

	अंडमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION डॉ. भीमराव अंबेडकर प्रौद्योगिकी संस्थान Dr. B.R. AMBEDKAR INSTITUTE OF TECHNOLOGY (NAAC ACCREDITED) पहाड गॉव पोर्ट ब्लेयर अंडमान तथा निकोबार द्वीप समूह PAHARGAON, PORT BLAIR- 744103 ANDAMAN & NICOBAR ISLANDS Proceeding of 5th meeting of BoG held on 9th September, 2019	
Date: 9th September 2019 Time: 9.00am Venue: Mini Conference Hall, DBRAIT, Port Blair		

The meeting of the 5th Board of Governors was held on 9th September, 2019 at 09.00 am, Mini Conference Hall, 2nd Floor, Administrative Block, BRAIT

The following were present:

- | | |
|------------------------------|---|
| 1. Prof. K. K. Aggarwal | Chairman |
| 2. Prof Ajoy Kumar Ray | Member |
| 3. Prof. N.C Shivaprakash | Special Invitee, Performance Auditor of Mentor Institute, NIT Trichy |
| 4. Prof M. Umapathy | Special Invitee, Representative of Director NITT through Video Conference |
| 5. Shri. Kamlesh Kumar | JS (Hr. Edn), A & N Administration |
| 6. Shri Ahmed Badat | Member, (Representative from ACCI) |
| 7. Dr. Utpal Sharma | Member |
| 8. Dr. V Alagusundaram | Faculty Member, Diploma Programme |
| 9. Shri. Harshabardhan Barik | Faculty Member, BTech Programme |
| 10. Smti Suraj Moli V S | Member Secretary, (Dean Academics, BRAIT) |

Leave of Absence:

- | | |
|--------------------------------------|---|
| 1. Director, MHRD | : Member (the comments on each of the agenda item have been received by mail dated 6 th Sept 2019) |
| 2. Ms. Nita Karmakar | : Member, (Representative from CII) |
| 3. Nominee of Pondicherry University | : Member |
| 4. Nominee of MSBTE | : Member |
| 5. Regional Officer AICTE | : Member |

At the outset Chairman welcomed all the members which was followed by the discussion on each of the agenda point.

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Date: 9th September 2019 Venue: Mini Conference Hall, DBRAIT, Port Blair		Time: 9.00am

1.0 Action Taken on earlier proceedings:

1.1 Confirmation of proceedings of the 4th meeting of the Board of Governors held on 6th June 2019.

Proceedings of the 4th meeting of the Board of Governors (BoG) held on 06.06.2019 were circulated to the members. No comments have been received.

Decision:

The proceedings of 4th BoG are confirmed.

1.2 Action Taken Report on the proceeding of 4th meeting of the Board of Governors held on 6th June 2019.

Action Taken Report (ATR) on the proceedings of the 4th meeting of the Board of Governors(BoG) is given in **Annexure - I** (page no.12 to 15)

Decision:

BoG noted the Action Taken Report.

2.0 Approval Items

2.1 Approval of the minutes of Standing Finance Committee (SFC) related to procurement of Equipments under TEQIP

Proposal: Procurement of Equipments for Civil Engineering Department and Electronics Engineering Department through National Competitive Bidding as per TEQIP-III guidelines was placed before the SFC.

	अंडमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION डॉ. भीमराव अंबेडकर प्रौद्योगिकी संस्थान Dr. B.R. AMBEDKAR INSTITUTE OF TECHNOLOGY (NAAC ACCREDITED) पहाड गॉव पोर्ट ब्लेयर अंडमान तथा निकोबार द्वीप समूह PAHARGAON, PORT BLAIR- 744103 ANDAMAN & NICOBAR ISLANDS Proceeding of 5th meeting of BoG held on 9th September, 2019	
Date: 9th September 2019 Time: 9.00am Venue: Mini Conference Hall, DBRAIT, Port Blair		

The Detailed minutes of Standing Finance Committee was placed before the BoG.

Decision

- During the discussion the Chairman of Standing Finance Committee (SFC) stated that the proposal placed before the SFC requires detailed scrutiny which could not be carried out in the first meeting due to paucity of time.
- The BoG resolved that the Standing Finance Committee shall meet again at the earliest and carry out detailed package/Item wise scrutiny of all the proposal related to the procurement of equipment through NCB for which bid process management have been completed.
- The BoG also resolved that the Chairman of the BoG is empowered to approve the recommendation of the Standing Finance Committee on behalf of BoG, the same shall be ratified in the next BoG meeting.

2.2 Approval for engaging Project Officer under TEQIP-III

The BoG was appraised that as per the TEQIP-III implementation plan every state has a State Project Implementation Unit (SPIU) with dedicated team. However, being single institute in our territory no SPIU was created. The project is now in its peak in terms of Procurement and achieving other deliverables of the project. It is felt desirable that a Project Officer be appointed to follow-up with various agencies for speedy implementation.



अंडमान तथा निकोबार प्रशासन
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Proceeding of 5th meeting of BoG held on 9th September, 2019

Date: 9th September 2019

Time: 9.00am

Venue: Mini Conference Hall, DBRAIT, Port Blair

The suggested qualification and emoluments for the proposed post of Project Officer is given hereunder:

Name of the Post	Project Officer
Mode of Appointment	On Contractual Basis Period: 1 Year (Co-terminus with the Project)
Educational Qualification and Experience	a. Master Degree in Engineering / Technology OR Degree in Engineering with MBA b. 05 year experience in design, planning, training, monitoring and evaluation of Project preferably in externally aided Projects of World Bank/ National/ State Level Government project c. Implementation and handling of Management Information System (MIS). d. Working knowledge and experience in any of the software system related to Direct Fund transfer system is desirable.
Age	Should not exceed 50 years
Consolidated Remuneration	Rs. 70,000/- per month
Duties & Responsibility	a. General administration of TEQIP-III Project b. Looking after work related to Procurement, Finance & Academic c. Coordinating meetings with Institute Project Direct/ TEQIP Coordinator/A&N Administration d. Monitoring of expenditure, audit and internal checks and accounting controls etc. e. Follow up with NPIU for release of Additional Central Assistance f. Monitoring monthly financial progress g. Preparing quarterly Financial Management reports h. Organizing Training/ Workshop i. Assist in all TEQIP-III related work assigned by the superiors

	अंडमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION डॉ. भीमराव अंबेडकर प्रौद्योगिकी संस्थान Dr. B.R. AMBEDKAR INSTITUTE OF TECHNOLOGY (NAAC ACCREDITED) पहाड गॉव पोर्ट ब्लेयर अंडमान तथा निकोबार द्वीप समूह PAHARGAON, PORT BLAIR- 744103 ANDAMAN & NICOBAR ISLANDS Proceeding of 5th meeting of BoG held on 9th September, 2019	
Date: 9th September 2019 Time: 9.00am Venue: Mini Conference Hall, DBRAIT, Port Blair		

Decision:

BoG approved the above proposal with the following observation:

- The consolidated remuneration may be indicated in the range of Rs.70,000/- to Rs. 1,00,000/- per month. The exact emolument shall be decided by the selection committee depending on the candidate qualification, experience and performance in the interview.
- The expenditure towards the salary shall be met from the incremental operating cost of TEQIP fund.

3.0 Ratification

3.1 Ratification of the decision taken by the Chairman BoG.

Following decisions were taken by the Chairman and the same may be ratified by the BoG:

- a. Initiating Procurement process for procurement of 202 Computers as per TEQIP-III procurement guidelines.
- b. Sponsoring Principal, DBRAIT to attend Inspirational Leadership Management Development Program based on Bhagavad Gita organized by IIM, Bangalore.

Decision:

The BoG ratified the above proposals.

4.0 Reporting /Discussion Items

4.1 Discussion on the observation / recommendation of two sub committees constituted.

In the 2nd BoG meeting two Sub-Committees were constituted to study following 02 major issues and suggest remedial measures:

1. Low percentage of passing out (right first time)
2. Low campus placement of students

	अंडमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION डॉ. भीमराव अंबेडकर प्रौद्योगिकी संस्थान Dr. B.R. AMBEDKAR INSTITUTE OF TECHNOLOGY (NAAC ACCREDITED) पहाड गॉव पोर्ट ब्लेयर अंडमान तथा निकोबार द्वीप समूह PAHARGAON, PORT BLAIR- 744103 ANDAMAN & NICOBAR ISLANDS Proceeding of 5th meeting of BoG held on 9th September, 2019	
Date: 9th September 2019 Venue: Mini Conference Hall, DBRAIT, Port Blair	Time: 9.00am	

The committee carried out detailed study and submitted the report. The synopsis of the report shall be placed before the BoG.

The BoG was appraised that the Academic Sub Committee met on 8th September 2019 to discuss the draft report and inputs from all the members were obtained which will be incorporated in the report thereafter it will be sent to other members of the sub-committee.

The BoG was also appraised the placement sub-committee prepared the draft report submitted to Chairman on 8th Sept 2019 for comments.

Decision:

BoG resolved that the report may be finalized in consultation with all the committee members' stake holders and shared with all the BoG members within 4 to 6 weeks.

BoG also suggested that the academic sub-committee may examine the possibility of supernumerary seats for attracting meritorious candidate from mainland which will bring in competitive spirit amongst the students of the islands.

4.2 Reply to the observation made by Pondicherry University

In the 4th BoG meeting held on 6th June 2019, the BoG was appraised that Pondicherry University had given conditional provisional affiliation subject to fulfillment of conditions. Further, on 19th July 2019 the Pondicherry University sent a communication stating that the affiliation for the year 2019-20 stands withdrawn. A detailed reply was sent to Pondicherry University is at **Annexure –II** (page no.16 to 19). The matter was taken up with Pondicherry University by A & N Administration.



अंडमान तथा निकोबार प्रशासन
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Proceeding of 5th meeting of BoG held on 9th September, 2019

Date: 9th September 2019

Time: 9.00am

Venue: Mini Conference Hall, DBRAIT, Port Blair

Decision:

The BoG observed that the reply sent to Pondicherry University was comprehensive and addresses the institute related issues raised by Pondicherry University.

4.3 Audit report of Mentor and Performance Auditor under TEQIP

- a. The BoG was appraised that the 2nd Performance Audit was carried out by Prof. Sudhir Kumar, MNIT from 22nd - 26th Aug 2019. We have carried out self-assessment for the current year and compared the score of critical parameters with last year performance and the same is as under:

Performance Audit Comparison		
MONITORING PARAMETERS	GRADE (2018)	GRADE (SELF) 2019
A. Effectiveness of funds utilized for the teaching, training, learning and research equipment, library, computers, etc. by Institutions	2.5	2
B. Improvement in Teaching, Learning and Research competence	2.2	1.5
C. Implementation of AICTE mandate	1.50	1.67
D. Increasing faculty productivity and motivation	2	1.2
E. Monitoring and Project Output/Outcome Parameters	2.50	2.29
F. Improved system efficiency, as demonstrated through	2.4	1
G. Twinning Activities	2.9	2.14
Total	2.27	1.69

	अंडमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION डॉ. भीमराव अंबेडकर प्रौद्योगिकी संस्थान Dr. B.R. AMBEDKAR INSTITUTE OF TECHNOLOGY (NAAC ACCREDITED) पहाड गॉव पोर्ट ब्लेयर अंडमान तथा निकोबार द्वीप समूह PAHARGAON, PORT BLAIR- 744103 ANDAMAN & NICOBAR ISLANDS Proceeding of 5th meeting of BoG held on 9th September, 2019	
Date: 9th September 2019 Time: 9.00am Venue: Mini Conference Hall, DBRAIT, Port Blair		

The detailed report is attached in **Annexure-III** (page no. 20 to 23).

The 2nd round of review by our Mentor Prof. Nithyanand Prabhu, IIT Bombay was carried out 15th -16th July 2019 for reviewing the progress of implementation of TEQIP project. The detailed report is attached in **Annexure-IV** (page no. 24 to 31).

Decision:

- The BoG noted the improvement made by the institute in some of the key parameters which has lead to improvement in the overall score from 2.27 to 1.69.
- The BoG suggested that it should be mentioned in the footnote of the table stating that the score of '3' indicates the lowest score while the '1' indicates the highest score.
- The BoG observed that the score related to twinning activities should be improved to 1.5 or below.

4.4 Report on the activities undertaken / planned to be taken up under twinning arrangement with NIT Trichy in next 6 months

The BoG was informed that in order to give impetus to the Twinning activities a revised Action Plan has been chalk out during the last visit of NIT-Trichy faculty / officials. The minutes of the meeting is attached in **Annexure-V** (page no. 32 to 37).

Decision

The BoG noted the Twinning Activities plan for the next 06 months and advised periodic monitoring to ensure the effectiveness.

	अंडमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION डॉ. भीमराव अंबेडकर प्रौद्योगिकी संस्थान Dr. B.R. AMBEDKAR INSTITUTE OF TECHNOLOGY (NAAC ACCREDITED) पहाड गॉव पोर्ट ब्लेयर अंडमान तथा निकोबार द्वीप समूह PAHARGAON, PORT BLAIR- 744103 ANDAMAN & NICOBAR ISLANDS Proceeding of 5th meeting of BoG held on 9th September, 2019	
Date: 9th September 2019 Time: 9.00am Venue: Mini Conference Hall, DBRAIT, Port Blair		

4.5 Status of recruitment for the post of Professor and Associate Professor under TEQIP

The BoG was informed that the vacancy notice for the post of Professor and Associate Professor was advertised in the National Daily in the month of June 2019 with the last date of submission as 25th June 2019. Since the number of application received were very less the last date was extended to 15th July 19. Against the post of Associate Professor 07 candidates submitted their application, out of which the application of 02 candidates were incomplete. There was no applicant for the post of Professor.

The vacancy notice was re-advertised on 21/08/2019 with last date of submission as 7th Sept 2019 the updated status shall be placed before the BoG.

The BoG was also informed that 3 applications for the post of Associate Professor (CSE) and 1 application for the post of Associate Professor (Civil) were found eligible.

Decision:

The BoG decided that the interview may be fixed within two weeks either in New Delhi or at Port Blair. It was also decided that the TEQIP shall explore the possibility of paying the TA/DA to the eligible candidates through TEQIP fund.

Alternatively interview may be organized near the candidates home town/present address to facilitate ease in attending the interview incase the payment of TA/DA is not permitted under TEQIP.

	अंडमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION डॉ. भीमराव अंबेडकर प्रौद्योगिकी संस्थान Dr. B.R. AMBEDKAR INSTITUTE OF TECHNOLOGY (NAAC ACCREDITED) पहाड गॉव पोर्ट ब्लेयर अंडमान तथा निकोबार द्वीप समूह PAHARGAON, PORT BLAIR- 744103 ANDAMAN & NICOBAR ISLANDS Proceeding of 5th meeting of BoG held on 9th September, 2019	
Date: 9th September 2019 Venue: Mini Conference Hall, DBRAIT, Port Blair	Time: 9.00am	

4.6 Report on approach for implementing 360° feedback

The A & N Administration has implemented AICTE pay scales. As per the AICTE notification dated March 2019 the assessment of the faculty member is required to be carried out by implementing 360° feedback system. The BoG was appraised on the suggested approach for developing the software for capturing the relevant details.

Decision:

The BoG noted the approach and suggested that inputs from all the faculty members may be obtained and the final approach for the software development may be shared.

5.0 Any other items with the approval of Chairman

5.1 Granting of study leave for pursuing higher studies:

The BoG was appraised that as a part of TEQIP project NIT Trichy has agreed to give admission for part time PhD/MS program as sponsored candidate from DBRAIT subject to qualifying the selection process.

The BoG was informed that NIT Trichy has given an exemption to the candidates from DBRAIT for compulsory in campus course work, instead they can carry out the course works through MOOCS from the place of work.

The BoG was also informed that few request have been received from faculty member for allowing them to pursue full time PhD with study leave.

Since the institute is having shortage of faculty member coupled with the fact that absence of faculty member for longer duration hampers

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Date: 9th September 2019 Time: 9.00am Venue: Mini Conference Hall, DBRAIT, Port Blair		

the academic activity, therefore the institute proposes not to encourage the study leave for pursuing PhD on full time basis.

Decision:

The BoG decided that the application for study leave to pursue PhD on full time / part time basis may be considered subject to following conditions:

- a) Only one faculty to be deputed at a time and the next faculty shall be considered after return of the first faculty.
- b) The institute so selected by the faculty for admission should have higher NIRF ranking than NIT Trichy.

Dean (Academic)
Member Secretary

Principal

(Prof. K.K. Aggarwal)
Chairman



ACTION TAKEN REPORT OF 4TH BOG MEETING HELD ON 06.06.2019

S.No	Reporting & Discussion items	Decision Taken /Suggestion Made	Action Taken
1.2	Action taken report on the proceeding of 3rd meeting of the Board of Governors held on 13.05.2019	a. The milestone payment to the agency for providing GATE coaching should be linked with feedback given by the students. b. Prof. N C Shivaprakash is co-opted as a member in the Academic sub-Committee. c. The committee constituted for improving the placement shall also take into account the poor performance of students in the GATE and suggest remedial actions. d. The committee approves co-opting 02 members from industry to the placement sub-committee. e. The report of both the committees should be placed before the BoG in the next meeting.	a. Implemented b. Implemented c. Action taken d. Action taken e. Action taken
2.1	Draft MoU with IIT-Madras for allowing top 10% of 7th semester students to complete B.Tech and pursue Ph.D as a special scheme of Govt. of India.	The BoG approved the draft MoU. However Pondicherry University Approval for implementing may be required since it involves credit transfer	Matter shall be taken up with Pondicherry University through Ministry



S.No	Reporting & Discussion items	Decision Taken /Suggestion Made	Action Taken
2.2	Extending the twinning arrangement with the mentor institute (NIT-Trichy) to all the students and Faculty of the mentee Institute (DBRAIT).	BoG approved " <i>extending the twinning arrangement with the mentor institute (NIT-Trichy) to all the students and Faculty of the mentee Institute (DBRAIT)</i> ".	The matter has been communicated to NPIU as well as NIT-Trichy.
2.3	Upgradation of all the posts along with incumbent and Uniformity in the Designation / Nomenclature of faculty in line with recommendation of expert committee.	BoG observed that since there is already a committee formed by A & N Administration to look into the matter related to separate the establishment for Engineering programmes, the decision on the above agenda item shall only be taken after the above committee submits its report.	No action required at this stage
3.1	The Employability skills training and Selection through AMCAT	BoG observed that counseling of all the 24 students along with the parents by involving the industry representatives may be carried out. If required financial support for attending interview may be extended.	Action has been taken , the report shall be shared with BoG



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अंडमान तथा निकोबार द्वीप समूह

PAHARGAON, PORT BLAIR- 744103
ANDAMAN & NICOBAR ISLANDS



S.No .	Reporting & Discussion items	Decision Taken /Suggestion Made	Action Taken
3.2	Audit Report of TEQIP	The BoG reviewed the expenditure of TEQIP so far. Since BoG was constituted in pursuance of TEQIP Guidelines and the Financial Rules of TEQIP are as follows: 1. The TEQIP coordinator has a financial power of Rs. 5 lakhs. 2. The Principal/Director has a financial power of Rs. 25 lakhs (as per DFR issued by A & N Administration). BoG resolved that expenditure upto Rs. 65 lakhs (1 lakh USD), BoG chairman will exercise his financial powers as per the recommendation of a duly constituted Standing Finance Committee (SFC). The Standing Finance Committee will have following members: 1. Prof. Ajoy Kumar Roy - Chairman, SFC 2. Shri. Shankar Rao - TEQIP Coordinator - Member 3. Shri. Harsabardhan Barik - NO(Proc) TEQIP- Member 4. Ms. Kaveetha - Asst. Account Officer - Member	Action has already been taken. Further, A & N Administration delegated the powers of procurement to the Institute/ BoG as per the World Bank Guidelines.



S.No .	Reporting & Discussion items	Decision Taken /Suggestion Made	Action Taken
3.4	Any other items with the approval of Chairman i. The institute Vision, Mission and IDP were placed as Table Agenda Item. ii. AICTE allows extension of approval for extended period subject to condition	- BoG approved the institute's Vision, Mission and Institute Development Plan. - The BoG observed that the Strategic Plan may be prepared and submitted in the next BoG meeting. - BoG approved the submission of proposal to AICTE for EoA of 3 years.	The Vision Mission status has been incorporated in relevant document.



File No.1-1/AC/BRAIT/2018/Vol-VI/

Dated 26/07/2019

To

Registrar (I/C)
Pondicherry University
R V Nagar, Kalapet,
Puducherry – 605014

Sub: **Withdrawal of the Provisional Affiliation for the courses in Dr. B. R. Ambedkar Institute of Technology from the academic year 2019-20 – reg.**

Sir,

Kindly refer to your letter No. PU/AW4/6DBRAIT/2019-20/60, dated 19/07/2019 on the subject cited above. In this regard, status report regarding the deficiency raised in the said letter is as under:-

Deficiencies:

1. The College failed to separate the Engineering College from Polytechnic College premises. Pondicherry University Academic Ordinances has no provision for affiliating composite colleges with Degree level Engineering courses and Polytechnic courses.
2. No separate Principal has been recruited for the Engineering College. Separate building / infrastructures are not created for the Engineering College.

Present Status:

- a. The Engineering college has been established as per the recommendation of High Powered committee constituted by Ministry of Home Affairs (MHA), GoI as per the direction of Hon'ble High Court of Calcutta circuit at Port Blair *"for the purpose of studying and assessing the feasibility in all respect for setting up the medical and engineering college in these islands"*(Annexure-I).
- b. The committee submitted the feasibility report for setting up the engineering college in these Islands. In the said report committee recommended the up-gradation of existing polytechnic to an engineering college by adopting academic and governance model of SLIET / NERIST.
- c. The report of the committee was submitted before the Hon'ble High Court, the Hon'ble High Court accepted the recommendation and directed A & N Administration vide order dated 05.08.2008 A & N Administration to Establish the Engineering College within six months (Annexure-II).
- d. Accordingly, DPR was prepared by A & N Administration and submitted to MHRD, GoI, MHRD approved the up-gradation with co-existence of both degree and diploma programme vide OM No.4-10/2006-TS.II dated 29.07.2009 (Annexure-III) and OM No.4-10/2006-TS.II dated 3rd Sept., 2010 (Annexure-IV) we have complied to the above directions.

Contd.....2

- a. The issue raised by Pondicherry University for exclusive campus was taken up with MHRD vide our A & N Admn. letter dated 06.11.2013 (**Annexure-V**).
- b. The MHRD vide letter dated 28th Oct 2014 issued an advisory to Vice Chancellor, PU stating that:
 - *"Ministry had approved the upgradation Dr B R Ambedkar Government Polytechnic to an engineering college for starting of three engineering programmes.*
 - *The name of the polytechnic was changed from Dr B R Ambedkar Government Polytechnic to Dr B R Ambedkar Institute of Technology and the diploma programmes shall co-exist with the degree programmes. The above approval is in line with the existing norms of AICTE granting approval to Technical Institutes*
 - *Further the existing incumbent holding the post of Principal is qualified as per AICTE norms.*
 - *The affiliation of Dr B R Ambedkar Institute of Technology with Pondicherry University was under examination of this Ministry.*
 - *It has now been decided to convey the approval of this Ministry for affiliation of Dr B R Ambedkar Institute of Technology with Pondicherry University.*
 - *The Pondicherry University is therefore advised to grant affiliation status to the Dr B R Ambedkar Institute of Technology, Port Blair". (Annexure-VI)*

Deficiencies:

1. Faculty recruited for Engineering College are made to handle Polytechnics courses.

Present Status:

- a. The detail of the time table for 2018-19 has been submitted in our affiliation proposal along with the time table of all the faculty members with their comments. The details are attached. (**Annexure-VII**). It may be seen that no faculty has been assigned diploma classes.
- b. The time table for the current academic session 2019-20 is also attached. In the current session also no faculty of degree has been assigned for taking classes of Diploma program. (**Annexure-VIII**).

Deficiencies:

2. The senior faculty of Polytechnic College are made as Head-in-charges in the Engineering College.

Present Status:

- a. This is an administrative decision for smooth running of various department. The Seniors qualified faculty members with experience of around 25 years (15 years diploma) and above have been assigned the responsibility of coordinating as Head In-Charge.

Contd.....3

- b. The ACITE notification dated 22/01/2010 as well as 01/03/2019 considers experience with diploma engineering program is equal to degree engineering programme. (Clause No. 4 of 2010 and No. 2.23 of 2019 produce as under(Annexure-IX):

Clause No. 4 of 2010:

"Experience at Diploma Institutions is also considered equivalent to experience in degree level Institutions at appropriate level and as applicable. However, qualifications as above shall be mandatory." and

Clause No. 2.23 of 2019:

"Experience at degree level institutions shall be considered equivalent to experience in the diploma level institutions at appropriate level, as applicable provided, scale of pay, qualifications, experience and research contributions are same for the post under consideration as per the present notification."

Deficiencies:

3. The college failed to address the grievances of Faculty, in respect of their service conditions, their right to attend Seminars / Conference, travel grant, on-duty permission to attend HRDC Orientation / Refresher courses etc.

Present Status:

- a. The eligible faculty have been given incentive as per AICTE norm. Copy of the order is annexed as **Annexure-IX**.
b. A & N Administration has taken decision to extend AICTE pay scale as per AICTE recommendation vide notification dated 1st March 2019.
c. The details of training provided to the faculty attached to Degree programme is as under:

Year	In House (3 days to 1 week)	Outside (1 month)
2017-18	8	12
2018-19	15	13

The details of the training may be seen at **Annexure-X**.

Deficiencies:

4. The college failed to involve the University Nominees in its Board of Governors Meeting.

Present Status:

- a. As per A & N Administration order Pondicherry University is nominee of member of BoG.

Contd.....4

- b. The details of the BoG meeting conducted, the request for participations sent and agenda share is as under:-

S. No	BoG Meeting	Date of sending Agenda Item	Date of reminder for participation	Date of sending the minutes of Meeting
1	1 st BoG(31.08.18)	06/08/18	16, 20 & 22/08/18	24/09/18
2	2 nd BoG(15.04.19)	05/04/19	10/04/19 & 14/04/19	03/05/19
3	3 rd BoG(13.05.19)	08/05/19	11/05/19	13/05/19
4	4 th BoG(06.06.19)	23/05/19	31/05/19	21/06/19

The details may be seen at **Annexure-XI**.

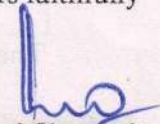
- c. No response were received from University.
d. Two meeting of advisory council held on 05.06.2015(1st) and 19.04.2018(2nd) which was attended by University nominees. The minutes of meeting is attached as **Annexure-XII**.

Considering the above facts, submission of DBRAIT and limitation prevailing in the Islands due to geographical isolation, the deficiency raised has been addressed.

In view of the above, it is requested to grant affiliation of Degree Programs at Dr. B. R. Ambedkar Institute of Technology from the academic session 2019-2020.

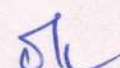
Encl: As above

Yours faithfully


(Dr. Utpal Sharma)
PRINCIPAL

Copy to:
The Secretary(Edn), A & N Administration for kind information please.


PRINCIPAL



**Performance Audit 2019 Form
Self Assessment**

MONITORING	GRADE (2018)	GRADE (SELF) 2019
A. Effectiveness of funds utilized for the teaching, training, learning and research equipment, library, computers, etc. by Institutions:		
1. Percentage utilization of the funds released by MHRD to the institutions (90%)	3	2
2. Percentage of expenditure accounted in the book of accounts against funds utilized (90%).	2	2
Average of A	2.5	2
B. Improvement in Teaching, Learning and Research competence.		
1. Percentage of NBA-accredited programs (UG and PG) or applied for out of eligible programs (at least 60% of eligible programs).	3	1
2. Implementation of GATE: Percentage of UG students enrolled for GATE (70%)	1	2
3. Implementation of GATE: Percentage of final students provided GATE training (70%)	1	1
4. Implementation of GATE: Percentage of UG student acquired GATE valid score (17%)	3	2
5. Percentage of PhD students in total enrolment in engineering disciplines in participating institute	3	NA
Average of B	2.2	1.5
C. Implementation of AICTE mandate		
1. Percentage of newly admitted 1st year students attended three weeks Induction program conducted by mentor faculty of the institute (100%)	1	1
2. Percentage of pre-final and final year UG students participated in Industry readiness program.	2	1
3. Institute has Start-up /innovation cell and the activities (start-up ecosystem, drive for promoting creativity, Hackathon participation etc.) are evident (Y/N)	1	2
4. Percentage of UG students undergone internships spanning 4 to 8 weeks in industry (100%).	1	2
5. In case of autonomous institutes, presence of industry consultation committee (ICC) and no. of meetings arranged for Curriculum review/ revision (Y/N). Or	2	3

Presence ICC and Verification of PEO by ICC for non autonomous institutes (Y/N).		
6. Percentage of students who have been imparted training in technical and soft skills required for working in the industry.	2	1
Average of C	1.50	1.67
D. Increasing faculty productivity and motivation		
1. Sanctioned faculty positions are as per AICTE norms (1:20 ratio) in all the programs eligible for accreditation (Y/N).	1	1
2. Percentage of sanctioned faculty positions in participating institutes filled by regular or contract faculty (60%).	1	1
3. Number of faculty members deputed for upgradation of qualification.	3	1
4. Percentage of faculty that have taken annual refresher delivered through SWAYAM portal (50%).	3	2
5. Percentage of faculty trained in either their subject domain, pedagogy, or management capacity building and leadership programs 70%).	2	1
Average of D	2	1.2
E. Monitoring and Project Output/Outcome Parameters		
1. Existing land being used is free of trespassers / encroachers & Labour and Stakeholders safety during repair or refurbishment in the institute (Visible)	NA	1
2. Sufficient Sanitary provisions are available for female with facility of vending machine and disposal. (Visible)	NA	3
3. Percentage of faculty positions filled by same category on regular or contract basis in affiliated colleges (out of sanctioned position for respective category): ♦ SC (filled by SC faculty/ sanctioned for SC Faculty): Target 20% ♦ ST (filled by ST faculty/ sanctioned for ST Faculty): Target 20% ♦ Female (filled female faculty/ total filled faculty): Target 30% (1 If above three targets achieved; 2 If any one target achieved; 3 if no target achieved)	NA	3
4. Percentage of number of faculty trained in either their subject domain, pedagogy or management, attended conference/ seminar in affiliated institutes out of available faculty in the respective category ♦SC(70%) ♦ST(70%) ♦Female(70%) (1 If above three targets achieved; 2 If any one target achieved;	NA	3

3 if no target achieved)		
5. Percentage of students from traditionally disadvantaged groups in total enrolment in the institutes ♦ SC (13%) ♦ ST (7%) ♦ Female (30%) (1 If above three targets achieved; 2 If any one target achieved; 3 if no target achieved)	3	2
6. Percentage of number of students transitioned from the first year to the second year (without backlog) in undergraduate programmes out of enrolled students in respective category ♦SC(50%) ♦ST(50%) ♦Female(55%) (1 If above three targets achieved; 2 If any one target achieved; 3 if no target achieved)	2	3
7. Percentage of final year students trained for GATE/Employability skills training out of final year students in respective category ♦SC(70%) ♦ST(70%) ♦Female(70%) (1 If above three targets achieved; 2 If any one target achieved; 3 if no target achieved)	NA	1
Average of E	2.50	2.29
F. Improved system efficiency, as demonstrated through:		
1. Constitution of BoG as per the prescribed format (Y/N).	1	1
2. BoG, Department Management Committee or equivalent that meets at least 4 times every calendar (Y/N) –	3	1
3. Minutes of all the above 4 meetings disclosed publically (on website) (Y/N). –	3	1
4. Status of Autonomy (Academic, Administrative, Financial) o UGC Autonomy (Y/N) o If Autonomous, continuation granted by UGC (Y/N)	3	NA
5. Institute produces and publish an annual report in the prescribed format in accordance with the requirements set out in the PIP (Y/N).	2	1
Average of F	2.4	1
G. Twinning Activities:		
1. The action plan for twinning activities implemented in last year and & current year planned (Y/N)	3	1

2. No. of courses/ classes/workshops conducted by the faculty of Institute under sub component 1.3 for students of 1.1 institute for training and academic development and vice versa (Min 1 per program per year).	3	2
3. No. of courses delivered by 1.3 institution for students of 1.1 institutions (Min 1 per program per year). (10% syllabus covered)		3
4. No. of Trainings conducted for faculty/ support staff of 1.1 institute by Institute under sub component 1.3 for training and academic development and vice versa (Min 1 per program per year).		3
5. No. of Seminars / Techfest, and conferences conducted by Institute under sub component 1.3 for 1.1 institute for students to share research and discuss technological advancements in dynamic industrial and business environment (Min 1 per year)	3	2
6. % of faculty perusing collaborative research (10%)		3
7. No. of departmental partnership for joint research activities for applied research and technological development (1 per program).	3	3
8. Number of Industry partnership for joint R & D, and internships (Min 1 per year).	3	3
9. Career Planning Sessions by 1.3 institution for 1.1 institution (2 Sessions)		1
10. Number of Seminars and learning forums conducted by Institute under sub component 1.3 for 1.1 institute on Governance practices, institutional management, academic and non-academic reforms (Min 1 per year).	3	3
11. Number of faculty of 1.1 institute inducted on various bodies (BoG, BoS, Senate etc.) of 1.3 institute for learning on good governance practices and vice versa.	3	1
12. Assistance provided in short term advisory and consultancy services by Institute under sub component 1.3 for 1.1.	3	3
13. Workshop conducted on Outcome Based Education (NBA) by Institute under sub component 1.3 for 1.1 institute.	2	1
14. Assistance given by the Institute under sub component 1.3 for 1.1 institute in filling-up of SAR for getting accreditation.	3	1
Average of G	2.90	2.14
Total	2.27	1.69

ENHANCING THE CAPABILITIES OF TECHNICAL EDUCATION INSTITUTIONS IN INDIA

ANNEX 4

MENTORS' REPORT FORM

1. Name of Mentor: Nithyanand Prabhu

Name of Institution with Location:

Dr. B.R. Ambedkar Institute of Technology (DBRAIT), Pahargaon, Port Blair, South Andaman, A & N Islands

Dates of Visit 15-16 July 2019

:

Number of Visit (1st / 2nd / 3rd Etc.) 2nd

2. Strength and weakness of the institution

Strengths:		Weaknesses:	
1.	Almost equal gender balance among U. G. students and teaching staff of the degree programme.	1.	Inability to attract good applicants to the U.G. programme since they in general, aspire to study in the mainland.
2.	Students in general have a good aptitude and willing to do any project related work assigned to them.	2.	Limited industrial activity in A&N Islands, restricts opportunities for works visits for the students
3.	Institute regularly conducts outreach programs for high school students of Andaman, thereby inspiring the students to take up engineering as a career option.	3.	Being remotely located, high-potential faculty candidates do not show strong interest in applying for teaching positions
4.	Institute involves its students in Social Challenge activities and sensitizes them to the local needs.	4.	Although the newly appointed faculty may have individual research aspirations, it is important that they converge and work together as part of a larger team.
5.	Institute recognizes excellence in teaching by presenting awards to the faculties.		
1.	Point noted <i>The Institute has leased a 6 Mbps internet line from BSNL and the same will be used for Video Conferencing and accessing the SWAYAM PRABHA.</i>		

3. Actions taken on last recommendations (from second round onwards)

S. No.	Outcome Parameters	Actions Suggested	Compliance
1	Effectiveness of funds utilized:	Plan on purchasing computer hardware & software. Make advance payment to service provider of GATE coaching – Earmark a total of Rs.1.8 Crores.	Complied
2	Improvement in Teaching, Learning and Research competence.	Apply for NBA accreditation of 3 UG Programs (submit SAR).	Complied

		<i>Points noted</i> 1) More than 70% of the UG students have enrolled for GATE 2019 training	Although a large percentage of students underwent GATE 2019 training only 58% enrolled in GATE 2019 examination
3	Implementation of AICTE mandate	Seek assistance from NITT to increase internship opportunities available to students <i>Points noted</i> 1) Almost 100% of the 1st year students attended 3 weeks induction program. 2) More than 70% of pre-final and final year UG student participated in focused group activities, which includes development of soft skills. 3) Institute promotes creativity and encourages participation in Hackathon. Students have won 1st prize held at Sri Krishna College of Engineering and Technology, Coimbatore, 2018	Complied
4	Increasing faculty productivity/ motivation	1) With approval of competent authority, re-designate existing Lecturers at Selection Grade Level to Associate Professors. This will result in filling up of the vacant Associate Professors positions. 2) Aim to send around 20 faculty members to different places for training in areas such as subject domain, pedagogy or management. 3) Faculty should identify research collaborators from NITT and explore the possibility of submitting joint research proposals to different funding agencies Point noted To enable the selected faculty members of DBRAIT to complete the mandatory one semester of coursework, with out hampering the teaching commitments at	Matter was discussed in the 4th meeting of BoG. BoG observed that since there is already a Committee formed by A&N Administration who look into this matter, a decision will only be taken after the committee submits its report. Complied In progress

		<i>DBRAIT, NITT has permitted the course work to be completed through MOOCS</i>	
5	Effectiveness of equity at Institutional level:	<i>Point noted.</i> <i>Almost equal gender balance among the U. G. students and teaching staff of the degree programme</i>	
6	Improved system efficiency	Scheduling the 2 nd BoG meeting <i>Point noted</i> <i>1st meeting of BoG was held on 31st August 2018</i>	Complied Four BoG meetings have been held so far and the minutes of the meetings have been uploaded on the institute website.
7	Twinning Activities:	Draw up a long term and short term twinning activities in consultation with functionaries from NIT-T 1) Explore the possibility of NIT-T offering elective courses to students of DBRAIT through Video Conferencing. 2) Explore the possibility of faculty and staff exchange with NIT-T 3) Plan on organizing seminars/ Tech-Fest conferences in consultation with NIT-T.	Complied Band width required for video conferencing is now available Currently exploring the possibilities <i>Point noted</i> <i>Principal DBRAIT was invited to participate in the Senate meeting of NIT –T on Nov. 29, 2019 and Director NIT Trichy was invited to attend the 4th BoG meeting of DBRAIT on June 5, 2019</i> Complied 1) Joints workshop and training program on “Integrated Library Management System (IIMS)” held during May 11-12, 2019 at DBRAIT 2) A joint National Workshop on “Analysis and Design of RC Buildings in Seismically sensitive zones- present and

			<i>future” held during July 8-12, 2019 -</i> <i>3) A week long National Workshop on Big Data Analytics and Machine Learning was jointly organized by NITT during 22-27 April 2019.</i> <i>4) Student Placement Coordinators from the Placement Cells of NITT visited DBRAIT during 22-25 April 2019 and conducted activities to help the students of DBRAIT to understand the placement process</i> <i>5) Dr. J. Karthikeyan, Associate Professor, Civil Engineering visited DBRAIT & delivered lectures on “Advanced Structural Analysis” for students of Dept. of Civil Engineering.</i> <i>Point noted:</i> <i>To increase the placement opportunities for students of DBRAIT, NIT-T agreed to request companies visiting their campus to also conduct interviews for the students of DBRAIT using video conferencing.</i>
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4. Comments on Performance Audit report:

Comments provided in the Mentor Report submitted after the 1st visit to DBRAIT during 24th -26th September 2018

5. Actions suggested for future

S. No.	Outcome Parameters	Actions Suggested	Timeline
1	Effectiveness of funds utilized:	1) Prepare an expenditure plan for the next two quarters: (i) Procurement of lab equipments for different departments (ii) Procurement of books (iii) payment to service providers of GATE training and Employability Skills Training Earmark a total of Rs. 5.2 Crores 2) As suggested by the State Steering Committee, A&N Islands in the meeting held on 26th June 2019, a suitable proposal may initiated by DBRAIT for empowering BoG and other Competent Authorities for taking decisions on proposal pertaining to implementation of TEQIP-III as per guidelines given by NPIU. The proposal will require approval of A&N Administration.	Quarter II (July to September) and III (October to December) DBRAIT to initiate the proposal by July 20, 2019
2	Improvement in Teaching, Learning and Research competence.	1) Encourage all the students who undergo GATE 2020 training to enroll for GATE-2020 Examination. Faculty of the institute should motivate and support the students in this endeavor. The Service provider, M/S GATE FORUM, should organize the training in a manner which is not taxing on the students and complete the portion leaving sufficient room for revision <i>Point noted</i> <i>Almost all UG students have expressed their willingness to undergo GATE Training and are likely to enroll for GATE 2020 examination</i> 2) Strive to increase the transition rate of the students from Ist year to the IInd year through more faculty involvement. If needed conduct remedial classes over the	August to October 2019 September to November 2019

		weekends for week students.	
3	Implementation of AICTE mandate	<i>1) Organize the 3-weeks induction program for the students admitted in 2019, soon after the admission process is complete</i> <i>2) Sign an MoU with the vendor who provides training on soft skills and plan to commence the training by last week of August 2019</i> <i>3) Prepare a list of 10 students in the pre-final year having good academic record and willing to undergo internship in NITT. The faculty may determine from the students about any apprehensions they may have in pursuing the internship. Faculty should motivate and support the students in availing this opportunity</i>	Last week of July 2019 MoU to be signed before 10th August 2019 November 2019
4	Increasing faculty productivity/ motivation	1) Aim to fill-up vacant Associate Professor and Professor positions 2) Prepare a list of 20 faculty members who will undergo training in area such as subject domain, pedagogy and management in 2019-20. 3) Encourage faculty to identify research collaborators from NITT and explore possibility of submitting joint research proposal to different funding agency. 4) Facilitate the selected faculty members to pursue Ph. D. and M. S. programmes at NIT-T 5) Encourage faculty to take annual refresher delivered through SWAYAM portal 6) Organize jointly with NITT, a workshop on “How to write a research proposal for submission to external funding agencies”. 6) A search committee may be set up by the BoG, to identify retired faculty members of reputed Institutions and to offer them the position of emeritus professor on a short time contract basis	An advertisement to this effect has already been published in leading newspapers on June 9, 2019 August to December 2019 August to December 2019 July 31, 2019 July to Dec. 2019 July to Dec. 2019

5	Effectiveness of equity at Institutional level:	Strive to achieve the desired percentage of students and faculty from traditionally disadvantaged groups in the total enrolment of the Institute. <i>Point noted. Good gender balance amongst the students and staff.</i>	
6	Improved system efficiency	Publish annual report in the required format <i>Point noted Dates finalized for BoG meetings for the next 4 quarters i.e. June 2019 to June 2020.</i>	July 31, 2019
7	Twinning Activities:	The long term and short term twinning plan with NITT requires to be implemented 1) Explore the possibility of NITT offering elective courses to students of DBRAIT through video conferencing 2) Encourage faculty and staff exchange with NIT-T 3) Continue the current level of engagement with NITT and plan to organize seminars / conferences in 2019-20. 4) Selected students of DBRAIT should be deputed to visit NITT and undergo training in SEIMENS Centre of Excellence in Manufacturing	August 2019 to April 2020

6. Any Innovative approach practiced by the Institution:

Institute encourages its students to take up real-time projects, which are useful to the Institute. e.g. development of Bio-metric electronic voting machine for conducting student elections, designing a Food Van, development of a e-ticketing system for Cellular Jail, development of a programmable emergency siren on DBRAIT Campus, Constructing a Bio-gas plant and a rain-water harvesting system etc.

7. Any other comment:

- 1) Institute may consider deputing technical staff to undergo training in areas such as Auto-Cadd, Matlab etc.

8. Visit Description (Proceedings of visit in short)

Visit started with an interaction with TEQIP Cell functionaries. The staff of TEQIP office provided all data, which was sought. A meeting was held with the Principal of the Institution. Separate meetings were held with faculty members at the Assistant Professor level in the Institute.		
S. No.	List of Interviews & Activities	Key Discussion Summary Points
1	Faculty	1. As far as possible core subjects may be assigned to permanent faculty having more experience rather than to guest faculty 2. Lab staff may be recruited and assigned to work in core U. G. laboratories. 3. Students need to be sensitized and asked to take GATE examination. This would require strong faculty support and encouragement 4. Organize jointly with NITT, a workshop on “How to write a research proposal for submission to external funding agencies”. The organizing of this workshop may be enabled through TEQIP III funds
2	TEQIP Functionaries	1. Although percentage utilization of funds for procurement has improved, the pace of procurement is slow. It is expected to pickup upon receipt of approval from A&N Administration for empowering the BoG . 2. Percentage of UG students enrolled for GATE is expected to increase on account of GATE coaching being provided in the Institute by the Service Provider. 3. Efforts will be made by the faculty to increase the percentage of externally funded R & D projects through the joint collaboration with other Academic Institution/

9. Conclusions

The Institute started as a Diploma granting Institute. It has grown over the years and is currently offering degree programmes in addition to the diploma programmes. Although the Institute faces many challenges, it has the potential to achieve excellence.

The following faculties/officers attended the meeting:

ANNEXURE-V

NIT Trichy

1. Dr. K.R.Balasubramanian , Associate Prof/ Mech, Nodal Officer(Finance), NIT-T TEQIP-III
2. Dr. K.Panneerselvam , Associate Prof/Prod, Nodal Officer(Academic), NIT-T TEQIP-III
3. Dr. S. Jerome, Associate Prof/MME, EAP, Coordinator/ NIT-T TEQIP-III

Special Invitee

Prof N C Shivaprakash, Prof Instrumentation, IISc Bangalore, Performance Auditor, NIT Trichy

DBRAIT

1. Dr. Utpal Sharma, Principal / Institute Project Director
2. Dr. V. Alagusundaram, HoD (CSE)
3. Dr. Jenson Daniel, HoD (Civil)
4. Shri. Arun Srivastava, HoD (ECE)
5. Shri B K Jena. HoD (Mech.)
6. Shri. Shankar Rao, TEQIP Coordinator,
7. Shri. Harsabardhan Barik, Assistant Prof, CSE, N.O. (Procurement) TEQIP-III
8. Shri. Altamash Mustafa, Assistant Prof.(Civil), N.O (Academic) TEQIP-III
9. Smti. N Kavidha, AAO, N.O (Finance) TEQIP-III
10. Dr Shrabani Mallick, Lecturer,CSE, Training & Placement Officer
11. Smti. S Raji, Training and Placement Officer
12. Smti. Suraj Moli, Dean (Academics)

Venue for discussion: Mini Conference Hall, BRAIT



The Meeting started with Welcome Address by Dr. Utpal Sharma, Principal BRAIT and opening remarks by Prof. N C Shivaprakash, IISc, Bangalore. The following Twinning activities are discussed on 19th and 20th Aug 2019 and Action Plan has been prepared as given hereunder :

SN	Component of Twinning	Action Plan	Tentative Date	Responsibility of BRAIT	Responsibility of NITT	Twinning Parameters
1	Action Plan to be implemented for Current year	1. Faculty Qualification Upgradation	Nov-Dec'2019	- To depute faculty two times between Sep-Nov'2019 - Tentative schedule to be shared by 19th Aug 19 .	-To facilitate BRAIT faculty interaction with potential research guides	G1
		2. Faculty Visit		- Schedule for Faculty visit will be shared by 20/8/19. - 04- to 06 faculty members per semester	-TEQIP team of NITT will link up with respective Resource Person and communicate within a week	G4/G6
		3. Guiding in procurement	In process			G7
		4. Participation in BOS & Senate at NITT		- To request Director NIT-T to attend the	-NIT T shall make formal request to	G11

				BoG Meeting schedule on 9 th Sept 2019	depute faculty member for Senate and BOS meeting	
		5. Monthly Review meeting		- Every 3 rd Friday of month at 3 pm the meeting shall be organised through VC		
		6. Joint Student Academic Project		- BRAIT shall share the list of project by 19 th Aug19	To identify joint guides and share within a week	G3/ G5
		7. Creating Siemen Lab		- To share details of various industries for establishing IoT / AI labs/ Emerging areas	- To link up with Siemen and other reputed MNCs for establishing lab in emerging areas (CSR)	G7
		8. Providing assistance in finalizaing SAR / OBE		- To depute team along with SAR document for final vetting before submission	To help in finalizing the SAR	G13/ G14
2	Courses/ Classes/Workshops	1. Remedial Classes through VC		- VC classes to be conducted from Sept'2019 in the specified topics (Topics	- NITT to share the schedule for specific topics	G3/G5

				to be shared today- 19/8/19)		
		2. Special Lecture / Short term training for faculty of BRAIT through VC		- The resource persons to be paid honorarium as per TEQIP norms		G2 / G12
		3. Deputing Faculty for attending workshops		- BRAIT to circulate the schedule from NITT website		G2/ G4
3	Student Exchange Program	1. 7 Students will visit NIT T with one faculty member	Sep'19	- Schedule of Students' visit to be shared by 20/8/19	-	G5
4	Training for Faculty/Staff	1. Training area to be identified	Aug'19	- List of topics to be shared with NIIT	-	G2
5	Seminar/ Techfests and conferences	1. Participating in PRAGYAN and Festember 2. Participating in Conferences		-To depute faculty and students to attend in Festember at NITT -To depute faculty and students to attend PRAGYAN, at NITT (during March'19) -To depute faculty to attend attend conferences	- The schedule of Festember ,PRAGYAN to be shared one month in advance	G5 / G10

Sanjay

[Signature]

h

6	Collaborative Research	1. Sharing the GIAN proposal for conducting GIAN course at BRAIT with NIT-T funded by MHRD	Proposal to be sent within 15 days Dec 2019	- Department (Civil, ECE & CSE) to identify the areas - Identify area for Joint Project	- TEQIP team of NITT will link up with respective resource person and communicate within a week. - NIT-T shall share the proposal for GIAN course for CSE program	G6/ G7
7	Departmental partnership for Joint Research	1. Identify the areas/ Projects		- Departments to identify the research areas		G8 / G12
8	Conducting International Conference	1. NIT-T to share details of Resource Person to conduct International Conference	Dec-Jan 2020	- Formation of various committees for the International Conference - BRAIT to prepare Activity Chart and Action Plan in consultation with NIT-T	- NIT-T to nominate Members for the committees - NIT-T to handhold for Paper Publication support	G8/ G10
9	Finishing School Courses	1. Identify 2 days Finishing School Courses on emerging areas	25 Aug 2019	- Departments to Identify areas	- NIT-T to depute Faculty experts for the same	G5/ G9
10	Counselors	1. NIT-T shall depute		- BRAIT shall send request to	- NIT-T also depute	G9

Shankar

[Signature]

		Training & Placement representatives to BRAIT		NITT to depute student representatives	Training & Placement representative ND Social and Physiological Counselors to BRAIT	
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(Shankar Rao)


(Dr. Jenson Daniel)


(Dr. V. Alagusundaram)


(Arun Srivastava)


(B K Jena)

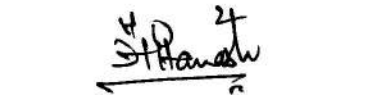

(Suraj Moli)


(S Raji)


(Dr Shrabani Mallick)


(N Kavidha)


(Harsabardhan Barik)

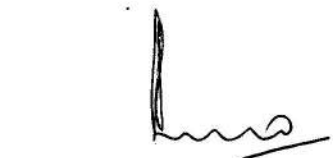

(Altamash Mustafa)


(Dr. R. Balasubramanian)


(Dr. K. Panneerselvam)


(Dr. S. Jerome)


(Prof. N C Shivaprakash)


(Dr. Utpal Sharma)