

# TAMILNADU COLLEGE OF ENGINEERING

Sponsored by: Tamilnadu Technical Educational Foundation, Tirupur.

(Approved by AICTE and Affiliated to Anna University)

**PALANISAME RAVI NAGAR, KARUMATHAMPATTI, COIMBATORE - 641659.**



New Heights Old Tradition

## **IPR CELL MEETINGS [ACADEMIC YEAR 2023-24]**

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**Date: 17.08.2023**

## CIRCULAR

### CONSTITUTION OF INTELLECTUAL PROPERTY RIGHTS CELL [2023-2024]

As per the AICTE guidelines an Intellectual Property Rights (IPR) Cell with the following members is constituted for the academic year 2023-24. All the committee members are hereby requested to adhere to the norms of State / Central government.

S. No	Name	Designation	Contact Number	E-Mail
1	Dr. M. Karthikeyan	Chairperson	9894612700	principal@tnce.in
2	Dr. A.S. Shanthi	Member	9942288733	
3	Dr. M. Seethepathi	Member	9994304379	
4	Dr. P. Dharmalingam	Member	9942082725	
5	Dr. K. Siva Agora Saktivel Murugan	Member	8778553716	
6	Dr. F. Vijay Amirdharaj	Member	9843323092	
7	Dr. C. Kalamani	Member	9940751298	
8	Mr. D. Venkatesh	Member	9994055985	
9	Dr. N. Sivamani	Member	9865258118	

It shall be the duty of IPR Cell members to create awareness about IPR and impart training on future endeavors regarding patent filing processes, procedure of IPR, screen projects, make drafts and file patents to the competing authority. Conduct seminars, workshops and training course on IPR and to promote technology advancements for improved quality of life and environment protection.

  
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## INTELLECTUAL PROPERTY RIGHTS (IPR) CELL

### Objectives:

- To create an awareness about IPR for faculties and students of the Institution.
- To impart training on future endeavors regarding patent filing processes, procedure of IPR, screen projects, make drafts and file patents to the competing authority.
- To conduct seminars, workshops and training course on IPR.
- To promote better understanding of IPR.
- To encourage faculty members and students to go patentable works.
- Frame and keep updated IPR Policy of the Institution.
- Communicate the IPR Policy to the various stakeholders and the Inventors of the Institution, students in general.
- Identify prospective inventions, innovations, Service improvement ideas and Copy rights.
- Study and recommend inventions etc for feasibility of converting to patents/Copy Rights.
- Compensate the Inventors with due reward for encouraging inventions.
- To promote technology advancements for improved quality of life and environment protection.

### Strategies

- IPR cell shall guide and help the faculty members and students of SICET in patentability assessment and to apply for various IPRs such as Invention(s), Designs, Integrated Circuit Layouts and other creative works.
- The faculty members /students desirous of filing a patent or for any other IPR application would be given the necessary advice and guidance by the IPR cell.
- An internal approval from the Principal wherein the names of the Inventors/Authors shall be mentioned is to be signed by the Principal and forwarded by the HOD for approval of the Chairman of IPR Cell.
- Invention Patent /Trademark and similar documents are to be treated and maintained confidentially by the IPR Cell.
- The IPR cell shall help the inventor in drafting the patent application/ or any other IPR application and filling of relevant forms.
- The draft application along with the relevant forms shall be forwarded to the concerned agency/authority by the IPR cell.
- The IPR Cell shall correspond with the authority/agency and the inventors on IP matters.
- The inventors would be required to cooperate with the IPR cell to expedite furnishing of information for timely actions since delay would mean payment of extra fee to the patent office.
- Any work sought to be filed by a faculty member and or student(s) arising out of R&D work done at SICET will be filed in joint names as inventors or authors while SICET shall be the applicant and owner of Intellectual Property (IP).
- After filing of the application for IP protection, the inventors shall inform the IPR cell of any further development, if any, in the related R & D work.

  
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Sl. No.	Process Steps
1	Finding the problem statement (New innovative idea for patent / Problem identification)
2	Checking existent of the idea (Plagiarism / already filed)
3	Getting the approval / acceptance from the IPR cell
4	Implementation / Progress work (Research survey / weekly status report)
5	Submission of final report to the IPR cell
6	Filing process / final output product
7	Submission the proof / acknowledgement of filing process

## List of Activities

S. No	Topic
1	Awareness program on IPR
2	Webinar on IPR Activities and Patents Filing Process
3	Virtual Discussion IPR- Invention, Innovation & Copyright Protection
4	Quiz Contest on IPR Technical Terminologies

  
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Dated: 25-08-2023

## CIRCULAR- IPR CELL MEETING

This is to inform all the members of Intellectual Property Rights cell that there will be a meeting on 28<sup>th</sup> August' 23 [Monday] at 10 a.m. All the members are requested to attend the meeting.

Venue: Committee Room

### Agenda:

1. Introduction of IPR Cell Members
2. Frame IPR Policy of the Institution.
3. Monitoring Mechanism
4. Create an awareness about IPR for faculties and students
5. Duties and Responsibilities of Members
6. Any other matter

Chairperson

[IPR Cell]

To

All the members and Departments

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## Minutes of the IPR Cell Meeting

Date: 28.08.2023

Venue : Committee Room

Time : 10.00 AM

Members present:

S.No	Name	Position	Sign
1.	Dr. M. Karthikeyan	Chairman	
2.	Dr. A.S. Shanthi	Member	
3.	Dr. M. Seethepathi	Member	
4.	Dr. P. Dharmalingam	Member	
5.	Dr. K. Siva Agora Saktivel Murugan	Member	
6.	Dr. F. Vijay Amirdharaj	Member	
7.	Dr. C. Kalamani	Member	
8.	Mr. D. Venkatesh	Member	
9.	Dr. N. Sivamani	Member	

## MINUTES OF MEETING:

The meeting was presided by Principal and Chairperson of the Committee.

The following decisions are taken.

- The Chairperson of the Programme delivered the welcome address and introduced the Committee, and also highlighted the main function of the Cell.
- Duties and responsibilities of all members were well explained by the Chair person.
- It has been decided to conduct seminars, workshops and training course on IPR for patent filing processes, procedure of IPR, screen projects, make drafts and file patents to the competing authority.
- Members are advised to encourage faculty members and students to go patentable works.
- The meeting came to an end by 11 AM.

Chairperson  
[ IPR Cell]