



Department of Research and Development

R&D Meeting of Minutes

Date of Meeting: 12.08.2024

Time: 10:30 am – 11:30 AM

The meeting started with Opening remarks by Dean R&D

1. Dean thanked all the coordinators for the continuous support towards R&D activities during AY 2023-24.
2. Dean introduced Dr. Vinoth Kumar K, Professor and Associate Head – R&D for the new position related to Publication and Research Grants.
3. It is mandatory all the faculty members should prepare appraisal target sheet in the individual audit file and documents should be maintain as per Institution standards.
4. Faculty R & D file contents already shared and the same to be maintained uniformly by all the faculty members. This will be checked during the august month audit
5. Research Plan for the AY 2024-25 received from the departments and the same should be presented during faculty monthly audit.
6. Research Audit started from 09th August 2024 onwards.
7. Information provided related to mandatory and Additional Incentive schemes.
8. Monthly audit is mandatory to all the faculty members.
9. In this connection, all the Incentive forms should be properly verified by department R&D coordinators and send it through respective HoDs.
10. Claiming of Incentive for the AY 2023-24 is completed.
11. Faculties are advised to achieve the target for the AY 2024-25.
12. Attendance is mandatory for attending training programmes conducting by R&D department.
13. The meeting is ended with High Tea.

Ravathi 21/8/24
Dr. Ravathi V
Dean - R & D

Professor and Head-Research & Development Cell
NEW HORIZON COLLEGE OF ENGINEERING
Ring Road, Bellandur Taluk, Bangalore - 560075
Date: 12.08.2024

Encls:

Attendance Sheet



NEW HORIZON COLLEGE OF ENGINEERING

Department of Research and Development

R&D Meeting

Date of Audit: 12.08.2024

Time :10.30 AM

S.No	Name of the faculty member	Department	Signature
1	Dr. Nirmala	CSE	
2	Dr. M. Jayanthi	ECE	
3	Dr. C.R. Lakshmi	CE	
4	Dr. K. Gopal	MECH	
5	Dr. B. Nithya	MCA	
6	M. S. Raghun	PS	
7	Dr. Sujameel	MBA	
8	R. S. Syam Dev	AMML	
9	Dr. Vinuth Kumar	RAO	
10	Dr. Revathi	R&D	
11			
12			
13			
14			
15			

12/8/24
Dr. Revathi V