



LUTHFA FOUNDATION'S LUTHFAA POLYTECHNIC INSTITUTE

(PINNACLE GROUP INITIATIVES)
(AN ISO 9001 : 2015 CERTIFIED POLYTECHNIC INSTITUTE)
Approved By A.I.C.T.E. & Affiliated to W.B.S.C.T. & V.E. & S.D.

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Ref: _____

Date: _____

MINUTES of the first meeting of IIC's of Luthfaa Polytechnic Institute

Serial No- IIC/Minutes-2ND /LPI/NOV.-10/2020/002

Types of meeting: General Discussion of AICTE's prescribed activities by IIC's of LPI
Name- Institution Innovation Council of LPI, Molandighi , Durgapur-12

Day, Date, Venue- Tuesday ,1 0/11/2020,
IIC Room of LPI

Commencement of the meeting- 12:30 p.m

In attendance:

1	PRESIDENT	MR. GOUTAM BEJ (HOD, SC & H)
2	CONVENOR	MR MUNSI MAHAMMAD MAHIM (HOD ME)
3	VICE PRESIDENT/INNOVATION ACTIVITY CO-ORDINATOR	MR ABHINANDAN SARKAR (CST)
4	START-UP ACTIVITY CO-ORDINATOR	MR DEBABRATA KHAN (SC & H)
5	SOCIAL MEDIA CO-ORDINATOR	MR. KAZI ABUL MANSUR (CST)
6	NIRF CO-ORDINATOR	MR. ANKUSH DAS (HOD, MINING)
7	MEMBER	MR. SUPROVAT GHOSH(CE)
8	MEMBER	MS. NUPUR SEN(SC & H)
9	MEMBER	MS. BIDISHA PAUL (EE)
10	MEMBER	MS NABINA SHYAM (CE)

Chairman for the Meeting:-

Mr Goutam Bej, President of IIC's of Luthfaa Polytechnic Institute was elected as the chairman of the meeting.

Quorum:-

The business before the meeting was taken up after having established that the requisite quorum (i.e. six numbers was there to conduct the business).

Agenda:-To Discuss the following topics to select at least three of them

1. IIC council meeting – Review of Q1 process and planning for Q2- **Mandatory**
2. Idea/ PoC pitching and validation and Institute level PoC competition. Submission of idea /PoC on IIC portal - **Mandatory**
3. orientation session on National Innovation and Start-up Policy(NISP) - **Mandatory**
4. Session on the process of innovation development - **Elective**

5. Workshop on design thinking , critical thinking and innovation design - **Elective**
6. Workshop on Entrepreneurship development phases. - **Elective**
7. Session on identifying intellectual property component at early stage of innovation - **Elective**
8. field/ exposure a visit to fab Lab , makers space , design centres, city clusters etc.- **Elective**
9. Design validation through various model of design validation. **Elective**
10. Call for paper writing and research report on Innovation- **Elective**
11. Semester Break: internship at start-up- **Elective**
12. Orientation session for all students and faculties of Institute by Innovation Ambassador- **Elective**

Discussion:-

After describing in details about the AICTE's launched third year 2020-2021 activities for IIC, Mr Bej , the Chairman in this meeting asked for suggestions from the participants attended in the meeting. Mr Mahim, the Convenor of IIC's of Luthfaa Polytechnic Institute was asked to proceed on the discussion how to complete all the activities before the due date in December 2020.

Next discussion was made on the different prescribed activities by the participants and after discussing several pros and cons of different activities, the following activities were chosen unanimously.

1. IIC council meeting – review of Q1 process and planning for Q2- **Mandatory**
2. Idea/ PoC pitching and validation and Institute level PoC competition.
Submission of idea /PoC on IIC portal- **Mandatory**
3. orientation session on National Innovation and Start-up Policy(NISP)- **Mandatory**
4. Session on the process of innovation development - **Elective**
5. Workshop on design thinking , critical thinking and innovation design- **Elective**
6. Workshop on Entrepreneurship development phases.- **Elective**
7. Session on identifying intellectual property component at early stage of innovation- **Elective**

Decision:-

Decision about how to proceed to complete the activities was taken and main responsibility of conducting meeting and to look after the whole procedures etc, was given to Mr Mahim. Students whose names, included in the list, would be asked how they would help in making all these activities to be completed within December, 2020.

Next IIC Meeting:-

The next IIC meeting will be held **Wednesday, the 15th Dec. 2020** at IIC room at 3:00p.m onwards.

Conclusion of the Meeting:-

There being no other business, the meeting concluded at 1:30 p.m with a vote of thanks to the Chair.

Place- LPI, Molandighi,

Date- 10/11/2020






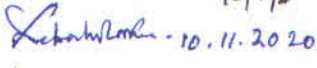





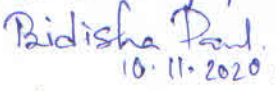

President

Institution's Inovation Council
Luthfaa Polytechnic Institute
Molandighi, Durgapur-12

(Goutam Bej)

Signature of Chairman (IICS of Luthfaa)

Attendance sheet of the Meeting held on 10/11/2020

Designation	Name	Signature
1 PRESIDENT	MR. GOUTAM BEJ (HOD, SC & H)	 10/11/2020
2 CONVENOR	MR MUNSI MAHAMMAD MAHIM (HOD ME)	 10/11/2020
3 INNOVATION ACTIVITY CO-ORDINATOR	MR ABHINANDAN SARKAR (CST)	 10/11/2020
4 START-UP ACTIVITY CO-ORDINATOR	MR DEBABRATA KHAN (SC & H)	 10.11.2020
5 SOCIAL MEDIA CO-ORDINATOR	MR. KAZI ABUL MANSUR (CST)	 10/11/2020
6 NIRF CO-ORDINATOR	MR. ANKUSH DAS (HOD, MINING)	 10/11/2020
7 MEMBER	MR. SUPROVAT GHOSH(CE)	 10/11/2020
8 MEMBER	MS. NUPUR SEN(SC & H)	 10/11/2020
9 MEMBER	MS. BIDISHA PAUL (EE) 	 10.11.2020
10 MEMBER	MS NABINA SHYAM (CE)	 10/11/2020