



**MOHAMED SATHAK  
ENGINEERING COLLEGE**

**KILAKARAI-623 806, RAMANATHAPURAM DIST.**

Approved by AICTE, COA, New Delhi, DGS Mumbai, Affiliated to Anna University,  
An ISO 9001:2015 Institution, Sponsored by Mohamed Sathak Trust, Chennai - 06



(Recognized under section 2(f) & 12B of UGC, NewDelhi)

Date: 28.08.2023

**MINUTES OF COUNCIL MEETING OF INSTITUTION' INNOVATION COUNCIL**  
**(IIC)**

The first meeting was conducted on 28.08.2023 at 11:15AM.

1. President welcomes the Members. The convener of IIC has share the presentation about Mohamed Sathak IIC (MSIIC) activities for Quarter 1.
2. Discussed the formulation and function of IIC & share role and responsibility among newly joined council member as per the guidelines of MHRD's Innovation Cell.
3. Discussed about the objective of IIC, type of activities (IIC Calendar, MIC Driven and self-Driven), features of IIC portal for monthly report submission mechanism.
4. The council member also discussed about collaborations with organizations to accelerate the activities of IIC.
5. The council also deliberated on quarterly action plan in synchronization with activities and initiatives of other departments, centers and facilities in the Institute working towards promoting IPR, Innovation and Start up.
6. The council unanimously decided to carry out all the IIC activities in regular basis throughout the year and meet regularly in beginning of every quarter to review the progress made in previous quarter and also to plan for upcoming quarter.
7. The council reviewed the various activities were completed as self-driven activities as per institution strategic plan from September 2023November 2023.

Signature

Convener of IIC

Signature & Seal

IIC President



**PRESIDENT**  
**Institute Innovation Council**  
**Mohamed Sathak Engineering College,**  
**KILAKARAI-623 806.**