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**DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA**

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[Affiliated to West Bengal State University]

208/B/2, Dum Dum Road, Kolkata 700074

E-mail: ddmrm2020@gmail.com**ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution****INSTITUTION'S
INNOVATION
COUNCIL**

(Ministry of Education Initiative)

Institute Innovation Council

DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA
(1968)



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Chapter- 1

Introduction



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The Ministry of Human Resource Development in 2019, released the National Innovation and Startup Policy 2019 for students and faculty of Higher Education Institutions (HEIs). The Policy is in line with the focus of the Central Government on entrepreneurial projects. The framework was created to enable the institutes to actively engage students, faculties and staff in innovation and entrepreneurship related activities. The Guidelines on National Innovation & Startup policy 2019 were published to provide required direction and support in handling Innovation Startup and Intellectual Property rights related issues.

The framework designed to facilitate the Ministry of Human Resource Development in bringing uniformity across HEIs in terms of Intellectual Property ownership management, technology licensing and institutional Startup policy, thus enabling creation of a robust innovation and Start up ecosystem across all HEIs.

Innovation and Entrepreneurship must emerge as one of the focal points of today's education system with focus on creation of economic hubs so that the nation aspires to become a five trillion-dollar economy in the near future. To achieve this milestone, systems and mechanisms must evolve to convert the present demographic dividends into high quality technical human resources, which could eventually create wealth generation hubs through Startups and entrepreneurship.



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Chapter – 2

Institute's Innovation Council, DDMRM-KOLKATA

The Institute's Innovation Council at DDMRM Kolkata will comprise of following members:

1. Staff Representation		
S. No.	Position	Name and Designation
1.1	President	Prof (Dr.) Arijit Saha
1.2	Vice President	Dr. Sharmistha Roy Chowdhury
1.3	Convenor/Member	Dr. Shyamal Dalapati
1.4	Innovation Activity Coordinator	Dr. Moumita Banerjee
1.5	Startup Activity Coordinator	Dr. Sabitri Dutta
1.6	Internship Coordinator	Dr. Suchita Dutta
1.7	IPR Coordinator	Dr. Suparna Das
1.8	Member	Ms. Swatilekha Halder
1.9	NIRF Coordinator	Dr. Sabitri Dutta
1.10	Social Media Coordinator/ Secretary	Mr. Ratul Nandi

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2. Student Representation

S. No.	Position	Name and Designation
3.1	Student Convenor	Ms. Birajita Dey
3.2	Startup Activity Coordinator	Mr. Rupam Das Poddar
3.3	Innovation Activity Coordinator	Mr. Soumyajit Hazra
3.4	Internship Coordinator	Mr. Kishore Paul
3.5	IPR Coordinator	Ms. Promita paul
3.6	Social Media Coordinator	Mr. Bidisha Ghosh

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Chapter- 3

Objective

The objective of the Institute's Innovation Council (IIC) in a college is to foster a culture of innovation and entrepreneurship among students and faculty. It aims to systematically encourage creative thinking and support the development of innovative ideas into viable products or startups.

Key Objectives:

- **Promote Innovation** – Encourage students to think creatively and develop innovative solutions to real-world problems.
- **Support Startups** – Guide students and faculty in turning their ideas into viable startups or projects.
- **Create an Entrepreneurial Ecosystem** – Build a supportive environment within the college for innovation, startups, and entrepreneurial activities.
- **Bridge Academia and Industry** – Facilitate interaction with industry experts, entrepreneurs, and innovators to provide real-world exposure.
- **Conduct Activities** – Organize workshops, hackathons, talks, and competitions to nurture the innovation mindset.

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Chapter-4

Function

- To conduct various innovation and entrepreneurship-related activities prescribed by Central MIC in time bound fashion.
- Identify and reward innovations and share success stories.
- Organize periodic workshops/ seminars/ interactions with entrepreneurs, investors, professionals and create a mentor pool for student innovators.
- Network with peers and national entrepreneurship development organizations.
- Create an Institution's Innovation portal to highlight innovative projects carried out by institution's faculty and students.
- Organize Hackathons, idea competition, mini-challenges etc. with the involvement of industries.

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Major Focus Areas

- *To create a vibrant local innovation ecosystem.*
- *Start-up / entrepreneurship supporting Mechanism in HEIs.*
- *Prepare institute for Atal Ranking of Institutions on Innovation Achievements Framework (ARIIA).*
- *Establish Function Ecosystem for Scouting Ideas and Pre-incubation of Ideas.*
- *Develop better Cognitive Ability amongst Students.*



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Chapter- 5

Roles & Responsibility of the IIC-DDMRM

Following roles and Responsibilities of IIC-DDMRM

Roles:

- **Promoter of Innovation Culture**
Encourage and inspire students and faculty to work on innovative ideas and solutions.
- **Facilitator of Entrepreneurial Activities**
Support students in startup development through mentorship, funding guidance, and incubation.
- **Connector with Ecosystem**
Bridge the gap between academia, industry, and government bodies to support innovation.
- **Advisor on Policies & Programs**
Guide the institution on implementing innovation-related programs and national policies.

Responsibilities:

1. **Organize Innovation Events**
Conduct workshops, ideation sessions, hackathons, and startup contests.
2. **Monitor and Evaluate Innovation Progress**
Track the progress of innovation-related activities and startups within the institute.
3. **Mentor Innovators**
Provide mentoring and expert guidance to students working on innovative projects.
4. **Promote IPR Activities**
Educate and assist students in filing patents and protecting intellectual property.
5. **Collaborate with Stakeholders**
Work with government bodies (like MHRD, AICTE), incubators, and industries.

1. *[Signature]* 28/10/2024

6. *[Signature]* 28/10/24

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4. *[Signature]* 28/10/24

5. *[Signature]* 28/10/24

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Minutes of Meeting

Minutes of the meeting of 1st Institution's Innovation Council Meeting, October 28, 2024.

Institution's Innovation council (IIC) Meeting

A meeting of R & D Cell was held on 28.10.24 in principal Room at 3 pm for forming Faculty council of IIC.

Following members were present in the meeting.

1. Prof (Dr.) Arijit Saha
2. Dr. Sabitri Dutta
3. Dr. Sharmistha Roy Chowdhuri
4. Dr. Suchita Dutta
5. Dr. Suparna Das
6. Dr. Moumita Banerjee
7. Dr. Shyamal Dalapati

It was resolved in the meeting that faculty council will comprise of the following members:

1. President: Prof (Dr.) Arijit Saha
2. Vice President: Dr. Sharmistha Roy Chowdhury
3. Convener: Dr. Shyamal Dalapati
4. Start-up activity Coordinator: Dr. Sabitri Dutta
5. Internship activity Coordinator: Dr. Suchita Dutta & Ms. Dipasree Roy
6. Innovation activity Coordinator: Dr. Moumita Banerjee
7. IPR activity Coordinator: Dr. Suparna Das
8. Social Media activity Coordinator: Mr. Ratul Nandi
9. Member: Ms. Swatilekha Halder

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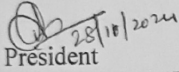
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It was also resolved that the plan of action for the next six months will be as follows:

1. A Faculty Development Program (preferably international level)
2. A seminar in collaboration with WBSU
3. Internship program for the Commerce students


28/10/2024
PresidentPRESIDENT IIC
Dum Dum Motijheel
Rabindra Mahavidyalaya

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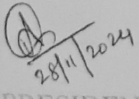
28.11.2024

A meeting of Institute Innovation Council (IIC) will be held on 6.12.2024 at 3.00 pm in Principal's Room. Following are agenda of the meeting:

1. To approve the plan of action of the last meeting
2. To discuss about a 30-hour Faculty Development Program planned to be sponsored by ICSSR-ERP.
3. Miscellaneous

All members are requested to attend the meeting.

1. Prof (Dr.) Arijit Saha
2. Dr. Sharmistha Roy Chowdhury
3. Dr. Shyamal Dalapati
4. Ms. Swatilekha Halder
5. Dr. Sabitri Dutta
6. Dr. Suchita Dutta
7. Ms. Dipasree Roy
8. Dr. Moumita Banerjee
9. Dr. Suparna Das
10. Mr. Ratul Nandi


28/11/2024
PRESIDENT IIC
Dum Dum Motijheel
Rabindra Mahavidyalaya

- | | |
|---------------------------------|--------------------------------|
| 1. <i>[Signature]</i> 6/12/2024 | 7. <i>[Signature]</i> 6/12/24 |
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| 3. <i>[Signature]</i> 6/12/24 | 9. <i>[Signature]</i> 6/12/24 |
| 4. <i>[Signature]</i> 6/12/24 | 10. <i>[Signature]</i> 6/12/25 |
| 5. <i>[Signature]</i> 6/12/24 | |
| 6. <i>[Signature]</i> 6/12/24 | |

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E-mail: ddmrm2020@gmail.com**ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution*****Minutes of the meeting of the Institution's Innovation Council Meeting, December 6, 2024.***

A meeting of Institute Innovation Council (IIC) was held on 6.12.2024 at 3.00 pm in Principal's Room.

Following members were present in the meeting:

1. Prof (Dr.) Arijit Saha
2. Dr. Sharmistha Roy Chowdhury
3. Dr. Shyamal Dalapati
4. Ms. Swatilekha Halder
5. Dr. Sabitri Dutta
6. Dr. Suchita Dutta
7. Ms. Dipasree Roy
8. Dr. Moumita Banerjee
9. Dr. Suparna Das
10. Mr. Ratul Nandi

Following were the resolutions of the meeting:

1. The plan of action for the next six months has been approved.
2. It has been resolved that 30 hours international level Faculty Development Program will be held from January 10 to January 25, 2025, in association with IARA. The event will be organized in blended mode. Application for grant from ICSSR will be submitted. A registration fee of Rs. 500 has been decided for participation in the FDP. Resource persons will be contacted soon.
3. Nothing as such.

[Signature] 6/12/2024
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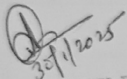
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*Action Taken Report of the meeting of the Institution's Innovation Council Meeting,
December 6, 2024.*

ITEM 2. The 30-hour FDP has been organized in association with IARA. The inauguration of the event was held at Dum Dum Motijheel Rabindra Mahavidyalaya on 10th January 2025. The FDP ended on 25th January 2025. More than 50 participants joined the program.


30/1/2025
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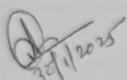
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December 6, 2024.*

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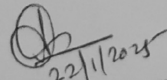
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




A meeting of Institute Innovation Council (IIC) will be held on 30.1.2025 at 3.00 pm in Principal's Room. Following are agenda of the meeting:

1. To read and confirm the resolution of the last meeting
2. To approve the action taken report of the last meeting
3. To discuss about the internship program for the commerce students
4. To discuss about the seminar organised by department of Bengali in collaboration with WBSU
5. Miscellaneous

All members are requested to attend the meeting.

1. Prof (Dr.) Arijit Saha
2. Dr. Sharmistha Roy Chowdhury
3. Dr. Shyamal Dalapati
4. Ms. Swatilekha Halder
5. Dr. Sabitri Dutta
6. Dr. Suchita Dutta
7. Ms. Dipasree Roy
8. Dr. Moumita Banerjee
9. Dr. Suparna Das
10. Mr. Ratul Nandi


22/1/2025
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Rabindra Mahavidyalaya

1.  30/1/2025
2.  30/1/25
3. Shyamal Dalapati 30/1/25
4. Swatilekha 30/1/25
5. Latika 30.1.25
6.  30/01/25
7.  30/01/25
8.  30/1/25
9. S.D. Das 30/01/25
10. Ratul Nandi 30/01/25

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Minutes of the meeting of the Institution's Innovation Council Meeting, January 30, 2025.

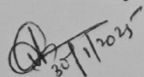
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Following members were present in the meeting:

1. Prof (Dr.) Arijit Saha
2. Dr. Sharmistha Roy Chowdhury
3. Dr. Shyamal Dalapati
4. Ms. Swatilekha Halder
5. Dr. Sabitri Dutta
6. Dr. Suchita Dutta
7. Ms. Dipasree Roy
8. Dr. Moumita Banerjee
9. Dr. Suparna Das
10. Mr. Ratul Nandi

Following were the resolutions of the meeting:

1. The resolution of the last meeting was read and confirmed.
2. The ATR was approved.
3. It was resolved that the internship program for the B.Com (Major and Minor) students will be organized soon with Institute of Chartered Accountant (ICA), Dum Dum Branch.
4. The seminar will be organized soon. Department of Bengali, WBSU will be approached for collaboration.

 30/1/2025

PRESIDENT IIC
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