Responsibilities of the Council Member**

#### **VICE-PRESIDENT**

1. To build and strengthen the in-house mentor pool and human resource capacity to drive campus Innovation & Entrepreneurship activities.
2. To Identify, handhold and guide potential/early-stage entrepreneurs, student innovators at the Institute on regular basis.
3. To develop a critical mass of motivated students & faculties with creative potential, and Entrepreneurial orientation & skill set.
4. To Commercialize the innovations through technology transfer, technology licensing and Startups, etc.
5. To build an infrastructure support and facilities to promote innovation and enable environment of easy access to resources within and outside the institute.
6. To strengthen the intra and inter-institutional partnership and collaboration with ecosystem at different level and co-creation of new program interventions

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## **INSTITUTION INNOVATION COUNCIL**

### **Roles & Responsibilities of the Council Member**

#### **CONVENER**

1. To work in close coordination with IIC President and will provide help wherever required for smooth conduct of activities.
2. To ensure the participation in the meeting and will prepare the meeting agenda at least 10 days prior to meeting with the inputs from all valuable council members and President.
3. To maintain documentation of the proceedings like meeting photos, Minutes of Meetings, Meeting Video has to be uploaded to Institution YouTube Channel and the link has to be shared with competent authorities and any other proof.
4. To ensure that the internal examination dates would not interfere with the IIC activities and coordinate with all departments to ensure the same.
5. To collect the inputs from all the members of the council at regular interval, especially external members for better planning of IIC activities and effective delivery of results.

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## **INSTITUTION INNOVATION COUNCIL**

### **Roles & Responsibilities of the Council Member**

#### **SOCIAL MEDIA COORDINATOR**

1. To create and manage IIC page/account on Facebook, Twitter and YouTube and other relevant social media platforms.
2. To be responsible for posting all the relevant information about council meeting resolution and action plan, IIC activities and follow/tag MIC/IIC page and posts on these platforms.
3. To ensure that all students follow MIC/IIC page/account on social media to get first-hand information.

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## INSTITUTION INNOVATION COUNCIL

### Roles & Responsibilities of the Council Member

#### STARTUPS/INNOVATION/INTERNSHIPS/IPR COORDINATORS Members

1. To ensure the Institution's Innovation Council's logo and the words "in association with Institution's Innovation Council, Ministry of Education (MoE), Govt. of India", is included in the brochure compulsorily for all the academic activities of their respective departments like webinars, seminars and workshops related to Industry Interaction, Startup, Entrepreneurship, Research and Innovation / Intellectual Property Rights (IPRs).
2. To establish Innovation Clubs for students with facilities and equipment needed for Innovation and Entrepreneurship (I & E) activities in their respective departments.
3. To develop an Innovative and Entrepreneurial mindset through a series of activities like workshops, awareness, market outreach events, orientation, advocacy meetings, campus hackathons, networking events (Intra and Interinstitutional, enablers, stakeholders).
4. To encourage faculty and students to pursue research studies related to Entrepreneurship.
5. To develop short term certificate courses on Innovation and Entrepreneurship.
6. To convince departments to offer Major or Minor Specializations or credit courses related to Innovation and Entrepreneurship (I & E) and IPR
7. To organize Employment Generation skill development programs of minimum 30 contact hours of duration.
8. To organize entrepreneurial skill development / employment generating programmes for external participants (local residents, community members, alumni etc.)
9. To coordinate with IPR Cell to generate revenue from patents, copyrights, trade secrets and others.
10. To obtain grants from Government, Non-Govt, CSR Bodies towards promoting and supporting innovations.

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## INSTITUTION INNOVATION COUNCIL

Note: The above responsibilities are also applicable to the below members apart from their main responsibilities.

PRESIDENT	R S KIRAN	rskirannaac@gmail.com	9014166673
HEAD OF THE INSTITUTE / VICE-PRESIDENT	DR N C ANIL	svpec.principal@gmail.com	9573334902
CONVENER	K T KRISHNA KUMAR	krishnaagti@gmail.com	8686868012
SOCIAL MEDIA	G SUBRAMANIAM	subbu.gunuru301@gmail.com	9494673107

R S KIRAN  
President

Dr N C ANIL  
Head of the Institute /Principal