



# Visvesvaraya Technological University TEQIP CELL

## 10<sup>th</sup> Mentor's Meeting

Date: 28.07.2020

Time: 02:00 p.m.

## Through online Meet

### AGENDA

1. Confirmation of minutes of the previous Mentor's Meeting.
2. Action taken report on the previous meeting.
3. TEQIP coordinator- Overall Presentation of TEQIP In line with Performance Audit.
4. Procurement Nodal Officer-Status of all the Packages.
5. Academic Nodal officer-Activities conducted. Status of all Programs parameters.
6. Finance officer- Expenses under each head.
7. EAP-Year wise expenses & Program Conducted.
8. EMF-Parameters lead done by NPIU & its Compliance.
9. Twining Activities.
10. Any other matter with the permission of the chair



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**Minutes of 10<sup>th</sup> Mentor Meeting held on 28-07-2020 at 2.00 pm through Jnanasamvada video Conference platform, VTU Belagavi.**

The following members were present.

1. The Hon'ble Vice Chancellor, VTU Belagavi.
2. The Registrar, VTU, Belagavi.
3. The Finance Officer & TEQIP Nodal Officer Finance, VTU, Belagavi.
4. Dr. N.C. Shiva Prakash, IISc, Bengaluru, TEQIP Mentor.
5. Dr. Meghana Kulkarni, TEQIP Nodal Officer Academic, VTU, Belagavi.
6. Dr. Nagaraj Patil, Environmental Co-coordinator, VTU, Belagavi.
7. Sri. M. Raghunath, TEQIP Nodal Officer Procurement VTU, Belagavi.
8. Dr. S. L. Deshpande, TEQIP Coordinator, VTU, Belagavi.
9. Sri.Sathegouda Patil- EAP Nodal officer.

Prof. S. L. Deshpande, TEQIP Coordinator, welcomed the members to the meeting.

## **Agenda 1: Confirmation of the minutes of the previous mentor's meeting**

The previous mentor's meeting held on 12-02-2020 & the minutes were approved by the members.

**Discussion:** The minutes were prepared and circulated amongst all the members, also the suggestions were incorporated.

**Resolution:** The committee resolved to confirm the minutes of 9<sup>th</sup> mentor meeting held on 12-02-2020.

## **Agenda 2: Action taken report on the previous meeting.**

### **Action Taken Report (9<sup>th</sup> Mentor Meeting)**

**Discussion:** The action taken report against each decision was presented by the TEQIP Coordinator, the details are given in Annexure-I



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### Annexure-I

Agenda No.	Minutes of Meeting	Action Taken
3	<ul style="list-style-type: none"><li>The Circular shall be sent to all the colleges which have not furnished the bills past 30 days from the date of TEQIP Sponsored Program.</li><li>Approved Programs which were not conducted even after repeated follow up can be cancelled; Circular shall be sent</li></ul>	<ul style="list-style-type: none"><li>Circular has been sent to submit the pending bills to the colleges on 25.02.2020 and received all bills</li><li>Regarding the cancellation of workshop the circular has been circulated on 25.02.2020</li></ul>
4	<ul style="list-style-type: none"><li>The pending Robotics packages should be completed before 29<sup>th</sup> Feb 2020.</li></ul>	<ul style="list-style-type: none"><li>Payment of Robotics is under process.</li></ul>
5	<ul style="list-style-type: none"><li>Workshop billing should be cleared &amp; Teqip staff shall be deputed to the respective colleges in the region to speed up the process in clearing the bills.</li></ul>	<ul style="list-style-type: none"><li>FDP Workshop – From 55 workshop 8 has been cancelled, 44 Workshop Payment is done, 1 is under payment process &amp; only 2 are pending (Waiting for Original Documents)</li><li>NBA Workshop – From 20 workshop 9 workshop payment is done, 3 are under payment process, 4 are under approval Process, 2 waiting for document &amp; 2 are return.</li><li>Staff Training – From 13 workshop 3 has been conducted Offline &amp; payment done, among 10 - 5 has been scheduled through online mode and remaining 5 are not received any mail.</li><li>Avishkar Project – Payment is under Process of Ticket &amp; Project amount.</li></ul>
6	<ul style="list-style-type: none"><li>IOC Rs.18.00 Lakhs to be reserved and move rest of the funds to other heads.</li></ul>	<ul style="list-style-type: none"><li>It's already completed.</li></ul>
7	<ul style="list-style-type: none"><li>Identify Poor Result background one college and conduct remedial classes in the same college by the same college faculty, Respective College shall decide program date and time.</li></ul>	<ul style="list-style-type: none"><li>Due to Covid-19, Lockdown Remedial classes has been cancelled.</li></ul>
8	<ul style="list-style-type: none"><li>EMF Workshop to be conducted at VTU Campus for affiliated colleges.</li></ul>	<ul style="list-style-type: none"><li>Due to Lockdown EMF workshop is under process.</li></ul>
9	<ul style="list-style-type: none"><li>20<sup>th</sup> march to 30<sup>th</sup> march 2020 twining Program to be organized at Bhubaneswar. 1<sup>st</sup> week of March 2020 a pre visit to be done for the same.</li></ul>	<ul style="list-style-type: none"><li>Due to Lockdown the Twining Activities has under process</li></ul>
10	<ul style="list-style-type: none"><li>AAA Committee to be formed, SSR Submission to be completed by 31<sup>st</sup> March 2020.</li></ul>	<ul style="list-style-type: none"><li>The Amount is credited to NAAC for its fees.</li></ul>



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**Resolution:** The committee approved the ATR on the decision taken in the 9<sup>th</sup> mentor meeting.

### **Agenda 3: TEQIP coordinator-Overall Presentation TEQIP in line with Performance**

#### **Audit.**

**Discussion:** As per M-32 the list of expenditures incurred were produced in front of committee in the following manner.

Academic	2,62,22,096/-
Procurement	2,58,32,784/-
IOC	39,65.408/-
TOTAL	5,68,57,287/-

**Resolution:** The committee resolved that remaining workshop need to be conducted via online platform.

### **Agenda 4: Procurement Nodal Officer status of all packages.**

**Discussion:** The Nodal Officer for Procurement informed the committee that out of total 17 packages initiated through PMSS 16 packages have been completed in all respects including payment; and file is initiated for payment in respect remaining 1 package which will be completed within the stipulated project period.

**Resolution:** Committee resolved that all the payments should be completed before 31<sup>ST</sup> august 2020; and, in case of shortage fund in the head of procurement, the committee approved to reappropriate from the available fund under the head of IOC.



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### **Agenda 5: Academic Nodal Officer-Activities conducted. Status of all program**

**Discussion:** E-Exhibition of Avishkar project characterized as general and EAP received video of presentation and demonstration, scrutiny is carried out by VTU Professors, and some of evaluation report already received and few of them are pending.

E-content for employability skill training proposal are invited through circular and we have received 41 responses.

The action taken for E-exhibition/competition

- The you tube channel Avishkar project exhibition is created
- The received project videos shall be upload on the channel and link shall be shared to all colleges.
- E-Inauguration of the exhibition shall be arranged.
- The winners will be announced as the E-function 3 prizes under General and 3 prizes under EAP

**Resolution:** Committee resolved that everything should be settled before 31 august 2020 and regarding scrutiny of E-content committee is to be framed to evaluate the proposals

### **Agenda 6: Finance Nodal Officer-Expenses under each head.**

**Discussion:** As per the PFMS M32 report the Cumulative expenditure since inception till 28 July 2020 is Rs 5.68 Crores/-

**Resolution:** The committee resolved that in view of COVID 19, the scanned copies of bills maybe submitted by colleges to facilitate processing of files. However, original bills maybe posted by respective colleges so as to reach VTU at the time of making payment.

### **Agenda 7: EAP Nodal Officer-Year wise expenses and program conducted.**

**Discussion:** Due to COVID-19 Remedial classes are not conducted but committee suggested to organize webinars on the topic of Women safety, women empowerment and gendering sanitization, E-content creation for remedial classes will be scrutinized and uploaded in website.



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**Resolution:** The Committee resolved that identifying weaker section subjects and plan for remedial classes through online.

### **Agenda 8: EMF Coordinator-Parameters lead done by NPIU and its Compliance.**

**Discussion:** Automatic weather section is installed in campus to measure parameters like rainfall, temperature, wind speed etc. House hold survey of four adopted villages is carried out.

**Resolution:** The Committee approved for the same.

### **Agenda 9: Twinning Coordinator-Twinning Activities**

**Discussion:** All twinning activities are planned to conduct online.

**Resolution:** The Committee approved for the same.

### **Agenda 10: Any other matter with the Permission of the chair.**


**Discussion:** Total 19 Colleges are in Autonomous status out of which three colleges gained autonomous status in this year, Next 2 year future plan shall be explained to committee, webinar should be arranged by TEQIP for online learning and Examination reforms.


**Resolution:** The Committee suggested to plan for various webinars that should help for students and Faculty members to improve skills.



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The Meeting ended with vote of thanks from Dr. S. L. Deshpande

TEQIP Coordinator:  07/8/2020

Registrar:  07/8/2020

The Hon'ble Vice Chancellor:  11-8-2020

19 AUG 2020  
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