



Department of Research and Development

Minutes of Meeting

Date of Meeting: 27.09.2025

Time: 10:00 am - 10:30 am

Venue: R&D Department

Agenda:

1. *Faculty Research review and assessments*
2. *Claim norms of Research Promotion Policy*
3. *Status of Incentive Forms and Supporting Document*
4. *KSCST Student Projects Programme (SPP) 49th Series : 2025 - 2026*

Members Present:

Dr. Revathi V, Dean - R&D

Dr. Vinoth Kumar K, Professor & Associate Head - R&D

Coordinators Present:

- | | |
|-----------------------------|--|
| 1. Mr. Syam Dev R S | Sr. Assistant Professor - AIML |
| 2. Ms. Saranya A S | Assistant Professor - CSE 1 |
| 3. Dr. Kavitha T | Professor - CSE 2 |
| 4. Dr. Sunil Kumar Vengalil | Professor - CSE (DS) |
| 5. Dr. Gurulakshmi A B | Professor & Associate Head (QA) - ECE |
| 6. Dr. Sujoy Das | Sr. Assistant Professor - EEE |
| 7. Dr. Karthiyayini J | Sr. Assistant Professor - ISE |
| 8. Dr. K Gopal | Associate Professor - AIML |
| 9. Dr. Rose Kavitha | Professor - MBA |
| 10. Dr. Priya Thomas | Sr. Assistant Professor - MCA |
| 11. Dr. M S Raghu | Associate Professor - CHEMISTRY (AS) |
| 12. Dr. P Bhaskar | Associate Professor - MATHEMATICS (AS) |
| 13. Dr. Ramachandra Naik | Associate Professor - PHYSICS (AS) |

The meeting started with Opening remarks by Associate Head - R&D

Associate Head - R&D thanked all the coordinators for the continuous support towards R&D activities during September 2025.

Agenda 1: Faculty research review and assessments:

The Faculty Research Review and Assessment for all department to be scheduled by the R&D department from October 2025 onwards. In alignment with the Institution Norms, participation in the Monthly R&D Review is mandatory for all faculty members.

The review will be conducted in presence of respective department HoDs and Department R&D Coordinator.

Agenda 2: Claim norms of Research Promotion Policy:

Associate Head of R&D has informed that faculty members should submit the Additional Incentives Claim (Form 2) only after fulfilling the requirements outlined in the Self Appraisal Policy for the Academic Year 2024 – 25 and also faculty members can claim the research publication for AY 2025-26. In this connection, all the Incentive forms should be properly verified by department R&D coordinators and send it through respective HoDs to the R&D department on or before 30th of every month.

Agenda 3: Status of Incentive Forms and Supporting Documents:

Associate Head of R&D mentioned that the incentive claim forms for research publications for August 2025 were processed by the R&D Department during first week of September 2025.

Agenda 4: KSCST Student Projects Programme (SPP) 49th Series : 2025 - 2026:

1. It is mandatory to submit all final year UG and PG student projects in KSCST 49th SERIES OF STUDENT PROJECT PROGRAMME (SPP) for the AY 2025-26 as per the attached KSCST Proposal template.

Last Date of Submission : 15th December 2025, within 5:30 PM.

Submission Link: <https://forms.gle/iXiR81MyoLWn871x7>

2. Project proposals will be categorized into two streams: Interdisciplinary and department-specific projects. As per the final year projects approved by Dean Academics Office, the KSCST coordinators are requested to proceed for KSCST Proposals for the AY 2025-26. The department KSCST Coordinators are informed to send the KSCST submission details as per summary template on or before 17.12.2025 (04:00 PM). This will help R&D Department to keep a track on the proposals submitted from our institution.

3. SPP Coordinator:

Name: Dr. Vinoth Kumar K

Email id: dr.vinothkumar@newhorizonindia.edu

Contact No.: 9944808092

4. The department should submit Endorsement proforma to R&D department only.
5. Coordinators should ensure and check about the payment and proposal submission in KSCST Google forms and requested to maintain the soft copy of single pdf file (Scanned). Endorsement Original copy to be filled in the department funding proposal submission file. The Department KSCST Coordinators are requested to provide guidance and support to the department faculty members and students for the KSCST 49th SERIES OF STUDENT PROJECT PROGRAMME (SPP).

The meeting is ended with High Tea.



Dr. Vinoth Kumar K
Dr. Vinoth Kumar K
 Professor & Associate Head - R&D

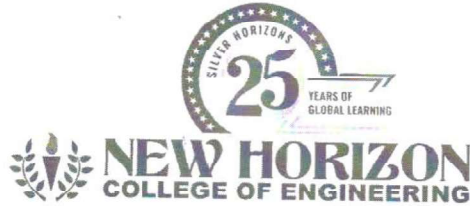


Dr. Revathi V
Dr. Revathi V
 Dean R&D

Dean
 Department of Research and Development
NEW HORIZON COLLEGE OF ENGINEERING
 New Horizon Knowledge Park, Bellandur Main Road
 Near Marathalli, Bangalore - 560 103

Date: 27.09.2025

Encls: Attendance Sheet



Department of Research and Development

Attendance of R&D Coordinators meeting for the September 2025

Date : 27.09.2025

S. No	Name of the faculty member	Designation	Department	Signature
1.	Dr. Rose Kavitha	Professor	MBA	<i>[Signature]</i>
2.	Dr. Priya Thomas	Sr. Asst. Prof.	MCA	<i>[Signature]</i>
3.	Dr. Sujoy Das	Sr. Asst. Professor	FEE	<i>[Signature]</i>
4.	R. S. Syam Dev	Sr. Asst. Prof.	AIML	<i>[Signature]</i>
5.	Ramachandra Naile	Associate Prof	AS-Phy	<i>[Signature]</i>
6.	Dr. SUNIL KUMAR V	PROFESSOR	CSE-DS	<i>[Signature]</i>
7.	Dr. MS. Pagan	Assoc. Prof	AS Chem	<i>[Signature]</i>
8.	Dr. P. BASKAR	Asso. prof	AS-Maths	<i>[Signature]</i>
9.	Dr. A.B. Gurusubramani	Prof.	ECE	<i>[Signature]</i>
10.	Saranya S	Asst. Prof	CSE-I	<i>[Signature]</i>
11.	Dr. T. Kavitha	Professor	CSE-II	<i>[Signature]</i>
12.	Dr. K. GOPAL	ASST. PROF	MECH	<i>[Signature]</i>
13.	Dr. Karthikeyan J	Sr. AP	ISE	<i>[Signature]</i>

[Signature]
27/9/25



[Signature]
Dean

Department of Research and Development
NEW HORIZON COLLEGE OF ENGINEERING
New Horizon Knowledge Park, Bellandur Main Road,
Near Marathalli, Bengaluru - 560 103



Department of Research and Development

Minutes of Meeting

Date of Meeting: 27.09.2025

Time: 09:30 am - 10:00 am

Agenda: KSCST STUDENT PROJECTS PROGRAMME (SPP) 49th SERIES : 2025 - 2026


Points Discussed:


1. It is mandatory to submit all final year UG and PG student projects in KSCST 49th SERIES OF STUDENT PROJECT PROGRAMME (SPP) for the AY 2025-26 as per the attached KSCST Proposal template.

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8. Department KSCST Coordinators are requested to provide guidance and support to the department faculty members and students for the KSCST 49th SERIES OF STUDENT PROJECT PROGRAMME (SPP).


Dr. Vinoth Kumar K
Professor & Associate Head - R&D


Dr. Revathi V
Dean R&D

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Near Marathalli, Bengaluru - 560 103





Department of Research and Development

KSCST SPP Coordinators Meeting

Date of Audit: 27.09.2025

Timing: 09:30 am - 10:00 am

S.No	Name of the faculty member	Designation	Department	Signature
1	Sweet Subhashree	Sr. Asst. Prof	ESE	
2	Dr. Priya Thomas	"	MCA	
3	Dr. S. Umamaheswari	Professor	AML	
4	Dr. D. Raja Ramani	Associate Prof	CSE-1	
5	Dr. Sujay Das	Sr. Assistant Prof	EEE	
6	Dr. Rose Kavitha	Professor	MBA	
7	Dr. Hemant Raju-T	Asst. prof	MECH	
8	Dr. Ishani Mishra	Associate Prof	ECE	
9	Raja. R	Asst. Prof.	CSE-2	

Dr. Vinoth Kumar K
 Professor & Associate Head - R&D

Dr. Revathi V
 Dean R&D



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