TULSIRAMJI GAIKWAD-PATIL College of Engineering and Technology

Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade
Approved by AICTE, New Delhi, Govt. of Maharashtra
(An Autonomous Institution Affiliated to RTM Nagpur University)

Akash Incubation Centre

Minutes of the Meeting

Date: 06 November 2024
Time: 3:00 PM
Venue: Conference Room, Building-1, TGPCET

Agendas:

1. Reviewing progress reports from incubated teams.
2. Addressing resource and guidance gaps identified during progress reviews.
3. Planning for an annual performance review of the incubation centre.

Discussion Points

1. **Progress Reports from Incubated Teams**
   - All 5 teams submitted their first quarterly progress reports.
   - Significant progress was observed in 3 teams, while the remaining 2 teams highlighted challenges in technical execution and resource access.
   - Concerns regarding project scalability were discussed.

2. **Resource and Guidance Gaps**
   - Teams reported a need for technical mentorship in advanced domains, including AI and IoT.
   - Lack of advanced prototyping tools remains a bottleneck for several teams.
   - Members proposed arranging specialized workshops to address technical challenges.

3. **Annual Performance Review of the Incubation Centre**
   - Members agreed to conduct an annual review meeting in December 2024 to assess the overall impact of the incubation centre.
   - The review would focus on team progress, outcomes achieved, and areas for improvement.

Decisions Taken

1. Provide additional technical mentors to support teams in AI and IoT domains by 15 November 2024.
2. Procure identified tools and equipment before the end of November to support prototyping needs.
3. Draft a comprehensive evaluation report for the annual review, with inputs from all members, by 10 December 2024.
4. Organize follow-up meetings with underperforming teams to address their challenges and set clear milestones.

The meeting concluded at 4:30 PM with a vote of thanks by Prof. Anup Bagade.

TULSIRAMJI GAIKWAD-PATIL College of Engineering and Technology

Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade
Approved by AICTE, New Delhi, Govt. of Maharashtra
(An Autonomous Institution Affiliated to RTM Nagpur University)

Akash Incubation Centre

Attendance:

Sr. No.	Name	Department	Sign
1	Prof. Anup Bagade	Biotechnology	
2	Prof. Anuj Muley	Mechanical Engineering	
3	Prof. Kalyani Sawarkar	Electronics and Communication Engineering	
4	Prof. Rahul Khobragade	Science and Humanities	
5	Prof. Shrikant Kathwate	Aeronautical Engineering	
6	Prof. Mrunal Makode	Civil Engineering	
7	Prof. Prajakta Arjapure	Biotechnology	
8	Prof. Jayesh Fating	Information Technology	
9	Prof. Diksha Fulzele	Computer Science and Engineering	
10	Prof. Alex Dhoke	CSE Data Science	

TULSIRAMJI GAIKWAD-PATIL College of Engineering and Technology

Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade
Approved by AICTE, New Delhi, Govt. of Maharashtra
(An Autonomous Institution Affiliated to RTM Nagpur University)

Akash Incubation Centre

Minutes of the Meeting

Date: 18 June 2024
Time: 3:00 PM
Venue: Conference Room, Building-1, TGPCET

Agendas:

1. Review of student team progress.
2. Addressing concerns related to the verification process for shortlisted teams.
3. Discussion on criteria refinement for future screenings.

Discussion Points

1. **Student Team Progress**
   - Progress reports from the shortlisted 8 teams were reviewed.
   - Most teams have shown preliminary work but lack substantial progress due to limited guidance and resources.
   - A need for structured monitoring and mentorship was highlighted.

2. **Verification Process Concerns**
   - Issues were raised regarding the authenticity of project claims by some student teams.
   - It was decided to conduct a detailed verification of project deliverables by involving subject experts from respective departments.

3. **Criteria Refinement for Future Screenings**
   - Members proposed enhancing the screening process by introducing additional evaluation stages, including technical presentations and progress reviews.
   - A checklist for ensuring project feasibility and innovation was discussed and would be finalized by July 2024.

Decisions Taken

1. Conduct a verification exercise for all shortlisted teams by 15 July 2024.
2. Appoint faculty advisors from respective departments to monitor team progress.
3. Develop a refined evaluation rubric for future screenings, with input from all members, by 31 July 2024.
4. Organize a follow-up meeting to review the outcomes of the verification process in August 2024.

The meeting concluded at 4:30 PM with a vote of thanks by Prof. Anup Bagade.

TULSIRAMJI GAIKWAD-PATIL College of Engineering and Technology

Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade
Approved by AICTE, New Delhi, Govt. of Maharashtra
(An Autonomous Institution Affiliated to RTM Nagpur University)

Akash Incubation Centre

Attendance:

Sr. No.	Name	Department	Sign
1	Prof. Anup Bagade	Biotechnology	
2	Prof. Anuj Muley	Mechanical Engineering	
3	Prof. Kalyani Sawarkar	Electronics and Communication Engineering	
4	Prof. Rahul Khobragade	Science and Humanities	
5	Prof. Shrikant Kathwate	Aeronautical Engineering	
6	Prof. Mrunal Makode	Civil Engineering	
7	Prof. Prajakta Arjapure	Biotechnology	
8	Prof. Jayesh Fating	Information Technology	
9	Prof. Diksha Fulzele	Computer Science and Engineering	
10	Prof. Alex Dhoke	CSE Data Science	

TULSIRAMJI GAIKWAD-PATIL College of Engineering and Technology

Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade
Approved by AICTE, New Delhi, Govt. of Maharashtra
(An Autonomous Institution Affiliated to RTM Nagpur University)

Akash Incubation Centre

Minutes of the Meeting

Date: 14 March 2024
Time: 3:00 PM
Venue: Conference Room, Building-1, TGPCET

Agendas:

- Review progress on the operational framework.
- Finalizing the schedule for the awareness session on IPR.
- Discussion on upcoming workshop and event planning.
- Identifying student teams for incubation.

Discussion Points

Progress on the Operational Framework

The sub-committee submitted a draft operational framework.
Suggestions for incorporating evaluation criteria for startup proposals were discussed.

Awareness Session on IPR

The session was scheduled for 28 March 2024.
Speaker: Dr. Rohit Kalnake, an expert in IPR and entrepreneurship.

Workshop and Event Planning

The first workshop on 'Idea to Prototype' was confirmed for 12 April 2024.

Identifying Student Teams

Nominations from various departments were encouraged.
A screening process was proposed for April 2024 to select teams for incubation.

Decisions Taken

- Approve the draft operational framework with minor revisions.
- Finalize logistics for the IPR awareness session by 20 March 2024.
- Start a marketing campaign for the workshop by the end of March.
- Schedule the screening process for selecting student teams in the first week of April.

The meeting concluded at 4:30 PM with a vote of thanks by Prof. Anup Bagade.

TULSIRAMJI GAIKWAD-PATIL College of Engineering and Technology

Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade
Approved by AICTE, New Delhi, Govt. of Maharashtra
(An Autonomous Institution Affiliated to RTM Nagpur University)

Akash Incubation Centre

Attendance:

Sr. No.	Name	Department	Sign
1	Prof. Anup Bagade	Biotechnology	
2	Prof. Anuj Muley	Mechanical Engineering	
3	Prof. Kalyani Sawarkar	Electronics and Communication Engineering	
4	Prof. Rahul Khobragade	Science and Humanities	
5	Prof. Shrikant Kathwate	Aeronautical Engineering	
6	Prof. Mrunal Makode	Civil Engineering	
7	Prof. Prajakta Arjapure	Biotechnology	
8	Prof. Jayesh Fating	Information Technology	
9	Prof. Diksha Fulzele	Computer Science and Engineering	
10	Prof. Alex Dhoke	CSE Data Science	

TULSIRAMJI GAIKWAD-PATIL College of Engineering and Technology
Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade
Approved by AICTE, New Delhi, Govt. of Maharashtra
(An Autonomous Institution Affiliated to RTM Nagpur University)
Akash Incubation Centre

Minutes of the Meeting
Date: 05 January 2024
Time: 3:00 PM
Venue: Conference Room, Building-1, TGPCET

Agendas:
1. Introduction to the Akash Incubation Centre.
2. Defining objectives for the year 2024.
3. Discussion on strategies to promote innovation and entrepreneurship.
4. Identifying roles and responsibilities of members.
5. Planning workshops and events for student and faculty participation.

Discussion Points

1. **Introduction to the Akash Incubation Centre**
   Prof. Anup Bagade welcomed all members and provided an overview of the Akash Incubation Centre's vision and mission. Emphasis was laid on fostering a culture of innovation and supporting startup ideas from students and faculty.

2. **Objectives for the Year 2024**
   - Setting up a structured operational framework.
   - Establishing partnerships with industry and academia to support incubates.
   - Creating a pipeline of innovative projects and ideas from students and faculty.

3. **Promoting Innovation and Entrepreneurship**
   - It was proposed to conduct a series of awareness sessions on innovation and intellectual property rights (IPR).
   - Members discussed collaboration with local industries and alumni for mentorship opportunities.

4. **Roles and Responsibilities**
   - Each member was assigned responsibilities to oversee specific domains such as funding, project evaluation, and outreach.
   - The Member Secretary, Prof. Anup Bagade, would coordinate overall activities and documentation.

5. **Workshops and Events**
   - The first workshop, focusing on "Idea to Prototype," was tentatively scheduled for February 2024.

Decisions Taken
1. Form a sub-committee to draft the operational framework by 31 January 2024.
2. Schedule the first awareness session on innovation and entrepreneurship in February 2024.
3. Prepare a draft policy for mentorship and industry collaboration.
4. Plan at least one event in the first half of 2024.

The meeting concluded at 4:30 PM with a vote of thanks by Prof. Anup Bagade

TULSIRAMJI GAIKWAD-PATIL College of Engineering and Technology

Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade
Approved by AICTE, New Delhi, Govt. of Maharashtra
(An Autonomous Institution Affiliated to RTM Nagpur University)

Akash Incubation Centre

Attendance:

Sr. No.	Name	Department	Sign
1	Prof. Anup Bagade	Biotechnology	
2	Prof. Anuj Muley	Mechanical Engineering	
3	Prof. Kalyani Sawarkar	Electronics and Communication Engineering	
4	Prof. Rahul Khobragade	Science and Humanities	
5	Prof. Shrikant Kathwate	Aeronautical Engineering	
6	Prof. Mrunal Makode	Civil Engineering	
7	Prof. Prajakta Arjapure	Biotechnology	
8	Prof. Jayesh Fating	Information Technology	
9	Prof. Diksha Fulzele	Computer Science and Engineering	
10	Prof. Alex Dhoke	CSE Data Science	