

AMITY UNIVERSITY RAJASTHAN

Minutes of Meeting

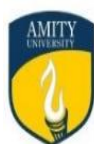
E-Cell/AII/IIC, AUR

Agenda:	Review of Previous Month's Events & E-Summit: Discussion on key takeaways from past events and an overview of the E-Summit activities conducted. Planning for IDEATHON 6.0: Finalizing details for the upcoming IDEATHON, scheduled for 16th & 17th April 2025. Departments to ensure submission of 5 innovative ideas each, with a maximum of 3 members per team. Registration requires a presentation or proposal submission. IIC Website Update & Social Media Engagement: Responsibility for website updates assigned to Dr. Rakhi Mutha and the Amizone Team. Email updates regarding the IIC website status to be shared with Dr. Manju Kaushik & E-Cell by 19th March 2025. Social media presence of IIC & E-cell activities to be enhanced by Mr. Niladri. Welcome New E-Cell Member: Dr. Mayank from AIP joins the E-Cell Committee in place of Dr. Adarsh Sahu. A formal introduction and addition to the E-Cell WhatsApp group will be conducted. Q1 & Q2 Activity Updates & Pending Reports: Dr. Rakhi Mutha to oversee pending activity reports. Activities Q1 (5 & 6) assigned to Dr. Abhinav Bhardwaj, with completion by 30th March 2025. A list of pending activities to be submitted to Dr. Manju Kaushik by 25th March 2025. School Visit for Innovation & Entrepreneurship Awareness: A visit to schools with Atal Tinkering Labs (ATL) to be conducted by Dr. Abhinav Bhardwaj before 28th March 2025. Dr. Manju Kaushik to provide the list of Jaipur schools with ATL by 19th March 2025. Assignment of Q3 Activities from IIC 7.0 Calendar: Allocation of activities to faculty members as per the IIC 7.0 guidelines. Faculty to ensure timely execution and reporting. Innovation Ambassador Program Updates & Meeting Schedule: Dr. Rakhi Mutha to provide the latest status update. A meeting for faculty & student innovation ambassadors is scheduled for 19th & 20th March 2025, from 3:00 - 5:00 PM at the Incubation Center. Discussion for Next Meeting: Planning for 5th ICGETEI 2025 (August), faculty contributions towards student participation, and upcoming competitions such as Idea Pitching, Brand War & Start-up Bazaar in IDEATHON 6.0.
Location & Mode	Amity Innovation Incubator, 3rd Floor, E-Block (Offline)
Date:	18th March 2025 (Tuesday)
Time:	04:00 PM - 5:00 PM

Presided By:	Prof. (Dr.) Manju Kaushik, Deputy Director, Amity Innovation Incubator. President-IIC, AUR			
	Sr. No.	Name of Member	Department	Remarks
	1	Prof. (Dr.) Ashutosh Kumar	ABS	Present
	2	Dr. Pallavi Mishra	ASCO	Informed
	3	Dr. Geetha Sanket Joshi	AIMT	Informed
	4	Dr. Rakhi Mutha	AIIT	Present
	5	Dr. Sanket Kaushik	AIB	Present
	6	Dr. Ajit Kumar Singh	AIBAS	Informed
	7	Dr. Kaushal Kishore Sharma	ASL	On Leave & Informed
	8	Dr. Naseeb Singh	ASLA	Present
	9	Dr. Abhinav Bhardwaj	ALS	Present
	10	Dr. Renu Upadhyay	ASAS	Present
	11	Dr. Ankesh Gupta	ASET	Present
	12	Dr. Akhilesh Kumar	AIB	Present
	13	Mr. Radheyshyam	ASFA	Present
	14	Dr. Adity	ASH	Present
	15	Ar. Kristi Verma	ASAP	Present
	16	Ms. Pushpa Verma	ASFT	Present
	17	Dr. Kritika	AIPT	On leave & Informed
	18	Dr. Mayank Sharma	AIP	Present
	19	Mr. Niladri	Social Media Marketing	Present
20	Mr. Rakesh Moolchandani	Assistant Director Marketing	Left the University	
S. No.	Proceedings/ Agenda-			
Agenda 1	Key points discussed (IIC ACTIVITIES SCHEDULE)			
	Quarter 3 (1st March - 31st May)			
	Sr. No	Activity	Faculty Coordinator	Mode of Conduct (offline) & Date
1	Workshop on Prototype/Process Design and Development	Mr. Radheyshyam	1 st week of April	3hrs

	2	Session/ Workshop on Business Model Canvas (BMC)	Prof. (Dr.) Manju Kaushik	Organised on or before 11 th April	3hrs
	3	Field/Exposure Visit to Incubation Unit/Patent Facilitation Centre/Technology Transfer Centre such as Atal Incubation Centre etc.	Dr. Rakhi Mutha	Organised on or before 11 th April	7hrs
	4	Session on “How to plan for Start-up and legal & Ethical Steps”	Dr. Sanket Kaushik	Organised on or before 11 th April	2hrs
	5	Workshop on “Raising Capital and Managing Finance for Startups”	Dr. Renu Upadhyay	Organised on or before 11 th April	3hrs
	6	Workshop on “Protecting Intellectual Property Rights (IPRs) and IP Management for Startups”	Dr. Rakhi Mutha	Organised on or before 28 th March	3hrs
	7	Organize an Inter/Intra Institutional Business Plan Competition and Reward the Best Innovations and deposition in the Institution's YUKTI Innovation Repository	Dr. Rakhi Mutha	16 th & 17 th April	5hrs.
	8	B-Plan Pitch: Demo Day/Exhibition/Poster Presentation of Business Plans & linkage with Innovation Ambassadors/Experts for Mentorship Support	Prof. (Dr.) Manju Kaushik & Dr. Rakhi Mutha	16 th & 17 th April	5hrs

2	Other Agenda Points 1. IDEATHON on 16th-17th April 2025: a. Each department must submit 5 ideas (Max 3 members per team) by 10th April b. Presentation/proposal required for registration. 2. IIC Website Update: a. Amizone Team will manage the website & Dr. Rakhi Mutha will coordinate with Amizone team. b. Mail to be sent to Dr. Manju Kaushik & E-Cell by 19th March 2025. c. Social Media updates on IIC & E-cell activities to be done regularly. 3. Innovation Ambassador Program Meeting: a. Scheduled on 19th & 20th March (3-5 PM) at Incubation Center. 4. Pending Activity Reports: a. Dr. Abhinav Bhardwaj is to complete all pending Activities of Q1 (5,6) and submit reports on or before 28th March. b. All reports (Q1 & Q2) must be submitted on IIC portal by Dr. Rakhi Mutha by 02nd April 2025. 5. School Visit (Atal Tinkering Lab) by 28th March: a. To be conducted by Dr. Abhinav Bhardwaj. b. Dr. Manju Kaushik to share the list of Jaipur schools with ATL by 19th March 2025. 6. Q3 Activities completion: All activities should be organized by April 18, 2025, as students will get busy with exam preparation after April 20. 7. Discussion for Next Meeting: a. 5th ICGETEI 2025 (August) – Faculty contribution towards student participation. b. Upcoming events: Idea Pitching, Brand War & Start-up Bazaar in IDEATHON 6.0.															
3	Action Items & Deadlines <table><tr><th>Task</th><th>Responsible</th><th>Deadline</th></tr><tr><td>IIC Website Update Email</td><td>Mr. Niladri</td><td>19th March 2025</td></tr><tr><td>Social Media Updates</td><td>E-Cell</td><td>Ongoing</td></tr><tr><td>School List with ATL Labs</td><td>Dr. Manju Kaushik</td><td>19th March 2025</td></tr><tr><td>Event Poster Submission</td><td>Dr. Abhinav Bhardwaj</td><td>19th March 2025</td></tr></table>	Task	Responsible	Deadline	IIC Website Update Email	Mr. Niladri	19th March 2025	Social Media Updates	E-Cell	Ongoing	School List with ATL Labs	Dr. Manju Kaushik	19th March 2025	Event Poster Submission	Dr. Abhinav Bhardwaj	19th March 2025
Task	Responsible	Deadline														
IIC Website Update Email	Mr. Niladri	19th March 2025														
Social Media Updates	E-Cell	Ongoing														
School List with ATL Labs	Dr. Manju Kaushik	19th March 2025														
Event Poster Submission	Dr. Abhinav Bhardwaj	19th March 2025														



AMITY
UNIVERSITY
— RAJASTHAN —



AMITY
INNOVATION
INCUBATOR
E-Cell JAIPUR



	Pending Activities List	Dr. Rakhi Mutha	25th March 2025
	Q1 & Q2 Activities Final Update	All Assigned Faculty	30th March 2025
	School Visit	Dr. Abhinav Bhardwaj	28th March 2025
MoM Prepared by:	Ar. Kristi Verma, ASAP		





AMITY
UNIVERSITY
— RAJASTHAN —



AMITY
INNOVATION
INCUBATOR
E-Cell JAIPUR



**INSTITUTION'S
INNOVATION
COUNCIL**
(Ministry of Education Initiative)

