




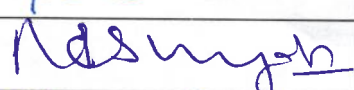
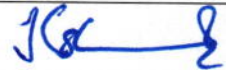

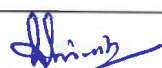

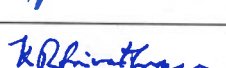
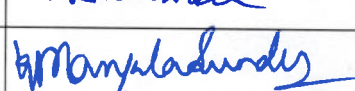


AGENDA FOR THE MEETING OF NPTEL PIC MEMBERS

- Date:** Friday, 18th September, 2009
- Venue:** Conference room, Fifth floor, Administration building, IIT Madras.
- 9:00 am** Welcome address by Prof. M.S. Ananth, Director, IIT Madras.
- 9:10am** Formalization of first set of courses for NPTEL – Phase II
- 10:30am** Discussion on course contents web / video - Phase II
- 11:15am** Presentation on standardizing web interface by Prof. Kushal Sen
- 11:45am** Discussion on studio upgradation
- 12:05pm** Discussion on storage/streaming server
- 12:30 pm** Lunch.
- 1:45pm** Discussion on bulk rates for tapes and Final Cut Pro
- 2:00pm** Generic Quiz templates
- 2:15pm** Inclusion of other Institutions as partners
- 2:30pm** Workshops – Identification of few nodal Institutes for conducting faculty workshops (Bannariamman / PSG)
- 3:00pm** Ratification of BodhBridge
- 3:15pm** Permission to draw funds from payments made from IITM Nptel office – (Hard disks, books, brochures, postal charges etc.)
- 3.30pm** Funds request to MHRD - for the second installment &
Onwards other discussions
- 4:30pm** Closing remarks by Prof. M. S. Ananth

NPTEL PIC Coordinators meeting on 18-9-09

S. No	Name	Signature
1.	Prof. M. S. Ananth	
2.	Prof. Ashok M. Raichur	
3.	Prof. Gopakumar	
4.	Prof. Bikas Mohanty	
5.	Prof S. Talukdar	
6.	Prof. R.K. Shevgaonkar	
7.	Prof. Kushal Sen	
8.	Prof. Bani Bhattacharya	
9.	Prof. S C Srivastava	
10.	Prof. Satyaki Roy	
11.	Prof. K.R. Srivathsan	
12.	Prof. K. Mangala Sunder	

13. Prof. G. Srinivasan



Minutes of the NPTEL PIC Meeting held at IIT Madras on 18th September, 2009

The NPTEL PIC meeting was held at IIT Madras on 18th September, 2009 from 9:30am onwards in the Board Room, 5th floor, Administrative Block, IIT Madras.

Members present:

1. Prof. M.S. Ananth, Director, IIT Madras, Chairman, NPTEL Project Implementation Committee.
2. Prof. K. Mangala Sunder, National Web Coordinator and TEL Coordinator, IIT Madras.
3. Prof. G. Srinivasan, TEL Coordinator, IIT Madras.
4. Prof. Kushal Sen, National Video Coordinator and TEL Coordinator, IIT Delhi.
5. Prof. R.K. Shevgoankar, TEL Coordinator, IIT Bombay
6. Prof. Satyaki Roy, TEL Coordinator, IIT Kanpur.
7. Prof. Srivastava, TEL Coordinator, IIT Kanpur
8. Prof. Bikash Mohanty, TEL Coordinator, IIT Roorkee.
9. Prof. S. Talukdar, TEL Coordinator, IIT Gawahati.
10. Dr. Bani Bhattacharya, TEL Coordinator, IIT Kharagpur
11. Prof. K.R. Srivathsan, Pro - Vice Chancellor, IGNOU, Member.
12. Prof. Gopakumar, TEL Coordinator, IISc Bangalore.
13. Prof. Ashok M. Raichur, TEL Coordinator, IISc Bangalore.
14. Ms. Usha Nagarajan, Principal Project Officer, NPTEL, IIT Madras.

Summary of discussions:

1. **Prof. M.S. Ananth, Chairman, PIC** welcomed everyone. He appreciated the efforts taken by the seven IITs and IISc Bangalore towards successful release of the courses under NPTEL Phase I. He reiterated the importance of conducting workshops, incorporating feedbacks received from these workshops, incorporating online feedback forms etc. He also pointed out that additional lectures were added to some courses in response to feedback received from students indicating that it was hard to follow the course. He added that the ultimate goal when NPTEL Phase II is completed would be

to create a virtual university wherein the content creation will be done by the participating IITs and IISc and the administration of course delivery may be taken care off by companies / professionals.

2. Formalization of first set of courses for NPTEL – Phase II

Prof. Mangala Sunder summarized that under NPTEL Phase II, 1099 course titles were received from the participating Institutions which included detailed course syllabi for about 550 courses. The committee agreed that each participating Subject Matter Expert (SME) will be requested to restrict delivery for 2 courses initially. The institute TEL coordinator would then allot a third course to the same SME upon successful completion of the two courses initially assigned. The Institute TEL coordinators will send the final list from their Institute by 30th September, 2009. As soon as the list is finalized a letter to individual faculty will be sent with all relevant details and this will be followed with a meeting of all SMEs.

3. Discussion on course contents web / video - Phase II

The committee agreed that web and video contents for a particular course can be provided by the same SME provided an alternative SME was not available. Every SME has to sign a copyright declaration form to indicate that there are no copyright violations.

The NPTEL coordinator of every institute will provide all the needed additional support towards the creation of courses including providing project associates who will assist in content creation, formatting, adding animations, adding case studies etc. The committee also agreed that every web / video course will contain 40 or more 1 - hour lecture equivalents. It was suggested, as per the NPTEL document approved by the National Mission on Education through ICT, the maximum honorarium per course will be limited to Rs. 2.5 lakhs and will be shared if more than one SME is involved.

The committee also suggested that every SME will suggest names of 3 or 4 reviewers out of which a maximum of two may be chosen to review the contents before it was made available to the public. The honorarium for reviewers would be Rs.20,000 per reviewer per course. SMEs can pre-approve other coordinators to answer FAQs,

create quiz templates etc., and the maximum honorarium for this SME / coordinator would be Rs.60,000 per annum, after completion of relevant course. This would be made available from the funds allocated to provide web based services to users.

All courses under NPTEL phase - 1 will be enriched with FAQ's, self evaluation, additional references, tutorials and answers to questions. The SME or the collaborator approved by the SME can create these, and the honorarium for this work will be limited to a maximum Rs.1 lakh each for a web or video course. The SME will take complete responsibility for finding the coordinator or outsourcing this work if he or she is not available to complete the task.

4. Presentation on Standardizing web interface by Prof. kushal Sen:

Prof. Kushal Sen in his presentation on standardizing web interface discussed various outer shells / enrichment options that they had created. Prof. Kushal Sen agreed to finalise the template after incorporating the suggestions / recommendations made by the committee and will send it for final approval. The committee agreed that the FAQ section will be moderated only by the SME or the coordinator approved by the SME. The section on 'Ask a question ' will not be moderated and any one can post a reply.

Prof.Srivathsan , IGNOU made a presentation on how IGNOU with the NPTEL course contents can create a virtual institute within a very short period of time and the degree/diploma/certification can be offered by IGNOU.

5. Discussion on studio upgradation

Details on preferred specifications for the purchase of studio equipments were circulated by Prof. Mangala Sunder. It was decided that a committee consisting of Prof. Satyaki Roy, Prof. Kushal Sen, Dr. Bani Bhattacharya, Prof. Prof. K. Mangala Sunder and Prof. Bikash Mohanty along with IIT Madras purchase committee members / officials will study the details and come up with the specifications and procedures.

6. Discussion on storage/streaming server

A Committee comprising of Prof. K. Mangala Sunder, Prof. Bikash Mohanty, Ashok M. Raichur, K.R. Srivathsan, Prof. A.K. Ray and Prof. S. Biswas will review the details provided by Prof. K. Mangala Sunder and provide their recommendations and specifications.

7. Discussion on bulk rates for tapes and final cut pro:

It was decided that Prof. Mangala Sunder will provide the bulk rates at which the tapes and Final Cut Pro were purchased at IIT Madras. These rates will be used by individual Institutions.

8. Generic Quiz Templates:

Templates for FAQs , hints, quizzes etc., will be developed by IIT Delhi jointly with IIT Madras.

9. Workshops – Identification of few nodal institutes for conducting faculty workshops (Banariamman / PSG)

On Aug 23rd, a two day workshop was organized at IIT Gawahati jointly with IIT Kanpur and IIT Kharagpur. Invites were sent to major technical universities in north east India. 130 applications were received. SME's from IIT Gawahati, IIT Kanpur and IIT Kharagpur participated in this workshop. Feedback and overall response were very good. The comments / feedback received from this workshop were conveyed to some of the SMEs. Follow up meetings were also suggested with the teachers who attend the workshops. Workshops can be discipline specific and can be conducted outside of IITs in other Institutions also. IIT Roorkee offered to conduct a webinar on a trial basis. A target of 240 workshops will be achieved within the next 3 years.

10. Ratification of BodhBridge

It was decided that with a few additions like adding the non-exclusive rights statements and adding 'for Phase I only' statements the MOU with BodhBridge could be finalized.

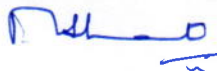
11. Permission to draw funds from payments made to IIT Madras NPTEL Office for hard disks, books, brochures, postal charges etc.)

The committee recommended that the funds collected under NPTEL Phase - I may be kept untouched and any decision to operate these funds would be done with the approval of PIC.

12. Funds request to MHRD – for the second installment

It was decided that the request for the release of second installment of funds will be made immediately to cover the cost for the setting up the NPTEL offices, studios, servers etc for NPTEL phase II activities.

The Meeting ended with a note of thanks to the Chair.



Prof. M.S. Ananth
Chairman, PIC

Minutes by



Prof. K.Mangala Sunder, IIT Madras, 5th October, 2009.