

Minutes of Meeting of Task Group on  
“ICT for Learning and Support, and Administrative Services”

April 04, 2013

First preliminary meeting of task group was held on April 04, 2013 at 4.00 P.M. in IT Center. The Meeting was coordinated by Dr. Raj Kamal, Director/Coordinator IQAC and attended by the following members of the committee.

1	Dr. Raj Kamal, Director/Coordinator IQAC	Coordinator
2	Dr. Sanjiv Tokekar, Director, IET	Member
3	Dr. D. S. Bhilare, Head Computer Center	Member
4	Dr. G.H.S. Naidu, Head, University Library	Member
5	Dr. Mrs. Vrinda Tokekar, Head, IT Center	Member
6	Dr. Ugrasen Suman, Reader, SCSIT	Member
7	Mrs. Preeti Saxena, Reader, SCSIT	Member
8	Dr. Anil Sharma, Deputy Registrar, Establishment	Member

The Item wise minutes of the meeting are as under

(1A) Agenda item no.1: Establishment of Virtual Class Rooms for Inter-departmental and Lectures from National Institutions

The following are the cost estimates **Minimum Requirement** for establishing virtual class rooms.

**for Virtual Class Room set up in Departments with 30 seats capacity.**

S. No	Item Name	Quantity	Estimated cost
1	Overhead Projector with Large Screen (with reasonable resolution)	01	45000/-
2	Video Camera with tripod	01	45000/-
3	Video Capture Device (Easy Cap and HDMI cable)	01	1500/-
4	Professional Wireless/Wired MIC with 10 meters long cable with stand	01	5000/-
5	One Professional Audio Mixer with Single Amplifier or Two high watts audio amplifiers with four good speakers	01	20,000/-
6	<b>Power backup for Above Equipment</b>		<b>13, 500/-</b>
	<b>Subtotal</b>		<b>1,30,000/-</b>
7	Computer terminal(s) networking and Direct Internet line with one public IP address in the classroom/lab required	Internet line is Available from IT Centre	
8	Room with reasonable good acoustic	-	-

	arrangement		
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It is recommended that different School of Studies take initiatives for setting up virtual class rooms in the class rooms with available projector and screen, at least with facilities number 2 to 6, above, to start with. Later on following equipment can be added:

9	Desktop Computers (@Rs. 35,000/- each)	30	10,50,000/-
10	Computer table, chairs, etc.	30 sets	5,00,000/-
11	Online UPS 5kva 2Hrs. battery backup for 30 computers	01	2,50,000/-
	<b>Subtotal</b>		<b>18,00,000/-</b>
		<b>Total</b>	<b>19,30,000/-</b>

It is proposed that the classes such as language learning, computer applications, computer programming languages and research methodology can be started within the departments of the University.

The benefits of virtual classes from National institutions will also become available.

(1B) Agenda item no.1B: Use of Virtual Laboratories

Certain disciplines have virtual laboratory software available on the Web, These are recommended for use in select laboratories.

(2) Agenda item no.2: Webinars

Departments are recommended to make arrangements for displaying or group emailing the list of webinars available related to topics being taught and 'beyond the syllabus learning' by advanced learners.

(3) Agenda item no.3: E-Books

Dr. G. H. S. Naidu will make available the facilities available from leading publishers such as McGraw-Hill, Pearson and Springer. Central library can order these from the available grants/budget.

(4) Agenda item no.4: Software development for e-governance

Dr. Ugrasen Suman and Mrs. Preeti Saxena under guidance of Prof. Mrs. Vrinda Tokekar will take up these as projects of students of SCSIT and IET and get these developed for leave processing and students' feedback analysis.

Director/Coordinator IQAC