



Department of Research and Development

Minutes of Meeting

Date of Meeting: 06.05.2026

Time: 4:30 pm - 04:50 pm

Venue: Discussion Room, IDEA Lab

Agenda:

1. KSCST Sanctioned Projects Midterm Evaluation Status
2. Sanctioned Letter of KSCST
3. Project Completion Report
4. Funding Acknowledgement Instruction
5. Reimbursement

Members Present:

Dr. Revathi V, Professor & Dean - R&D, NHCE

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

KSCST Coordinators Present:

- | | |
|------------------------|--------------------------------|
| 1. Dr. Mohan Das R | Associate Professor - EEE |
| 2. Dr. Sujoy Das | Sr. Assistant Professor - EEE |
| 3. Ms. Pramila S | Assistant Professor - CSE (DS) |
| 4. Dr. Soja Rani S | Associate Professor - CSE 1 |
| 5. Ms. Roja R | Assistant Professor - CSE 2 |
| 6. Ms. Sweet Subhasree | Sr. Assistant Professor - ISE |
| 7. Dr. Hemanth Raju T | Associate Professor - ME |
| 8. Dr. Priya Thomas | Associate Professor - MCA |
| 9. Dr. Neelima | Assistant Professor - MBA |

KSCST Coordinator Absent:

- | | |
|------------------------|------------------|
| 1. Dr. Umamaheswaran S | Professor - AIML |
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The meeting started with Opening remarks by Associate Head - R&D

Dean 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 Status:

The Associate Head Informed Midterm Evaluation process for the KSCST sanctioned projects has been successfully completed under the coordination of the R&D Department. All the project teams have presented their work and submitted the required documents as per the guidelines.

Agenda 2: Sanctioned Letter of KSCST:

It was noted that sanctioned letters from Karnataka State Council for Science and Technology (KSCST) received and circulated to departments. All the project teams are hereby informed to attach a copy of the KSCST Sanction Letter along with the Project Completion Report during submission. The same is mandatory for verification and further processing.

Agenda 3: 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 20, 2026**: <https://forms.gle/HAwzggnS6jLFCHHS6>

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


Example: 49S_BE_0001_Full_Report

Agenda 4: 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 5: Reimbursement:

- Dean R&D informed about that the project fund reimbursement will be processed only after the completion of exhibition process conducting by Karnataka State Council for Science and Technology (KSCST). 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

Encls: Attendance Sheet




Dr. Revathi V
Dean R&D
Dean
Department of Research and Development
NEW HORIZON COLLEGE OF ENGINEERING
New Horizon Knowledge Park, Bellandur
Near Marathalli, Bengaluru - 560075



Department of Research and Development
KSCST SPP Coordinators Meeting

Date of Audit: 06.05.2026

Timing: 04:30 pm - 05:00 pm

S.No	Name of the faculty member	Designation	Department	Signature
1.	Prasanna S	Assistant Prof	CSE (DS)	
2.	Raja R	Assistant Prof	CSE -2	
3.	Mrs. Padmavathi C	Assistant Prof	CSE-2	
4.	Dr. Soja Rao S	Associate Prof	CSE-1	
5.	Dr. Subodh Das	Sr. Assistant Prof	EEE	
6.	Dr. R. Mohan Das	Associate Prof	EEE	
7.	Dr. Hemant Raju	Asst. Prof	ME	
8.	Dr. Priya Thomas	Assoc. Professor	MCA	
9.	Dr. Neelam	Asst. Prof	MBA	
10.	Sweet Subhashu	Sr. Asst. Prof	ISE	

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



Dr. Revathi V
 Dean R&D

Dean
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