



**MINUTES OF MEETING
ENTREPRENEURSHIP DEVELOPMENT CELL
& INCUBATION**

Date:	29 th August 2023
Convenor:	Dr. K Lakshmisudha
Time:	4:00 pm – 5:00 pm
Venue:	Principal Board Room

<i>No.</i>	<i>Agenda & Discussions</i>
1.	Discuss about Pre-Incubation activities for students like session, SDP, FDP
2.	Plan to conduct outreach program under E-Cell
3.	Discuss about internship and projects for students under Pre-Incubation

Name of the Committee Members	Signature
Dr. K LakshmiSudha, Convenor	
Dr. Kaustubh Chavan, Coordinator	
Ms. V. Vijayalakshmi – Registrar	
Mr. Vinay Vishwanath, Karpuragaurai Technologies Pvt. Ltd	
Mr. Ajay Kumar Sahu, Greenox E-library Pvt. Ltd	
Mr. Daryl Shelven Thomas, Greenox E-library Pvt. Ltd	
Mr. Ved Gawade, E-Cell, Student Representative	

Action Plan:

- Prepared activity Calendar as per AICTE- MHRD -IIC guidelines SH 2023
- Planned Outreach program under E-Cell
- Shared the internship form with all hods from all branches

Activities	Action Plan:
Prepared activity Calendar as per AICTE- MHRD -IIC guidelines SH 2023	YES
Planned Outreach program under E-Cell	YES
Shared the internship form with all hods from all branches	YES



MINUTES OF MEETING
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Date:	19 th December 2023
Convenor:	Dr. K Lakshmisudha
Time:	4:15 pm – 5:00 pm
Venue:	Principal Board Room

<i>No.</i>	<i>Agenda & Discussions</i>
1.	Plan to Organize the Business Plan Competition to Invite Innovative Business Models from Students
2.	Plan to organize the session on Problem Identification
3.	Plan to organize the session on Fundraising, Pitching, Marketing and Sales
4.	Internship opportunities under Pre-Incubation Cell

Name of the Committee Members	Signature
Dr. K LakshmiSudha, Convenor	
Dr. Kaustubh Chavan, Coordinator	
Ms. V. Vijayalakshmi – Registrar	
Mr. Vinay Vishwanath, Karpuragaurai Technologies Pvt. Ltd	
Mr. Ajay Kumar Sahu, Greenox E-library Pvt. Ltd	
Mr. Daryl Shelven Thomas, Greenox E-library Pvt. Ltd	
Mr. Ved Gawade, E-Cell, Student Representative	



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Action Plan:

- Prepared B-Plan activity as per AICTE- MHRD -IIC guidelines
- Planned sessions Problem Identification, Fundraising, Pitching, Marketing and Sales under E-Cell
- Shared the internship form with IT Internship coordinator

Activities	Action Plan:
Prepared B-Plan activity as per AICTE- MHRD -IIC guidelines	YES
Planned sessions Problem Identification, Fundraising, Pitching, Marketing and Sales under E-Cell	YES
Shared the internship form with IT Internship coordinator	YES



MINUTES OF MEETING
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Date:	10 th April 2024
Convenor:	Dr. K Lakshmisudha
Time:	4:00 pm – 5:00 pm
Venue:	Principal Board Room

<i>No.</i>	<i>Agenda & Discussions</i>
1.	Discuss about Pre-Incubation activities/internships for students
2.	Plan to conduct session as per MHRD IIC
3.	Selection of students for SIES Event for Business plan

Name of the Committee Members	Signature
Dr. K LakshmiSudha, Convenor	
Dr. Kaustubh Chavan, Coordinator	
Ms. V. Vijayalakshmi – Registrar	
Mr. Vinay Vishwanath, Karpuragaurai Technologies Pvt. Ltd	
Mr. Ajay Kumar Sahu, Greenox E-library Pvt. Ltd	
Mr. Daryl Shelven Thomas, Greenox E-library Pvt. Ltd	
Mr. Ved Gawade, E-Cell, Student Representative	

Action Plan:

- Prepared activity Calendar as per AICTE- MHRD -IIC guidelines FH 2024
- Selection of students for SIES Business plan Competitions
- Discuss with startups for students internship

Activities	Action Plan:
Prepared activity Calendar as per AICTE- MHRD -IIC guidelines FH 2024	YES
Shared the student details to Radhakrishnan Sir	YES
Planned the students internship under Pre-Incubation	YES