



**SIR C R REDDY COLLEGE FOR WOMEN** (Estd: 1987)

Affiliated to ADIKAVI NANNAYA UNIVERSITY, Rajamahendravaram

Vathuru, Eluru - 534007

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**CENTRE FOR INNOVATION AND INCUBATION &  
ENTREPRENEURSHIP  
MINUTES OF MEETING**



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## **CENTRE FOR INNOVATION AND INCUBATION & ENTREPRENEURSHIP**

The Centre for Innovation and Incubation & Entrepreneurship has started with the objectives for promoting specialized knowledge in the field of entrepreneurship development, innovation and creative ideas. The CIIE strives to identify talented youth and motivate them to entrepreneurial and innovative works.

### **VISION:**

- Useful and affordable Incubation and Entrepreneurship Centre.
- Creating awareness among the students that Entrepreneurship as a career option
- Encouragement of students to display projects and innovative ideas

### **MISSION:**

- To build a positive space to incubate and support innovative ideas to promote employment
- To provide necessary support and facilities for start ups
- To create entrepreneurship opportunities and promoting employment creation for all aspiring student entrepreneurs

### **OBJECTIVES:**

- To conduct training programmes in the field of entrepreneurial skill development
- To organize Guest Lectures for promotion and growth of prospective entrepreneurs
- To arrange visits to industries for prospective entrepreneurs.

## **CENTRE FOR INNOVATION AND INCUBATION & ENTREPRENEURSHIP**

### **Functions:**

CIIE is proposed to have the following action plan:

- A. To organize Entrepreneurship Awareness Camps, Entrepreneurship Development programmes in the region for the benefit of Arts & Science students.
- B. To conduct research work and survey for identifying entrepreneurial opportunities ( particularly in Arts & Science areas and service sector.)
- C. To guide and assist prospective entrepreneurs on various aspects such as preparing project reports, obtaining project approvals, loans and facilities from agencies of support system, information on technologies, etc.
- D. To organize guest lectures, TV & Radio talks, seminars, etc, for promotion and growth of S&T based entrepreneurship.
- E. To extend necessary guidance and escort services to the trainees in obtaining approval and execution of their projects.
- F. To arrange visits to industries for prospective entrepreneurs.
- G. To act as Regional Information centre on business opportunities, processes. Technologies, market, etc by creating and maintaining relevant database.
- H. To provide testing , calibration, quality assurance, design, tool room pilot plant and other facilities for entrepreneurs beside expertise in intellectual property rights, patents search etc.
- I. To conduct competitions among students in developing project  
II. proposals.
- J. To conduct management games in the area of developing innovative ideas, creativeness and initiative.

### **TENURE:**

The tenure of the members shall be two years. If any vacancy occurs in the office of such members, the vacancy shall be filled within 3 months and the member so appointed shall hold office for the residual term for which the earlier member would have held the office, if the vacancy had not occurred.

**FREQUENCY OF MEETING:** The committee shall meet at least two times a semester

**QUORUM:** One-third members shall constitute the quorum. If the meeting is adjourned because of quorum, no quorum shall be required for such meeting after 15 minutes.

SIR C.R.REDDY COLLEGE FOR WOMEN, ELURU  
CENTRE FOR INNOVATION AND INCUBATION CELL & ENTREPRENERSHIP

MEETING NO: 1

DATE OF MEETING: 18-06-2022

Time:1.00 P.M

YEAR 2022

Venue: Seminar hall


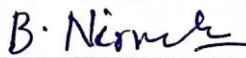

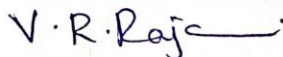
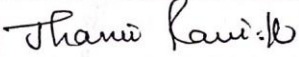

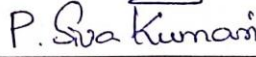
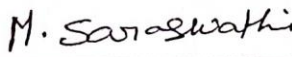
**MINUTES OF MEETING**

The meeting of centre for innovation and incubation cell & Entrepreneurship held on 18-06-2022 in Seminar Hall.

**AGENDA:**

- MOU with Industry and Institution
- To conduct two days training program on fabric screen painting during the month of July 2022
- One Day Awareness program to inculcate entrepreneurial skills during the month of August 2022
- To conduct awareness program on women entrepreneurship during the month of July 2022 by Nava Bharat Nirman Sangh

**MEMBERS PRESENT:**

S.NO	NAME	POSITION	DESIGNATION	SIGNATURE
1.	Smt.P.Sailaja	Chairperson	Principal	
2.	Smt.B.Nirmala	Co coordinator	Lecturer	
3.	Smt.J.Devamani	Member	Lecturer	
4.	Smt.V. Raja Rajeswari	Member	Lecturer	
5.	K.Jhansi Rani	Member	Lecturer	
6.	J.Durga	Member	Lecturer	
7.	P.Siva Kumari	Member	Lecturer	
8.	M.Saraswathi	Member	Lecturer	

## RESOLUTIONS:

- CIIE members are advised to establish the platform to link with Industry and Institution
- CIIE members are agreed to conduct two days training program on fabric screen painting to the students during the month of July 2022
- One Day CIIE awareness program was planning to conduct during the month of August 2022
- Committee members decided to conduct an awareness program on women entrepreneurship by Nava Bharat Nirman Sangh

  
Signature of the Coordinator

**SIR C.R.REDDY COLLEGE FOR WOMEN, ELURU**  
**CENTRE FOR INNOVATION AND INCUBATION CELL &**  
**ENTREPRENEURSHIP**

**MEETING NO:2**

**DATE OF MEETING: 14-10-2022**

**Time:1.00 P.M**

**YEAR2022**

**Venue: Seminar hall**



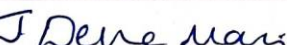

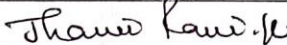
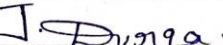
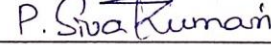

**MINUTES OF MEETING**

The meeting of centre for innovation and incubation cell & Entrepreneurship was held on 14-10-2022 in Seminar Hall.

**AGENDA:**

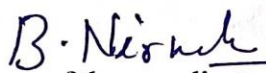
- To conduct Mahatma Gandhi Entrepreneurship week during the month of October 2022
- To organize Logo making competition during the month of November 2022
- To conduct 15 days training program on Tailoring during the month of December 2022
- Committee members decided to conduct an interaction program for students during the month of December 2022

**MEMBERS PRESENT:**

S.NO	NAME	POSITION	DESIGNATION	SIGNATURE
1.	Smt.P.Sailaja	Chairperson	Principal	
2.	Smt.B.Nirmala	Co ordinator	Lecturer	
3.	Smt.J.Devamani	Member	Lecturer	
4.	Smt. V.Raja Rajeswari	Member	Lecturer	
5.	K.Jhansi Rani	Member	Lecturer	
6.	J.Durga	Member	Lecturer	
7.	P.Siva Kumari	Member	Lecturer	
8.	M.Saraswathi	Member	Lecturer	

**RESOLUTIONS:**

- Committee members agreed to conduct Mahatma Gandhi Entrepreneurship week during the month of October 2022
- Committee members agreed to organize Business Logo making competition for students during the month of November 2022
- Committee members decided to conduct 15 days training program to women in Jalipudi village which helps to those women as self employment during the month of December 2022
- Committee members decided to conduct interaction program to students with successful entrepreneurs and Role models which motivate the students to become entrepreneurs during the month of December 2022

  
Signature of the coordinator

**SIR C.R.REDDY COLLEGE FOR WOMEN, ELURU**  
**CENTRE FOR INNOVATION AND INCUBATION CELL &**  
**ENTREPRENEURSHIP**

MEETING NO:3

YEAR 2023

Time: 1.P.M

Date of Meeting 15-02-2023

Venue: Seminar hall

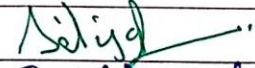
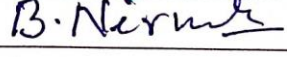
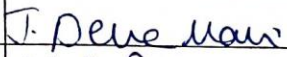
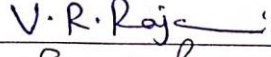
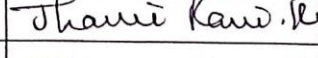

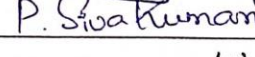
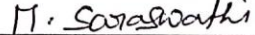
**MINUTES OF MEETING**

The meeting of centre for innovation and incubation cell & Entrepreneurship was held on 15-02-2023 in Seminar Hall.

**AGENDA:**

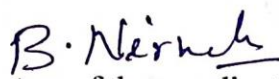
- To Organize Skill Development Training program during the month of February 2023
- To conduct 12 days training program to the women in Jalipudi village during the month of February 2023
- To conduct awareness program on entrepreneurship during the month of March 2023
- To encourage students to do internship in startups

**MEMBERS PRESENT:**

S.NO	NAME	POSITION	DESIGNATION	SIGNATURE
1.	Smt.P.Sailaja	Chairperson	Principal	
2.	Smt.B.Nirmala	Co ordinator	Lecturer	
3.	Smt.J.Devamani	Member	Lecturer	
4.	Smt.V. Raja Rajeswari	Member	Lecturer	
5.	K.Jhansi Rani	Member	Lecturer	
6.	J.Durga	Member	Lecturer	
7.	P.Siva Kumari	Member	Lecturer	
8.	M.Saraswathi	Member	Lecturer	

## RESOLUTIONS:

- The committee members are agreed to conduct skill development 7 days training program for the students during the 1<sup>st</sup> week of February 2023
- The committee members agreed to give 12 days training program to women in Sriparru village on pot painting as this skill can be used to self employment during the month of February 2023
- The Committee members agreed to conduct awareness program on entrepreneurship by Sri.ch.Srinivasaro NGO who gives support to the upcoming entrepreneurs during the month of March 2023
- Committee members agreed to encourage students to do internships in startups which is useful for future full time employment and career development

  
Signature of the coordinator

**SIR C.R.REDDY COLLEGE FOR WOMEN, ELURU**  
**CENTRE FOR INNOVATION AND INCUBATION CELL &**  
**ENTREPRENEURSHIP**

**MEETING NO:4**

**YEAR 2023**

**DATE OF MEETING: 03-11-2023**

**Time:1.00 P.M**

**Venue: Seminar hall**

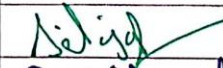
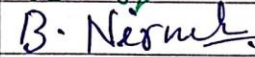
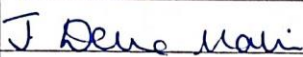
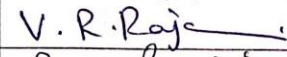
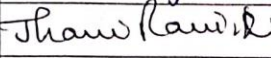
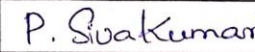
**MINUTES OF MEETING**

The meeting of centre for innovation and incubation cell & Entrepreneurship was held on 03-11-2023 in Seminar Hall.

**AGENDA:**

- To Organize Skill Development Training program during the month of November 2023
- To encourage students to do internship in startups
- To conduct work shop on women entrepreneurship during the month of November 2023

**MEMBERS PRESENT:**

S.NO	NAME	POSITION	DESIGNATION	SIGNATURE
1.	Smt.P.Sailaja	Chairperson	Principal	
2.	Smt.B.Nirmala	Co ordinator	Lecturer	
3.	Smt.J.Devamani	Member	Lecturer	
4.	Smt.V. Raja Rajeswari	Member	Lecturer	
5.	K.Jhansi Rani	Member	Lecturer	
6.	P.Siva Kumari	Member	Lecturer	

**RESOLUTIONS:**

- The committee members are agreed to conduct skill development 7 days training program for the students during the 1<sup>st</sup> week of November 2023
- Committee members agreed to encourage students to do internships in startups which is useful for future full time employment and career development
- The Committee members agreed to conduct work shop on women entrepreneurship by Navbharat Nirman sangh coordinated with Tapana Foundation during the month of November 2023

*B. Nirwaha*

Signature of the coordinator