

**GOVERNMENT OF TELANGANA
DEPARTMENT OF TECHNICAL EDUCATION**

**OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
TELANGANA STATE :: HYDERABAD**

Memo.No.K3/10866/VC/2015 Vol- II

Dated:24.05.2017

Sub: Technical Education - Minutes of the conference held by the Commissioner of Technical Education, T.S., Hyderabad with Principals of Government Polytechnics on 20.05.2017 at 11.00 AM - Communicated - Reg.

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While communicating the enclosed copy of Minutes of the Conference held by Commissioner of Technical Education, T.S., Hyderabad with the Principals of Government Polytechnics on 20.05.2017 at 11.00 AM, all the officers and Principals of the Government Polytechnics are hereby directed to take up the follow up action and submit compliances.

Encl: As above

Sd/- A.VANI PRASAD
COMMISSIONER

To
The Principals of Govt. Polytechnics/ Institutions in the State
Copy to all the officers in the Commissionate
Copy to the Secretary, SBTET, Telangana, Hyderabad.
Copy to the RJD (TE), Telangana State, Hyderabad.
Copy to Stock File/Spare.

Md. Saadiq nain
For COMMISSIONER 25/5/17
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26/05/17

MINUTES OF THE REVIEW MEETING HELD BY THE COMMISSIONER OF TECHNICAL EDUCATION, TS, HYDERABAD WITH PRINCIPALS OF GOVERNMENT POLYTECHNICS ON 20.05.2017 at 11:00 AM ON FUNCTIONING OF GOVERNMENT POLYTECHNICS AT RUSA CENTER, NAMPALLY, HYDERABAD

The Commissioner of Technical Education interacted with Principals and informed that there shall be an effectiveness in imparting Technical Education as number of technological changes are taking place at Higher Education level and the Teachers must get tuned towards these changes and think of goals and should visualize these changes with their sincere efforts.

The following decisions are taken:

A) Perspective Plan 2017-18: New schemes; effective implementation, Best Practices; Student – Centered teaching.

New: Schemes: Effective Implementation:

The Commissioner of Technical Education interacted with the Principals to give suggestion on the implementation of the new schemes allotted in the Budget.

The Principals suggested that certain items under "Amenities Scheme" shall be included/excluded such as mini drafter, calculator and other items in the list which are of needful to the Students.

The Principal, GPT, Mahabubnagar, requested that the Laptops shall be issued permanently.

The Principal, GPT, Medchal informed that the schemes shall be extended to all socio and economically poor students to avoid discrimination. He also requested that a clarification may be given for distribution of Laptops to third year students who are on rolls during 2016-17 as they have completed the course and left the polytechnic.

In this regard, the suggestion of Principal, Government Polytechnic, Magabubnagar was accepted and it was decided, that the Principals shall conduct students meeting at their Polytechnic and finalize the required items for amenities as per the actual needs and submit the same to the CTE latest by 2nd week of June, 2017.

Action: Principals

The CTE instructed that, the budget distribution for these new schemes shall be completed within a week time and the Principals are directed to use the budget expeditiously.

Action: AD(Budget)

It was clarified that project work and industrial visits is for all students and remedial classes shall be conducted for all students.

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The Secretary, SBTET, informed that the industrial training will commence for students with effective from 2018-19 academic year.

Therefore, the principals are informed that the amount sanctioned for project work and industrial visits shall be utilized as per Government Memo.No.7616/TE/A1/2016-1 dt.27-01-2017 Higher Education (TE), Department

B. CAPACITY BUILDING:

(i) Skill Development Centers:

Skill Development Centers shall prepare a vision for future by providing Entrepreneurship skills by adopting students centered teaching. The nodal officers/Co-Ordinator to be identified for this scheme in every Polytechnic. SDCs are to be exposed among student community and every student should know about SDC and they should act as a counseling center for career guidance

Every Polytechnic shall have a Skill Development Center. These Skill Development Centers not only impart Poly Skills, Soft Skill Communication Skills and domain skills, but also provide Entrepreneurship Skills and conduct career guidance programme once in a week. The EDC or CGP shall be conducted with alumni, IPOs of DICs, Financial institutions, existing Entrepreneur and Industrial experts. The parents also shall be invited in the very first week itself i.e., in June'2017 to Orient their children towards the need for becoming a confident skilled employee or an entrepreneur in the long run. There shall be talks on perspective employment, career orientation and at the end of the year a book shall be published by each polytechnic on the activities taken up and achievements of their institute and One session in a week shall be allotted to SDC activities.

Action: Principals

It was also informed to the principals that the budget provision under Capacity building (SDC, Apprentice Training, Faculty Development Programme, Career Guidance etc) plan for 520/521 is Rs.2.5 Crores, 280/284 is Rs.0.5 Crores and under Non-Plan 270/271 is Rs.3.71 Crores and under 300 Other Contractual Services is Rs.0.91 Crores. The Budget distribution shall be made to all the existing (27)SDC's and proposed (14) New SDC's in a justifiable manner within a week. **Action: AD(Budget)**

Every polytechnic shall have one seminar hall with computer, LCD Projector, chairs, etc., of 60 to 100 capacities and with internet facility.

Action: Principals

(ii) Faculty Development programmes:

The Secretary SBTET, informed about the faculty development programme being planned for 2017-18 in coordination with TASK and RISE and at Institution level by entering an MOU.

The Principals informed that, the teachers are lacking practical skills and are unable to impart effective practical skills to the students.

Hence, it is agreed to examine the facility of restoring QIP for teacher in industrial training.

Action: AD (Training)

(iii) Resource training center:

CTE is pleased to form Resource Centers for Faculty Training at identified Polytechnics so as to enable the faculty to be trained in Polytechnics having fully established laboratories:

In view of the above, following GPTs are nominated as branch wise Coordinators for providing laboratory training to faculty/instructors:

Sl. No.	Branch	Name of the Polytechnic
1	Automobile	GPT, Mahabubnagar
2	Arch.	SGMGPT, Abdullapuramet
3	ECE	GIOE, secunderabad, GPW, Warangal
4	EEE	GPT, Hyderabad, JNGPT, Ramanathapur, GPT Nalgonda
5	Civil	GPT, Hyderabad, GPW, Warangal
6	Computers	GPT, Warangal
7	EIE	GPT, Kothagudem
8	Mining	GPT, Bellampally
9	Metallurgy	JNGP, Ramanthapur
10	Mechanical	GPT, Mahabubnagar and GMRP, Gajwel

In view of the above, the college laboratories shall be updated and kept in good working condition and the facility for conducting all experiments as per curriculum shall exist at the above Polytechnics before the commencement of trainings. These coordinating/ Resource centers shall be the Center of Excellence. **Action: Principals of above Polytechnics**

It is also informed that if any of the Old Workshop/ Laboratory Machinery are not working, they can be serviced with the help of Reputed manufacturing company under AMC.

Action: Principals

(iv) Maintenance of Laboratories & Libraries and Procurement of Equipment

The Principals of old Polytechnics informed that the laboratories contain unserviceable, outdated and obsolete equipment which are required

to be condemned. Hence the CTE directed that a meeting shall be convened with such polytechnics to examine the proposals by duly appointing a suitable inspecting officer. The schedule of meetings shall be

26-05-2017 – EEE, ECE, EIE & Computer branches

27-05-2017 – Automobile, Mech., Civil & Printing Tech

Action: AD(K)

It is the responsibility of Head of Section in establishing Laboratories and conduct of Experiments in their section and must see that 100% percent of lab experiments are conducted for each class. All the Principals shall conduct a meeting with their HOS & to draw an action plan by the end of June'2017 so as to conduct at least 80% practical classes some less equipped institutions.

Action: Principals

The budget under 520/521 Purchases shall be released to the needy institutions. Principal, GPT, Nizamabad, have requested Rs.50.00 Lakhs for Lab equipment. required Budget shall be released to the needy Polytechnics by CTE office:

Action: AD(B)

(v)Tech Fest:

It is decided to send the faculty and few students for visit to best Polytechnics of the Country to study the Best practices and create live projects.

Action: Principals

It is proposed to identify best students who have excelled in innovation & creativity project, best paper presentation, seminar, poster presentation, in (10) old districts for (10) courses @ Rs.5,000/- per students.

Action: Principals/ AD(Trg)

The blazers shall be given in 1st quarter itself. **Action: Principals/ AD(Trg)/ AD(B)**. A Committee will be planned to call for centralized tenders for all Colleges.

It is decided to conduct Tech Fest award function in February/March every year.

Action: Principals/ AD(Trg)

Review of Departmental activities:

- ✓ All the CDTPs shall function effectively. The Principal GMRP Gajwel, shall coordinate in Documenting and publishing a book on CDTP activities in the Polytechnics of the State. **Action: Principal, GMRP, Gazwel**

- The status of Applying to NBA was reviewed. The Identified Polytechnics for NBA documentation must put efforts in improving the facilities at their institution to the Standards prescribed by NBA so as to go for NBA accreditation. Mentors shall be appointed to the NBA institution to check the preparedness and to help on similar lines of NAAC. The CTE directed that The top priority shall be given to the requirements of GPW, Warangal as it is applying for NB accreditation. A review meeting shall be conducted with the coordinators/principals of the NBA institutions

Action: AD(K)

- The BMA is mandatory for all students and Staff. The CTE is directed to call explanation for the staff who have not recorded the BMA. The Center for Good Governances (CGG) is directed to restore the class log book format in the department website.

Action: AD(G)/CGG

- The CTE commended the Principals on best practices adopted by the department as well as institution in a proper way.

Other issues:

- ✓ The contract lecturers shall be on duty from 08-06-2017. A letter to be addressed to the Government requesting to fill up the vacant posts in the institutions. **Action: AD(G)/ AD(B)**

- ✓ The A.O. post shall be created in GPW, Warangal ,

Action: AD(C)

- ✓ Call for explanation of the Principal, GPW, Medak for not improving the standards. **Action: AD(C)**

- ✓ The Principals shall submit the final reply to the Audit Paras within (15) days. **Action: Principals**

- The Principals Shall spent the balance Amounts of Schemes available in their DDO Account immediately as per norms and rules for the purpose for which it was allotted.

Action: Principals

Civil Works:

- ✓ Principal, GPT, Mahabubnagar, have requested Administration sanction for Rs.18.00 Lakhs, for White Wash & Compound wall. It is clarified that the Administrative sanction is already issued.
- ✓ Principal, GVI, Secunderabad have requested for additional class rooms . **Action: AD(K)**
- ✓ The Principal GP, Nalgonda has requested for revalidating the Administrative sanction of Rs. 64.00 Lakhs towards construction of Computer Lab. **Action: AD(K)**
- ✓ Principal, GP, Nandipet has requested for intervention of CTe for installation of Transformer which is not done by Discom even after paying Requisite fee. **Action: AD(K)**

SBTET issues:

- ✓ The Secretary, SBTET, have informed all the principals that 1st year is also semester pattern with 1 & 2 semester and the class work 1st semester will commence from 14-06-2017 and for 3 & 5 semesters from 09-06-2017. In view of the changes in New curriculum The Principals shall establish the New Laboratories with relevant equipment and software. **Action: Principals**
- ✓ The Secretary, SBTET, has informed that the unit tests to be conducted for theory & Practicals subjects as per Schedule. **Action: Principals**

Sd/- A. VANI PRASAD
COMMISSIONER

md. Sadeg nain
26/5/17
For COMMISSIONER
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