



GLOBAL  
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## CIRCULAR

**Date 03/04/2023**

**Subject: 20<sup>th</sup> Meeting of R&D Committee**

**Mode of Meeting: Offline**

This is to inform that 20<sup>th</sup> meeting of the R&D Committee has been scheduled on 08/04/2023 at 9:30 AM in EE Seminar Hall.

All the Members are requested to attend the meeting.

The purpose of this meeting is to discuss on discussion on below mention agenda.

**Agenda              Particulars**

Agenda 1: Confirmation of Minutes of the Meeting held on 05<sup>th</sup> Nov 2022.

Agenda 2: Review of project proposals under drafting.

Agenda 3: Standardizing student mini-projects.

Agenda 4: Academic guest collaboration with IITs/NITs.

Agenda 5: Any other point to discuss with permission of chair.

**Dr. Raghvendra Patidar**  
**Coordinator**

**Copy to:**

1. Principal
2. IQAC
3. R&D Committee Members



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**MINUTES OF MEETING OF R&D COMMITTEE**

**Minutes of Meeting of R&D Committee**

**Date : 08/04/2023**

**Venue: EE Seminar Hall**

**Meeting Number : 20<sup>th</sup>**

**The meeting was attended by following members on 08/04/2023**

Sr. No.	Name	Designation
1.	Dr. Raghvendra Patidar	Coordinator
2.	Dr. Ashish Vashistha	Member
3.	Mr. Ghanshyam Mishra	Member
4.	Dr. Y. K. Gothwal	Member
5.	Mr. Usman Mohd.	Member
6.	Mr. Atul Sharma	Member
7.	Mr. Vinod Sharma	Member
8.	Ms. Jyoti Nagpal	Member
9.	Mr. Jeenesh Sharma	Student Representative

**Welcome Note:**

Dr. Raghvendra Patidar initiated the 20<sup>th</sup> R&D Committee meeting, warmly welcomed all the participants. He expressed gratitude for their presence and highlighted the significance of the discussions ahead. He further presented the agenda for this meeting.

S. No.	AGENDA	DISCUSSIONS
1.	Confirmation of Minutes of the Meeting held on 05 <sup>th</sup> Nov 2022.	The members confirmed the Minutes of the Meeting held on 05 <sup>th</sup> Nov 2022 and supplied the Action Taken Report to all Committee Members.
2.	Review of project proposals under drafting.	Some proposals under drafting, but required more refinement.
3.	Standardizing student mini-projects.	Students lacked clarity on report structure, problem identification, and innovation component.
4.	Academic guest collaboration with IITs/NITs.	Possible collaboration with NIT experts was discussed for knowledge transfer.
5.	Any other point to discuss with permission of chair.	No other point to discuss.

**Meeting Adjournment:**

Dr. Raghvendra Patidar, expressed gratitude to all members for their participation and commitment. He emphasized the importance of collaboration in achieving the committee's goals and officially adjourned the meeting with thanks to everyone for their time and efforts.

**Dr. Raghvendra Patidar  
Coordinator**



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### ATTENDANCE

The meeting was attended by following members on 08/04/2023

Sr. No.	Name	Designation	Signature
1.	Dr. Raghvendra Patidar	Coordinator	
2.	Dr. Ashish Vashistha	Member	
3.	Mr. Ghanshyam Mishra	Member	
4.	Dr. Y. K. Gothwal	Member	
5.	Mr. Usman Mohd.	Member	
6.	Mr. Atul Sharma	Member	
7.	Mr. Vinod Sharma	Member	
8.	Ms. Jyoti Nagpal	Member	
9.	Mr. Jeenesh Sharma	Student Representative	



### **ACTION TAKEN REPORT**

Major action taken report of 20<sup>th</sup> Meeting of R&D Committee held on 08/04/2023

<b>Sr. No.</b>	<b>AGENDA</b>	<b>ACTION TAKEN</b>
1.	Confirmation of Minutes of the Meeting held on 05 <sup>th</sup> Nov 2022.	The members of the committee conferred the Action Taken Report and Minutes of the Meeting of the last Meeting.
2.	Review of project proposals under drafting.	Each proposal assigned a mentor for resubmission.
3.	Standardizing student mini-projects.	Mini-project format (IEEE-based) circulated.
4.	Academic guest collaboration with IITs/NITs.	NIT faculty invited for guest sessions.