



Department of Research and Development

Minutes of Meeting

Date of Meeting: 25.10.2025

Time: 11:30 am - 12:30 pm

Venue: Discussion Room, IDEA Lab

Agenda:

1. *Faculty Research review and assessments*
2. *Claim norms of Research Promotion Policy*
3. *Status of Incentive Forms and Supporting Document*
4. *Research Publication*
5. *Research Grants*
6. *KSCST Student Projects Programme (SPP) 49th Series : AY 2025 – 2026*
7. *Consultancy*
8. *IEEE International Conference ICEMCSE 2026*

Members Present:

Dr. Revathi V, Dean - R&D

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

R&D & KSCST Coordinators Present:

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| 1. Dr. Sonia Maria D'Souza | Associate Professor - AIML |
| 2. Dr. Roja Ramani D | Associate 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. Mohan Das R | Associate Professor - EEE |
| 7. Ms. Sweet Subhashree | Sr. Assistant Professor - ISE |
| 8. Dr. K Gopal | Associate Professor - AIML |
| 9. Dr. Neelima | Assistant Professor - MBA |
| 10. Dr. Priya Thomas | Sr. Assistant Professor - MCA |
| 11. Dr. M S Raghu | Associate Professor - CHEMISTRY (AS) |
| 12. Dr. Prasanth K K | Associate Professor - MATHEMATICS (AS) |
| 13. Dr. Ramachandra Naik | Associate Professor - PHYSICS (AS) |
| 14. Dr. Pramila S | Assistant Professor - CSE (DS) |
| 15. Ms. Roja R | Assistant Professor - CSE 2 |

R&D & KSCST Coordinators Absent:

- | | |
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| 1. Dr. Ishani Mishra | Associate Professor - ECE |
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The meeting started with Opening remarks by Dean - R&D

Dean R&D thanked all the coordinators for the continuous support towards R&D activities during October 2025.

Agenda 1: Faculty research review and assessments:

The Faculty Research Review and Assessment for all departments will be scheduled by the R&D Department starting from November 2025 onwards. In accordance with institutional norms, participation in the Monthly R&D Review is mandatory for all faculty members. The review sessions will be conducted in the presence of the respective Heads of Departments (HoDs) and the Department R&D Coordinators. The Dean has also instructed that each department must maintain a consultancy file, which shall be regularly monitored by the R&D Department.

Agenda 2: Claim norms of Research Promotion Policy:

The Dean has informed that faculty members should submit the Additional Incentive Claim (Form 2) only after fulfilling the requirements specified in the Self Appraisal Policy for the Academic Year 2024–25. The Research Promotion Policy for the Academic Year 2025–26 has been forwarded for approval. Once approved, faculty members may submit claims for research publications under the AY 2025–26 scheme. In this regard, all incentive claim forms must be properly verified by the respective Department R&D Coordinators and forwarded through the concerned Heads of Departments to the R&D Department on or before the 30th of every month.

The Dean informed that all journal publications must be from *regular issues only*. If any claimed journal papers are later found to be published as an **erratum**, **retracted**, or **removed/discontinued from Scopus**, the corresponding incentive amount claimed may be **adjusted or recovered** in future claims, irrespective of the year of publication.

Agenda 3: Status of Incentive Forms and Supporting Documents:

Associate Head of R&D mentioned that the incentive claim forms for research publications for the AY 2024-25 is processed by the R&D Department during first week of October 2025.

Agenda 4: Research Publications:

The Dean has informed that, for the Academic Year 2025–26, only Q-Rated with Scopus-indexed and Web of Science (WoS) indexed journals will be considered for research publication claims and SAP (Proposed). Further, only publications where the faculty member holds Author Position 1 to 4 or serves as the Corresponding Author will be eligible for consideration under the Research Incentive and SAP Scheme (Proposed - Waiting for Approval).

The Dean has informed that faculty members should refrain from publishing book chapters, as book chapter publications do not carry any weightage in NIRF (National Institutional Ranking Framework) evaluations. The Dean has informed that faculty members are permitted to publish Scopus-indexed edited books as part of their research and academic contribution. Such publications are considered valuable academic outputs, contributing to the institution's research visibility and citation impact. Faculty members are encouraged to ensure that the publisher and indexing details are verifiable through Scopus before submission or publication.

Agenda 5: Research Grants:

The Dean has informed that the call for proposals under the Anusandhan National Research Foundation (ANRF) is now open for the following schemes:

- ✓ 2D Innovation Hub
- ✓ MAHA MedTech Mission
- ✓ AI for Science & Engineering
- ✓ Prime Minister's Early Career Research Grant

Faculty members are encouraged to submit research proposals under any of the above categories for funding consideration through ANRF. The evaluation of submitted proposals will be completed within 40 days of submission. The acceptance rate in ANRF is encouraging, as the Department of EEE has already received ₹1.5 lakhs (two sanctioned proposals each) for under the Seminar Scheme.

If communication is not received from ANRF within 40 days, it shall be assumed that the proposal has not been accepted. In such cases, faculty members are advised to submit their proposals to other funding agencies for further consideration.

Agenda 6: 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 : 30th November 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 30.11.2025 (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. **Project Deadlines:**

Date of commencement of the Project: **18.08.2025**

Probable date of completion of the project: **28.02.2026**

5. **Timeline Structure:**

The duration of the KSCST project task (*Refer: SPP Proposal Template Serial No. 11*) must be planned within the period **from 18th August 2025 to 28th February 2026**, ensuring that all project activities commence and conclude within these dates.

6. To obtain the "Head of the Institution" signature, all coordinators must submit the endorsement of the KSCST SPP on the official letterhead to the R&D Department on or before 05.11.2025, along with the Consolidated List of Projects (Word template already shared).
7. The department should submit Endorsement proforma to R&D department only.

8. 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).

Agenda 7: Consultancy:

Dean R&D highlighted the importance of Consultancy, it plays a vital role in strengthening the Research and Development (R&D) ecosystem of the institution and serves as an effective bridge between academic expertise and industrial application, enabling faculty members to translate their knowledge into practical, real-world solutions.

Through consultancy activities, faculty members can:

- Enhance industry–academia collaboration and promote innovation-driven partnerships.
- Generate additional research funding that supports departmental and institutional R&D initiatives.
- Contribute to capacity building by engaging students in live industrial projects.
- Improve institutional visibility and ranking through applied research outcomes and societal impact.

All departments are therefore encouraged to actively identify and undertake consultancy projects in their respective areas of specialization. Each department should maintain a consultancy file, which will be monitored periodically by the R&D Department to ensure effective documentation and compliance with institutional norms. Faculty members are informed that consultancy incentives may be claimed only after the submission of the Utilization Certificate (UC) related to the completed consultancy project. For any clarification or assistance regarding consultancy activities, faculty members may contact Dr. Vinoth Kumar K, Professor and Associate Head – R&D. All departments are requested to report the progress of ongoing consultancy projects to the R&D Department on a regular basis to ensure proper monitoring and documentation.

Agenda 8: IEEE International Conference ICEMCSE 2026:

Associate Head - R&D informed about IEEE Conference Record Number (CRN) 67638 of “***International Conference on Emerging Trends in Mobile Computing and Sustainable Informatics (ICEMCSI)***” is officially approved by IEEE. This conference is technical sponsored by IEEE and technical co-sponsored by IEEE Bangalore Section, IEEE PELS Bangalore Chapter, IEEE IES Bangalore Chapter. The mode of conducting conference is Offline only. This international conference serves a forum for researchers to address mobile networks, computing models, algorithms, sustainable models, and advanced informatics that supports the symbiosis of mobile computing and sustainable informatics. The ICEMCSI will be held on June 17th and 18th 2026. The papers can be presented in offline mode by the authors. *All accepted and presented papers will be submitted for the inclusion in IEEE XPLORE, subject to meeting IEEE Xplore’s scope and quality requirements.*

https://conferences.ieee.org/conferences_events/conferences/conferencedetails/67638

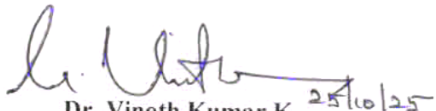
Website of the Conference: <https://newhorizonindia.edu/icemcsi26/>

The abstract and full paper submission starts from 01.05.2025 onwards.

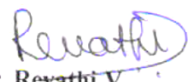
Associate Head requested all R&D coordinators to extend their full support towards the successful planning and execution of the R&D events scheduled for June 2026 with active involvement and cooperation are crucial to ensure the smooth conduct and overall success of these initiatives.

The meeting is ended with High Tea.




Dr. Vinoth Kumar K 25/10/25
Professor & Associate Head - R&D




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, Bengaluru - 560 103

Date: 25.10.2025

Encls: Attendance Sheet

Department of Research and Development

Attendance of R&D & KSCST Coordinators meeting for the October 2025

Date: 25.10.2025

S. No	Name of the faculty member	Designation	Department	Signature
1.	Dr. D. Raja Ramani	Asso Professor	CSE-1	[Signature]
2.	Dr. Praashanth K K	Asist. Professor	Maths	[Signature]
3.	Raghu M S	Assoc Prof	AS	[Signature]
4.	Ramachandra Nair	Assoc. Prof	AS	[Signature]
5.	Dr. A. B. Gurulakshmi	Prof & AHQA	ECE	[Signature]
6.	Dr. R. Mohan PM	Assoc. Prof	EEE	[Signature]
7.	Sweet Subhashree	Asst. Prof	ISE	[Signature]
8.	Dr. Nedima	Asst. Prof	MBA	[Signature]
9.	Dr. Sunil Kumar V	Professor	CSE-D1	[Signature]
10.	Dr. K. Gopal	Asso. Prof	MECH	[Signature]
11.	Raja P.	Asst. Prof.	CSE-2	[Signature]
12.	Dr. Sonia D'Souza	Asso. Prof	AI&ML	[Signature]
13.	Dr. T. Kani K	Prof	CSE 2	[Signature]
14.	Pramila S	Asst. Prof	CSE (DS)	[Signature]
15.	Dr. Priya Thomas	sr. Asst Prof	MCA	[Signature]


 Associate Head - R&D 25/10/25


 Dean R&D 25/10/25



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