**MINUTES OF THE 6th HUB GOVERNING BODY MEETING HELD ON**

**01st February 2023**

The following members were present during the 6th HUB Governing Body (HGB) meeting of IHUB ANUBHUTI-IIITD Foundation (iHub-Anubhuti) held in Hybrid mode (ZOOM and Senate Room, 7th Floor, R&D building, IIITD) on 01st February 2022, at 11.00 A.M:

1. Dr. Ranjan Bose Chairman
2. Dr. Uday Desai Member
3. Dr. Manish Gupta Member
4. Dr. Pushpendra Singh Member & Project Director, IHUB-ANUBHUTI

**Invitees**

1. Dr. Vikram Goyal Project Director, IHUB-ANUBHUTI
2. Mr. Saurabh Kumar Chaubey CEO, IHUB-ANUBHUTI
3. Mr. Anupam Saronwala Advisor, IHUB-ANUBHUTI
4. Mr. Abhishek Bhattacharya Manager, IHUB-ANUBHUTI
5. Mr. Pankaj Jain Jr. Manager, IHUB-ANUBHUTI

**Leave of Absence**

The following members could not attend the meeting due to their prior commitments and were granted leave of absence:

1. Dr. Ekta Kapoor Member
2. Dr. Narendra Ahuja Member
3. Dr. Abhay Karandikar Member
4. Mr. Ajai Chowdhry Member
5. Ms. Debajani Ghosh Member
6. Dr. Venkat Padmanabhan Member

Dr. Ranjan Bose welcomed all present to the 6th HGB meeting.

**The following points were addressed during the meeting:**

 The following updates were given to HGB members:

* 1. Action items of the previous HGB meeting.
	2. Research Projects
	3. Progress of Medical Cobotics Center (MCC) & Office space development
	4. Space layout for iHub-Anubhuti
	5. Startup Programs
	6. Skill development and other activities
	7. Upcoming events
	8. The financial status of iHub-Anubhuti

 Summary of the discussion on different points is given below -

1. Previous HGB meeting action items

Mr. Saurabh Chaubey updated the HGB member on the following action items of the previous HGB meeting:

1. As suggested in the previous HGB meeting, iHub-Anubhuti has started the formation of a Business Development team. The recruitment process for the Head (Business Development) is in progress. The plan is to build a team of three (03) members who will look after all the activities related to Business development.
2. As per the advice of the HGB members, the iHub-Anubhuti team under the guidance of iHub’s Adviser (Mr. Anupam Saronwala) had discussed with the four (04) PIs who started to develop technology to understand the stage and future road map of the technology and also discussed with two (02) supported startups to understand their requirements, current status and to provide guidance.
3. iHub-Anubhuti reached out Ministry of Rural Development and the Department of Telecom for MoU to develop technologies to solve their problems.
4. As suggested in the last HGB meeting, iHub-Anubhuti is working on outreach as well. Currently, iHub-Anubhuti reached out to 7000+ innovation councils across India, from which 15+ institutes have shown interest to partner with iHub-Anubhuti. The MoU signing process with these institutes is in process.
5. The annual review of the Research projects has been done by Project progress monitoring committee.
6. Research Projects

Mr. Saurabh Chaubey updated the HGB members on the annual review of the research projects by Project Progress Review Committee. Committee categorised the projects into three (03) categories based on the progress submitted till December 2022 by them – Satisfactory, Average, and Poor.

Committee directed the next steps for all three (03) categories in the following manner:

1. Thirteen (13) projects are in Satisfactory Category and will receive second-year funding as per the submitted plan.
2. Five (05) projects are in Average Category and will need to increase their efforts for the continuance of projects. Second-year funds will be provided only after they upgrade to the “Satisfactory” category during a second review meeting in March 2023.
3. Ten (10) projects are in Poor Category as they have not delivered outcomes and are poor in terms of execution. The plan is to give them a timeline of March 2023 to make significant progress, otherwise, the project will be discontinued.

On the question of Dr. Manish Gupta, Mr. Saurabh Chaubey explained the parameters while reviewing the projects, which are as follows:

* The projects delivered output in form of publication or technology development are considered as the Satisfactory category.
* The projects which are in process of publication or technology development are considered the Average category.
* The projects that have not delivered any output were considered in the Poor category.

In answer to Prof. Ranjan Bose, Mr. Saurabh Chaubey described the process of the Annual review of the research projects and the members of the committee to HGB members. The process defined by him are as follows:

* iHub-Anubhuti’s team collects data every month from PIs and in September’ 2022 iHub-Anubhuti’s team asked the PIs to submit an annual progress report presentation for the annual review.
* The members of Project Progress Review Committee were the CEO, iHub-Anubhuti, PD(s), iHub-Anubhuti, and an External expert (IIT Kharagpur) who reviewed the projects in terms of their progress.

Comment(s) by Dr. Manish Gupta

Dr. Manish Gupta suggested that the iHub-Anubhuti need to focus on developing one (01) or two (02) impactful technologies rather than some mediocre technologies.

Comment(s) by Dr. Ranjan Bose

iHub-Anubhuti need to highlight some two (02) or three (03) impactful development that took place over a period of time.

1. Progress of MCC and Office space

Mr. Saurabh Chaubey briefed HGB members about the future roadmap with tentative timelines for the work of MCC and office space for iHub-Anubhuti. He also presented some concept images for the office space.

1. Update on Startup programs

Mr. Saurabh Chaubey updated the HGB members about the supported startups and a discussion was held with them along with Mr. Anupam Saronwala to discuss the future road map and to develop new business development technologies in future with the startup programs as well.

He described the achievements of the startups to the HGB members.

* Mr. Anupam Saronwala debrief HGB members about the discussions held with the startups.
* He also informed HGB members that iHub-Anubhuti had shortlisted seven (07) more startups through the Anubhav Seed funding program under CPS-Seed Support System for selection consideration to Investment Committee.

Mr. Saurabh Chaubey also debriefed about the CPS-Entrepreneur In Residence (EIR) program and its current status of it. He explained that EIR recipients can take technology development through research projects for commercialisation.

1. Skill development and Other activities

Mr. Saurabh Chaubey updated the following skill development programs and other activities to HGB members.

1. iHub-Anubhuti organised a “Hands-on workshop on Python libraries for Machine learning” which forms the fundamentals for applications in Cognitive Computing in collaboration with the SBILab, Department of ECE.
2. Webinar on “A 360-degree review on ChatGPT” organised by iHub-Anubhuti.
3. Workshop on the Center for Computational Gastronomy, IIIT-Delhi was hosted by one of the PI, Dr. Ganesh Bagler. The iHub-Anubhuti team gave inputs to make the centre innovation and entrepreneurship-focused.
4. iHub-Anubhuti supported IIIT-Delhi’s on-campus hackathon Anveshan 2.0.
5. Update on Upcoming events

Mr. Saurabh Chaubey updated HGB members about the following upcoming events, which are as follows:

1. iHub-Anubhuti is co-hosting North India Startup Summit with Headstart Network Foundation on Feb. 04th, 2023, which is expected to get the participation of 300+ founders, 40+ Investors and 50+ Startup mentors.
2. iHub-Anubhuti will be hosting a webinar on the “Role of Cognitive Computing to transform hiring process” on Feb 17th.
3. NEN Startup Roadshow for Student Entrepreneurs on 25th Feb.

In answer to Dr. Uday Desai, Mr. Saurabh Chaubey informed to all HGB members that in the North India Startup Summit, iHub-Anubhuti covering Delhi, Punjab Himachal Pradesh, and Uttarakhand. iHub-Anubhuti will give a platform for startups to showcase their products and can interact with Investors.

1. The financial status of iHub-Anubhuti

Mr. Saurabh Chaubey updated to HGB members about the financial status of the iHub-Anubhuti. He gave the total expenses incurred by iHub-Anubhuti.

In answer to Dr. Uday Desai, Mr. Saurabh Chaubey also updated the HGB members about the funds asked and their uses for this financial year.

Comment(s) by Dr. Pushpendra Singh

As we have a complete list of equipment for the projects as well as for the lab of iHub-Anubhuti that are important items and no need to tendering for it as it will be a repeat order.

Comment(s) by Mr. Saurabh Chaubey

We had shortlisted at least seven (07) startups in which iHub-Anubhuti may invest for which iHub-Anubhuti will require recurring funds and can be spent within this financial year only.

Comment(s) by Dr. Uday Desai

In answer to Mr. Saurabh Chaubey that iHub-Anubhuti is investing in startups in the form of Equity, CCPS, CCD, or Convertible notes. Dr. Uday Desai commented the following:

1. iHub-Anubhuti should seek clarity from DST that whether iHub-Anubhuti can make investments in startups in form of equity or debt instruments.

Other update(s) by Dr. Pushpendra Singh

* On the mental health side, Dr. Pushpendra Singh met several organizations including Path foundation. iHub-Anubhuti are working to onboard them as a partner and iHub-Anubhuti will provide them with technical support.
* He met with Dr. Kaushik from AIIMS Delhi as well, he required a platform to repository the mental health data then he can help iHub-Anubhuti to convince the 40-50 colleges to bring their data on our platform.

Other Comment(s) by Dr. Uday Desai

* Each Hub needs to show at least one (huge) impactful success to become sustainable.
* iHub-Anubhuti needs to encourage startups by IIITD’s faculty/ students.
* iHub-Anubhuti needs to grab the opportunity to develop the platform for the AIIMS as soon as possible and that platform can be used in multiple ways in future as well.
1. The following items are discussed as Action items:
2. iHub-Anubhuti need to seek clarity from DST about investment in startups.
3. iHub-Anubhuti need to showcase the top two (02) or three (03) impactful bold development or initiatives that took place.

The meeting ended with thanks by the Chairman.

For and on behalf of

IHUB ANUBHUTI-IIITD FOUNDATION

(Saurabh Chaubey)