



Department of Research and Development

Minutes of Meeting

Date of Meeting: 02.04.2026

Time: 2:30 pm - 03:30 pm

Venue: Discussion Room, IDEA Lab

Agenda:

1. KSCST Sanctioned Projects Midterm Evaluation Schedule as on 02.04.2026
2. Synopsis Submission Instruction
3. Sanctioned Letter Status
4. Project Completion Report
5. Funding Acknowledgement Instruction
6. Reimbursement

Members Present:

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

KSCST Coordinators Present:

- | | |
|----------------------------|--------------------------------|
| 1. Dr. Umamaheswaran S | Professor - AIML |
| 2. Dr. Mohan Das R | Associate Professor - EEE |
| 3. Dr. Sujoy Das | Sr. Assistant Professor - EEE |
| 4. Ms. Pramila S | Assistant Professor - CSE (DS) |
| 5. Dr. Soja Rani S | Associate Professor - CSE 1 |
| 6. Ms. Roja R | Assistant Professor - CSE 2 |
| 7. Ms. Shruthi G R | Sr. Assistant Professor - ISE |
| 8. Dr. Hemanth Raju T | Associate Professor - ME |
| 9. Dr. Mithili Devi N | Associate Professor - MCA |
| 10. Dr. Neelima | Assistant Professor - MBA |
| 11. Mr. Rajat B Hubballi | Assistant Professor - MBA |
| 12. Dr. Ankita N Jeewankar | Sr. Assistant Professor - MBA |

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

Associate Head thanked all the coordinators for the continuous support towards KSCST SPP 49th Series Sanctioned Projects under R&D activities.

Agenda 1: KSCST Sanctioned Projects Midterm Evaluation Schedule as on 02.04.2026:

The Associate Head informed that a total of 46 projects has been sanctioned under the Karnataka State Council for Science and Technology (KSCST) SPP 49th Series. The midterm evaluation has been scheduled as on 02.04.2026, the details are mentioned below

- **AIML:** 11 projects – *Not Scheduled*
- **EEE:** 6 projects – Scheduled on **07 April 2026 at 09:30 AM**
- **CSE-1:** 4 projects – Scheduled on **13 April 2026 at 09:00 AM**
- **CSE-2:** 5 projects – Scheduled on **13 April 2026 at 09:00 AM**
- **CE:** 1 project – Scheduled on **13 April 2026 at 09:00 AM**
- **CSE (DS):** 4 projects – Scheduled on **13 April 2026 at 09:00 AM**
- **ME:** 3 projects – Scheduled in two slots:
 - 2 Projects - Slot A: **06 April 2026 at 09:30 AM**
 - 1 Project - Slot B: **07 April 2026 at 09:00 AM**
- **ISE:** 3 projects – Scheduled on **07 April 2026 at 09:00 AM**
- **MBA:** 3 projects – Only 2 projects scheduled on **16 April 2026 at 02:00 PM**
- **MCA:** 6 projects – *Not Scheduled*

Agenda 2: Synopsis Submission Instruction:

1. The Google meet link is unique to each session and it is circulated to Departments HoDs.
2. Only team members are allowed to join and interact with the expert. The moderator will call upon each of the project team to interact with the expert. The project guides and co-guides may also participate using the same link.
3. Presentation/Demonstration Time: Each team will have 8-10 minutes to present and demonstrate their project. Following the presentation, there will be 2-3 minutes allocated for any queries from the expert panel.
4. Students are only permitted to present or demonstrate the project.
5. During the online evaluation, only 2 members per team are allowed to present.
6. Please ensure team members join the evaluation using **laptops and avoid using mobile phones.**
7. It is crucial to have stable internet connectivity to avoid interruptions during the session.
8. Find a well-lit space to demonstrate your working model effectively.
9. Prepare the presentation slides according to the KSCST template provided in the email. The template is also accessible on the KSCST website <https://www.kscst.org.in/spp.html>
10. Projects with a working model can skip the PPT presentation and directly showcase the working model in front of the camera (preferred).
11. The file names for **Synopsis** must strictly follow the **KSCST Reference ID format.**

Example: 49S_BE_0001_Synopsis

12. Update the synopsis using the provided link: [<https://forms.gle/2vRe75o8ZPikWp966>] before **4th April 2026**. The synopsis should include:

- a) Project Title
- b) Project Sanction Reference Number
- c) Branch of Engineering/Science
- d) College/Institution
- e) Student(s) & Guide(s) Names
- f) Keywords
- g) Introduction/Background (15-20 lines)
- h) Objectives (5-10 lines)
- i) Methodology (20-30 lines)
- j) Results & Conclusions (15-20 lines)
- k) Project Outcome & Industry Relevance (10-15 lines)
- l) Working Model vs. Simulation/Study
- m) Project Outcomes and Learnings
- n) Future Scope (15-20 lines)

Agenda 3: Sanctioned Letter Status:

- It was noted that sanctioned letters from Karnataka State Council for Science and Technology (KSCST) have not yet been received.
- Due to this, the hardcopy printing of project reports will be postponed and it is decided that report hardcopies will be printed at a later stage after receiving the sanctioned letters.

Agenda 4: Project Completion Report:

The Project Completion Report templates (word file) including funding support from ART-Park projects from Karnataka State Council for Science and Technology (KSCST) SPP 49th Series was circulated to all departments on 07 March 2026. Upon project completion, upload a single PDF file of the PCR (signed by the Principal, HoD, Guide(s), and Student(s)) to this Google Form by **May 05, 2026**: <https://forms.gle/HAwzgmnS6jLFCHHS6>

The file names for **Project Completion Report** must strictly follow the **KSCST Reference ID format**.

Example: 49S_BE_0001_Full_Report

Agenda 5: Funding Acknowledgement Instruction:

- It is noted that the projects highlighted in grey color in the sanctioned project list (attached PDF) have received funding support from AI & Robotics Technology Park (ART-Park), Indian Institute of Science, along with technical support from Karnataka State Council for Science and Technology (KSCST).
- Students belonging to these projects are instructed to: Acknowledge both KSCST and ART-Park as funding/support agencies in the Project Completion Report, Include official logos of KSCST and ART-Park in the report as per guidelines.

- Proper acknowledgement is mandatory and must be clearly mentioned in the report to avoid any discrepancies during evaluation.

Agenda 6: Reimbursement:

- It was informed that the project fund reimbursement will be processed only after the Midterm Evaluation of the project under Karnataka State Council for Science and Technology (KSCST).
- No reimbursement requests will be considered prior to the midterm evaluation.
- It is mandatory to submit a presentation screenshot as proof of participation for reimbursement under Karnataka State Council for Science and Technology (KSCST).
- The screenshot must clearly show:
 1. Project presentation in progress (PPT screen)
 2. Student/team members present
 3. Date and time (if visible)
- This screenshot will be considered as a supporting document for reimbursement processing.
- The **KSCST Reimbursement Claim Form 6** is available at the following link:
<https://researchnhce.newhorizoncollegeofengineering.in/research-policies/>




 Dr. Vinoth Kumar K

Associate Head – R&D & KSCST SPP Coordinator


 Dr. Revathi K

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



Encls: Attendance Sheet


Department of Research and Development
KSCST Coordinators Meeting

Date : 02.04.2026

S.No	Name of the faculty member	Designation	Signature	Remarks
1.	Dr. S. Uramaheswaran	Professor		
2.	Dr. R. Mohandas	Assoc. professor		
3.	Dr. Sujee Das	Sr. Assistant Professor		
4.	Phamila S	Assistant Professor		
5.	Raja. R	Assistant Professor		
6.	Dr. Neeha	"		
7.	Rajat B. Hubballi	Assistant Professor		
8.	Dr. Anshu N. Tewari	Sr. Assistant Professor		
9.	Shruthi G R	Sr. Asst. Prof		
10.	Dr. N. Mithibele	Associate professor		
11.	Dr. Saja Kumar S	Associate Professor		
12.	Dr. Ananth Raju T	Assoc. Prof		

L. Vishw 2/4/26




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