

MANAGED BY PLATINUM FOUNDATION
GANDHINAGAR INSTITUTE OF TECHNOLOGY

"WHERE SUCCESS IS A TRADITION"
(Approved by AICTE and Affiliated to Gujarat Technological University)

DOC NO: 0150

POLICY FOR IIC

Name of Institute Portfolio: Gandhinagar Institute of Technology Forms and Formats

Target Stake holders : Faculties, Staff and Students

Aims and Objectives:

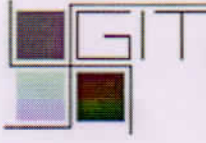
Ministry of Education (MoE) has established MIC to systematically foster the culture of Innovation among all Higher Education Institutions. The primary directive of MIC is to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into prototypes while they are informative years. MIC has proposed encouraging creation of 'Institution's Innovation Council (IICs) across selected HEIs. MIC has selected our institute for IIC activities for the students.

The main objectives of IIC are

- ✓ To develop better cognitive ability among the students
- ✓ To create a vibrant local innovation ecosystem
- ✓ To provide start-up supporting mechanisms in the institute
- ✓ To establish function ecosystem for scouting ideas and pre-incubation of ideas.

Roles & Responsibility of council members:

1. Director acts as President and will constitute the IIC council and appoint its members. He is responsible for ensuring that Quarterly Council Meeting is planned effectively with prescribed rules. He will lead the IIC Council. He will have the IIC portal Login ID and will be the custodian of IIC portal login and data/ reports uploaded therein. He will call the meetings, set meeting agenda and will monitor the deliverable. He will be the main point of contact with MHRD Innovation Cell. He will respond to all communication from IIC National Coordination team (MHRD Innovation Cell) and will be responsible to ensure decent performance of IIC. He will coordinate with MHRD innovation cell and responsible for all the IIC activities in the institute. He will ensure Institution's participation in IIC calendar activity and take lead in the institution driven activities



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(own initiatives). He will ensure the effective implementation of IIC activities with the help of Convenor. He could change the council members as per the decision taken in council meetings and update the information on portal. He will be responsible for submitting the monthly progress/activity reports on the IIC portal.

2. View President will be responsible as a faculty representative as well in case of no experts are available. She will partially do all the communications related to Institute of Innovation council.

3. Convenor will work in close coordination with IIC president and will provide help wherever required for smooth conduction of activities. He will 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. He will ensure that the internal examination dates would not interfere with the IIC activities and coordinate with all departments to ensure the same. He will 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. Faculty Members and Non-teaching staff will work in close coordination with President and Convener to develop a comprehensive ecosystem of innovation and synergy in efforts to boost entrepreneurship. They will work as per the responsibilities assigned in council meeting.

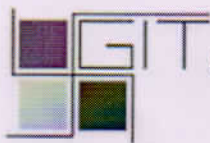
4. Innovation activity coordinator will work to promote innovation related activities on campus or as mandated in IIC council meeting.

5. Start-up activity coordinator will work to boost startup generation among students and related activities or as mandated in IIC council meeting.

6. Internship coordinator will work to arrange student internships in startups, so to expose them with startup ecosystem in India, real-life challenges in startup and their success stories or as mandated in IIC council meeting.

7. IPR activity coordinator is responsible to promote awareness about IPRs and conduct related activities on campus or as mandated in IIC council meeting.

8. Social Media Coordinator will create and manage IIC page/account on Facebook, Twitter and YouTube and other relevant social media platforms. He will 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. He will also ensure that all students follow MIC/IIC page/account on social media to get first-hand information.

Expert Representation: Members (Minimum 3 representative from following)

- **IP Expert/ Patent Expert:**

- ✓ Patent expert could be any registered patent agent/lawyer or the subject matter expert/faculty who have sufficient years of experience in the IPR domain.
- ✓ He/ She would suggest points related to patent and technology transfer in the council meeting.
- ✓ He/ She would also play a key role in the IPR workshops scheduled in the IIC calendar with in that institute.

- **Startup / Alumni entrepreneur**

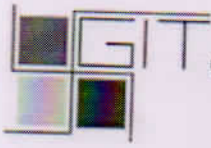
- ✓ Alumni network of any institution is the most valuable resource of any Institution. The role of alumni entrepreneur is to guide not only the council in the matters of startup ecosystem but to also guide the students of the institution. He/ She can share his success story as an entrepreneur/innovator.

- **Expert from nearby Industry/ Industry association/ Ecosystem Enablers**

- ✓ He/ She will attend the council meeting on regular basis (quarterly).
- ✓ Technical Expert would play the role of mentor/guide to the institute students.
- ✓ He/ She will help in organizing institute level idea Competition/Hackathon by suggesting suitable problem statements or theme.
- ✓ He/ She will give his inputs in council meetings about the latest trends in technologies and feasibility of the idea/point discussed.

- **FI/Bank/Investor/Angel Investor/VC**

- ✓ He/ She will attend the council meeting on regular basis (quarterly).
- ✓ His/ Her role is to give information about loan schemes, grant and investments regarding startup and entrepreneurship.



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- ✓ He/ She will also arrange meetings with investors/sponsor for the events organized by the institute based on the IIC calendar/guidelines.
- **Nearby Incubation Centre**
 - ✓ He/ She will attend the general council meeting on regular basis (quarterly).
 - ✓ He/ She will help the IIC in conducting idea workshops/ competition/ Hackathon/ bootcamps etc.
 - ✓ He/ She will also help the IIC in identifying ideas from IIC events and provide mentoring, incubation guidance and business network support.
- **Student Representative**
 - ✓ Student coordinators will act as a medium of communication between IIC and institute students. He/ She will understand the concept, idea and method of participation in IIC activities and disseminate it to all the students. He/ She will act as a volunteer for IIC programs and will support respective faculty coordinators. It can accommodate up to 10 members as Innovation coordinators, Startup coordinators, Internship coordinators, IPR coordinators and Social Media coordinators.

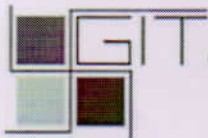
Policy & procedures of Portfolio/Club:

Policy:

- ✓ To prepare the students with skills like critical thinking, Design Thinking, Innovative thought process and Entrepreneurial mindset
- ✓ To promote multiple activities to promote Innovation and Entrepreneurship
- ✓ To monitor and regarding submission of reports on the IIC portal
- ✓ To establish strong ecosystem of innovation, IPR and entrepreneurship

Procedures:

- ✓ To conduct various Innovation, IPR and entrepreneurship-related activities prescribed by MIC in time bound fashion.
- ✓ Identify innovative projects, funded projects and granted projects will be done by SSIP and IPR Cell.



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- ✓ 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.

Expected Outcomes:

1. Overall development of students at Institute
2. Emerging innovators and Entrepreneurs at Institute

Standard Forms/Formats required:

Forms and formats are as per the SSIP and IPR formats for evaluation purpose.

GIT IIC Committee:

Sr. No.	Name of Member	Key Role/ Position assigned in IIC
1.	Dr H N shah	IIC President
2.	Prof Sejal Bhavsar	View President
3.	Prof Mrugesh Khatri	Start up activity Coordinator & Convenor
4.	Prof Jyotin A Kateshia	IPR activity coordinator
5.	Prof Mitul Maniar	Social Media coordinator
6.	Prof Hetal Shah	Innovation coordinator
7.	Prof Mukesh Parmar	Internship coordinator