



Visvesvaraya Technological University
TEQIP CELL

**Visvesvaraya Technological University, Belagavi,
Karnataka**



Technical Education Quality Improvement Program

**Minutes of 7th Board of Governors Meeting
held on 16th June 2020 at 12.30pm at
VC's Conference Hall**



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Visvesvaraya Technological University
“Jnana Sangam”, Belagavi-18
TEQIP Cell

7th Board of Governance

Date: 16.06.2020

Time: 12:30 p.m.

Venue: VC's Conference Hall

AGENDA

1. Confirmation of minutes 6th BOG meeting held on 26.12.2019
2. Action Taken Report on the decisions taken in 6th BOG meeting
3. Approval for planned expenses towards Q-II (2020-21)
4. E-exhibition of Avishkar Projects
5. E-content development to improve employability
6. Change of mode for staff training
7. E-content creation for remedial classes
8. Building awareness on sexual harassment at work place
9. Webinar for women safety
10. Any other matter with permission of the Chair.



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Minutes of 7th Board of Governors Meeting

Date and Time: 16th June 2020 at 12.30 pm

Venue: VC's Conference Hall

Members present:

1. Prof. Karisiddappa, Hon'ble Vice Chancellor, VTU, Belagavi.
2. Prof. A. S. Deshpande, Registrar, VTU, Belagavi.
3. Er. Anand.B. Havannavar, Member of Executive Council, VTU, Belagavi.
4. Prof. N. C. Shivprakash, IISc Bengaluru, TEQIP Mentor for University
5. Smt. M. A. Sapna, Finance Officer, VTU, Belagavi.
6. Dr. Nagaraj Patil, EMF Co-ordinator, VTU, Belagavi.
7. Mr. M. Raghunath, TEQIP Nodal Officer Procurement, VTU, Belagavi.
8. Dr. Meghana Kulkarni, TEQIP Nodal Officer Academic, VTU, Belagavi.
9. Assistant Professor, Sattogouda Patil, EAP Co-ordinator, VTU, Belagavi
10. Dr. Dinesh Rangappa, Twinning Program Co-ordinator, VTU, Mudelahalli
11. Prof. S. L. Deshpande, TEQIP Co-ordinator, VTU, Belagavi

Meeting start with the welcome note by The Registrar Prof. Anand.S. Deshpande. Introduced new BOG member Er. Anand .B.Havannavar and He presented the details of the ongoing activities before the Committee. Committee appreciated the progress made by the TEQIP Cell.



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Agenda 7.1: Confirmation of minutes of 6th BOG meeting held on 26th December 2019.

The minutes were prepared and circulated amongst all the members. Also, the suggestions were incorporated.

Resolution: The Committee resolved to confirm the minutes of 6th BOG meeting held on 26th December 2019.

Agenda 7.2: Action Taken Report (ATR) on the decisions taken in 6th BOG meeting.

The Action Taken Report against each decision was presented by the TEQIP Coordinator. The details are given in Annexure-I.

Resolution: The Committee approved the ATR on the decisions taken in 6th BOG meeting.

Agenda 7.3: Approval for planned expenses towards Q-II (2020-21)

Quarter-II Estimation: - With the request to prepare in advance, a statement showing the breakup of scheme outlays according to Heads and send copies thereof to the committee, corrections considered necessary after approval of scheme outlay may be advised immediately on receipt of intimation thereof the approved scheme provisions with which the individual committee concerned may please be intimated to NPIU & SPIU.

Resolution: The Committee opined that, in order to get the best results, 100% approved amount is to be released and to be credited in to principal's account within stipulated time.



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Agenda 7.4: E-Exhibition of AVISHKAR Projects

As per the earlier announcements, final evaluations of selected projects were supposed to be held during the month of April - May 2020. Due to the prevailing lockdown Restrictions in the country to contain the COVID-19 pandemic, it is uncertain to conduct. In this Connection, TEQIP Cell proposed evaluation of the projects online as per following guidelines.

Guideliness:

- The YOUTUBE channel shall be created.
- The received Project Videos shall be uploaded on the YOUTUBE and the link shall be shared to all the Colleges.
- Also, E-Inauguration of the Exhibition shall be arranged
- The winners shall be announced at the same E-function (3-prizes under general and 3-prizes under EAP).

Resolution: The Committee approved for same.

Agenda 7.5: E-content development to improve employability

With the rapid growth of digital technology and rise in virtual learning centers offering online courses and degrees to students, E-Learning has gained a vital role to play in future as a class room teaching tool and self-study platform for skill development. In view of this TEQIP Cell proposed for E-content development to improve employability

Proposed Guidelines:

- Proposals shall be invited from the Faculty of VTU PG Centers/Constituent Colleges/Affiliated Colleges for industry development of the E-Content.



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- The Committee shall be nominated to scrutinize the proposals.
- Duration of all videos together shall be minimum of 5-Hours and maximum of 10-Hours for each title.
- The proposed remuneration per hour shall be Rs 1000/- for all the resource Persons.
Total budget: 50 proposals x Rs. 1000/- x 10 hours = Rs. 5 Lakhs.
- The shortlisted faculty shall develop the E-content and share with the TEQIP Cell.
- These videos shall be uploaded through VTU E-learning Centre.

Resolution: The Committee approved for the E-content Development.

Agenda 7.6: Change of mode for staff training

Total 13 Colleges are selected for Non-teaching staff training in that 3 workshops are conducted
And Remaining colleges are not conducted due to COVID-19 outbreak.

Resolution: The Committee resolved that Remaining Workshops need to be conducted via online platform.

Agenda 7.7: E-content creation for remedial classes

E-Content creation exclusively focused on prospective students attending remedial classes.

Resolution: The Committee Resolved that senior faculty will be chosen by BOS (board of studies) for selected subjects where the results are poor, a video lecturer would be recorded by the chosen faculty for 5 to 10 hours and the same would be uploaded on the university website elearning.vtu.ac.in under the head remedial class.

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Agenda 7.8: Building awareness on sexual harassment at work place

Creating awareness on sexual harassment at work place Anti-harassment policies explain what harassment is, tell all employees that harassment will not be tolerated, and set out how employers and employees should respond to incidents of harassment. Anti-harassment policies should also set forth a detailed mechanism by which employees can make complaints when sexual harassment occurs

Resolution: The Committee resolved that to start campaign in the affiliated institutes and campus

Agenda 7.9: Webinar for women safety

Webinar on women's safety will be organized in the month of July 2020

Resolution: The Committee resolved that the university should conduct various activities like creation of creative art work and webinar.

Agenda 7.10: Any other matter with permission of the Chair

7.10.1 Procurement: - The VTU-TEQIP-III Nodal Officer (Procurement) informed the committee that purchase orders amounting to Rs. 2,90,65,197.00 (Inclusive of GST) have been issued for all the seventeen packages initiated through PMSS. Sixteen packages worth of Rs. 2, 49, 70,197.00 (Inclusive of GST) have been completed satisfactorily and payments have been made through PFMS. However delivery was not completed for only one package vide PMSS Package No: TEQIP-III/2019/KA/vtuk/32 (Robotic Equipment's) amounting to Rs. 40, 95,000.00 (Inclusive of GST) due lockdown of the country on account of COVID-19 pandemic. Now considering the facts that the vendor is belongs to MSME and restriction for the movement of people due to uncertain lockdown situation in Tamilnadu, the committee may consider to release part payment on delivery and the remaining amount after installation, training and satisfactory working within the TEQIP-III project period.

Resolution: The Committee resolved that 60% of PO amount may be released on delivery of all the Robotic equipment's; and the remaining 40% after installation, training and satisfactory working of the same. Accordingly the NPIU, New-Delhi may be requested to change the payment terms and conditions in PMSS for further action.

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7.10.2: Workshop Billing: - Pending bills of FDP, NBA and Lab Instructor are under process.

Resolution: The Committee resolved that all bills should be settled before August 2020.

7.10.2: Remuneration/Honorarium/Seating Fees:- For online workshops, Meeting and scrutiny the Honorarium will be same as per TEQIP norms Offline.

Resolution: The Committee Approved for same.

Meeting was adjourned with the thank note by TEQIP Coordinator Prof. S. L. Deshpande

TEQIP Coordinator:

Registrar:

Hon'ble Vice Chancellor:



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Annexure - I

Agenda No.	Minutes of Meeting	Action Taken
3.	<ul style="list-style-type: none">In order to get the best results of Competitive Research Funding, 100% approved amount is to be released and to be credited in the Lead Principal's Account. But, as per accounting rules, the advance amount taken is to be settled within one month of its release, the committee also approved that the settlement of advance from the respective colleges shall be obtained from 31.07.2020 to 10.08.2020, along with Utilization Certificate and Expenditure Statement duly signed by respective Investigators, Co-investigators and Principal of Lead Institution.	<ul style="list-style-type: none">100% approved amount is credited to the respective Lead Principal's Account on 17.01.2020Investigators are asking for extension because of this Lockdown (COVID-19 virus).Minimum of 50% bills shall be submitted by June 30th 2020 along with Utilization Certificate and Expenditure Statement.
4, 5 & 6	<p>The Committee ratified the proposal to provide Financial Assistance of Rs. 5000/- to the Principal of the College for each selected group through TEQIP funding towards the project expenses. It is resolved that, immediately after incurring expenditure, the Utilization Certificate along with the statement of expenditure, duly signed by the Project Guide, HoD and Principal is to be submitted to the TEQIP Cell. Also, Committee approved the additional assistance of Rs. 5,000/- towards the Registration Fees for Presenting/Publishing in the Conference to each selected team. A total amount of Rs. 27,50,000/- towards the release was also approved by the Committee.</p>	<ul style="list-style-type: none">Form 132 projects 80 projects (40 General & 40 EAP) have been selected for final round of "AVISHKAR" Project along with the Project ID.The approval has been taken for the shortlisted projects as project team shall prepare the 30min video, which shall include 15min PPT & 15min demonstration. After this project team members should share their video through a Google From.Shortlisted project video will be shared with the nominated experts for the final selection.About video recording submission the circular has sent to participating colleges on 01.06.2020.



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	<ul style="list-style-type: none">• The total expenditure of Rs. 1,64,51,570/- already incurred and approve the remaining amount of Rs. 1,26,13,827/- likely to be incurred as per the Purchase Order issued on or before 31st March' 2020 vide Annexure-2 and Annexure-3.	<ul style="list-style-type: none">• One payment of Robot is under process i.e. Rs. 42L
	<ul style="list-style-type: none">• Any other matter:• The amount of Rs. 5,00,000/- towards Vice-Chancellor's Conclave. Also, suggested that, this would help in Management Capacity Building of the University through sharing rich experiences.• The Financial Assistance of Rs. 1,50,000/- towards Prabuddha Bharat Shikharam 2019 under EAP activity from TEQIP and obtain the Utilization Certificate from Organization.• Sanction the amount for solid waste compost pit of Rs. 7,00,000/-.• Organize many more activities under EAP• The financial assistance for International Conference to be held at VTU Belagavi under TEQIP, subjected to availability of the funds.• The Financial Grant for organizing Industry Conclave, subjected to availability of the funds.• The amount cannot be rectified in PFMS, rectification could be done in TEQIP Accounting. The Committee resolved that Journal Voucher could be passed in the Financial Accounting and expenditure of the Laptop Bags could be reflected under Academic head of Account.	<ul style="list-style-type: none">• The amount has been transferred on 18.01.2020 of Rs. 5,00,000/-• The amount has been transferred on 10.01.2020 of Rs.1,50,000/-• Expenditure worth of Rs 80000/- is done for an purchase of minor equipment and accesories• "AVISHKAR" Project is under process.• Due to COVID-19, the Conference has been postpone till further notice.• 4 Impact workshops as to be conducted from Sept 20 in 4 regional center for all the affiliated institutes.• About this mismatch, we have mail to NPIU & SPIU on 08.06.2020.