GSFC University
Administration Department
Office Order No. Director (Admin)/ADM/112023/74
28th November, 2023

Sub.: Reconstitution of Institution's Innovation Councils (IIC)
Ref.: GSFC University office order vide no. GUIITAR Council/0007 dated 29th Nov, 2023

Preamble:

In the year 2018, the Ministry of Education (MoE) through MoE's Innovation Cell (MIC) launched the Institution's Innovation Council (IIC) programme in collaboration with AICTE for Higher Education Institutions (HEIs) to systematically foster the culture of innovation and startup ecosystem in education Institution's. Primarily, IIC's role is to engage large number of faculty, students and staff in various innovation and entrepreneurship related activities such as Ideation, Problem Solving, Proof of Concept development, Design Thinking, IPR, Project handling and Management at pre-incubation/incubation stage etc. so that innovation and entrepreneurship ecosystem get established and stabilized in HEIs.

IIC model is unique and distinct as it integrates the functionalities of flexibility calendar activities, scoring and reward system, decentralizing operation with division of work, progress monitoring and incentive mechanisms in coordinated manner through a robust digital platform. In last three years IIC has emerged as a very sustainable and scalable model for promoting innovation within HEIs and the efforts of these IIC Institutes can be seen as impactful contribution towards making country's innovation and start-ups ecosystem more vibrant and dynamic. The recent achievement of India's 40th position in Global Innovation Index (GII) ranking 2023 is a reflection of the same.

GSFC University is committed to inculcate the spirit of Innovation & Entrepreneurship amongst the students, innovators and entrepreneurs. In the August, 2020 GSFC University has established "GU Innovation Incubation Technology and Applied Research (GUIITAR) Council", a section 8 Company registered under the Companies Act, 2013. As per the IIC guidelines GSFC University have incubation centre "GUIITAR Council" and become eligible to establish an IIC.

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Accordingly, the Institution's Innovation Council (IIC) was constituted via office order no. GUIITAR Council/0007 dated 29th Nov 2022. Since then, one faculty member has left the University, and the majority of student representatives have completed their courses and left the University. Furthermore, we have updated the IP Expert, Alumni Entrepreneur, and Bank representative. Therefore, it has become necessary to reconstitute the Institution's Innovation Council (IIC). Hence, through this office order vide no. Office Order No. Director (Admin)/ADM/112023/74 dated 28th Nov, 2023 the IIC is hereby reconstituted as follows. The earlier IIC constitutions vide office order no. GUIITAR/0007 dated 29th November, 2022 shall stand dissolved.

Institution's Innovation Council (IIC):

1. Faculty Representation:

Sr. No.	Name	Designation	Nomination
1	Dr. Saroj Shekhawat	Associate Professor, GSFCU & CEO, GUIITAR Council	President
2	Mr. Amit Parikh	Director, Harmony International	Vice President
3	Mr. Aditya Puranik	Assistant Professor, GSFCU	Convenor
4	Mr. Kirankumar Parmar	Sr. Manager, GUIITAR Council	Start-up activity coordinator
5	Dr. Trupti Gajaria	Asst. Professor, GSFCU	Innovation activity coordinator
6	Ms. Shweta Rajput	Assistant Professor, GSFCU	Internship coordinator
7	Dr. Abha Kalaiya	Associate Professor, GSFCU	IPR activity coordinator
8	Dr. Poonam Sharma	Assistant Professor, GSFCU	Social Media Coordinator
9	Dr. Parin Kanaiya	Sr. Asst. Professor, GSFCU	ARIIA Coordinator
10	Dr. Sanjukta Bose Goswami	Associate Professor, GSFCU	NIRF coordinator

2. Experts Representation:

Sr. No.	Name	Designation	Nomination
11	Mr. Amit Patel	Managing Partner, PATectual IP Law Services LLP	IP Expert
12	Mr. Meet Chaudhari	Co-Founder, Nullpreneurs LLP	Alumni Entrepreneur
13	Mr. Rupesh Shah	Founder & Director, Barodaweb	Expert from nearby Industry

| 14 | Mr. Parthiv Gandhi | Assistant Vice President, IDFC First Bank | Bank |
| 15 | Mr. Yagndeep Gohil | Lead Startup Engagement, NASSCOM, Centre of Excellence for IoT & AI | Expert from Nearby Incubation Centre |

3. Students Representation:

Sr. No.	Name	Designation	Nomination
16	Madhav Trivedi	Student, SoS, GSFCU	Innovation coordinator
17	Dhruv Verma	Student, SoS, GSFCU	Innovation coordinator
18	Nethra Nair	Student, SoS, GSFCU	Innovation coordinator
19	Krishna Jain	Student, SoS, GSFCU	Innovation coordinator
20	Janhavi Kathiriya	Student, SoS, GSFCU	Innovation coordinator
21	Shiphrah Desai	Student, SoS, GSFCU	Start-up coordinator
22	Kanakanjali Nath	Student, SoS, GSFCU	Start-up coordinator
23	Harsh Vaidya	Student, SoT, GSFCU	Start-up coordinator
24	Labdhi Shah	Student, SoT, GSFCU	Internship coordinator
25	Utsav Patel	Student, SoT, GSFCU	Internship coordinator
26	Kenil Patel	Student, SoT, GSFCU	Internship coordinator
27	Kirtan Machhi	Student, SoM, GSFCU	IPR coordinator
28	Alex Padvi	Student, SoM, GSFCU	IPR coordinator
29	Manas Jikar	Student, SoM, GSFCU	IPR coordinator
30	Kratika Dhakare	Student, SoM, GSFCU	IPR coordinator
31	Vedika joshi	Student, SoM, GSFCU	IPR coordinator
32	Nakshatra Parekh	Student, SoS, GSFCU	Social Media Coordinator
33	Prakruti Donga	Student, SoT, GSFCU	Social Media Coordinator
34	Tejas Mistry	Student, SoT, GSFCU	Social Media Coordinator
35	Om Kulkarni	Student, SoT, GSFCU	Social Media Coordinator
36	Dev Patel	Student, SoT, GSFCU	Social Media Coordinator
37	Harshit Panchasara	Student, SoS, GSFCU	ARIIA Coordinator
38	Manav Patel	Student, SoS, GSFCU	ARIIA Coordinator
39	Keyur Akbari	Student, SoS, GSFCU	ARIIA Coordinator
40	Rishu Pandey	Student, SoS, GSFCU	NIRF Coordinator
41	Swayam Jain	Student, SoS, GSFCU	NIRF Coordinator
42	Parth Parmar	Student, SoS, GSFCU	NIRF Coordinator
43	Hem Joshi	Student, SoS, GSFCU	Students Coordinator
44	Varad Vyas	Student, SoS, GSFCU	Students Coordinator

IIC shall meet at least once in every calendar quarter. Any decision in IIC meeting will be taken in quorum, wherein 50% IIC member's attendance is essential. In future if IIC wish to add or remove any members from council, they need to pass a resolution.

The Function, Role and Responsibilities of the IIC are mentioned in the Annexure-1 attached.

The IIC Council shall remain in force till further order.

Director (Admn.)

GSFC University

To,

All IIC Members

Copy to:

1) President office, GSFC university…….. *For kind information please*
2) Provost Office, GSFC University
3) Director (Admin) & Registrar Office, GSFC University
4) Director Campus & Dy. Director (Admin) Office, GSFC University
5) Deans / Associate Deans, GSFC University
6) All Teaching Staff, GSFC University
7) All Non-Teaching Staff, GSFC University
8) All Students, GSFC University
9) Select File – Dy. Registrar (I/C), GSFC University

Function of Institution's Innovation Council (IIC):

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

Role and Responsibilities of IIC:

A. Faculty Representation:

1.1 President: -

- The President will constitute the IIC council and appoint its members. He/She is responsible for ensuring that Quarterly Council Meeting is planned effectively. Conduct Council Meeting in accordance with prescribed rules and that matters are dealt with in an orderly, efficient manner.
- He/ She will lead the IIC Council.
- He/ She will have the IIC portal Login ID and will be the custodian of IIC portal login and data/ reports uploaded therein.
- He/ She will call the meetings, set meeting agenda and will monitor the deliverable.
- He/ She will be the main point of contact with MHRD Innovation Cell.
- He/ She will respond to all communication from IIC National Coordination team (MHRD Innovation Cell) and will be responsible to ensure decent performance of IIC.
- He/ She will coordinate with MHRD innovation cell and responsible for all the IIC activities in the institute.
- He/ She will ensure Institution's participation in IIC calendar activity and take lead in the institution driven activities (own initiatives).
- He/ She 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/ She will be responsible for submitting the monthly progress/activity reports on the IIC portal.

1.1.1 Vice President:-

- It is an Honorary post for a senior expert representative from Industry/Ecosystem enablers. He/She can be from faculty representative as well in case no experts are available.

1.2 Convenor:

- The Convenor will work in close coordination with IIC president and will provide help wherever required for smooth conduction of activities.
- He/ She 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/ She will ensure that the internal examination dates would not interfere with the IIC activities and coordinate with all departments to ensure the same.
- He/ She 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 Member/Faculty representatives/Non-teaching staff:

- Following members 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.

1.3 Innovation activity coordinator:

- Will work to promote innovation related activities on campus or as mandated in IIC council meeting.

1.4 Start-up activity coordinator:

- Will work to boost startup generation among students and related activities or as mandated in IIC council meeting.

1.5 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.

1.6 IPR activity coordinator:

- To promote awareness about IPRs and conduct related activities on campus or as mandated in IIC council meeting.

1.7 Social Media Coordinator:

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

1.8 ARIIA Coordinator: Coordinate for ARIIA related activities.

1.9 NIRF coordinator: Coordinate for NIRF related activities.

1.10 Members: They will work as per the responsibilities assigned in council meeting.

B. Expert Representation:

2.1 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.

2.2 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.

2.3 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.

2.4 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.
- He/ She will also arrange meetings with investors/sponsor for the events organized by the institute based on the IIC calendar/guidelines.

2.5 Expert from Nearby Incubation Center:

- 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.

C. 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.

D. Special Invitee:

- President can nominate any person as a special invitee in IIC council meetings. Special Invitee could be any eminent person in the field of academics/industry/research/innovation etc.