Minutes of the Academic Committee Meeting

STRC, Gandhigram
Date: 09.11.2011

Members Present:

- Dr.R.Jaya Raman, Director, CED Centre
- Mr.Pramod, Joint Director-In charge, TANSACS
- Mrs.Bala Nalini, Retd HOD., Madurai Kamaraj University
- Mr.Berlin Jose, Director, RUSS Foundation
- Dr.P.Nandagopalsamy, Director, GIRH&FWT
- Mr. X.Jude Alexander, Training Coordinator, STRC
- Mr. J.Mathan, Training Officer, STRC
- Mr. P.Selvaraj, Training Officer, STRC

Leave of Absence:

- Dr.Bimal Charles, Project Director, APAC, VHS.
- Dr. Usman, Consultant, TANSACS/NACO
- Dr. Mohammed Esoof, Consultant, TANSACS
- Prof. Gurusamy, HOD, Department of Sociology, Gandhigram Rural University [GRU]
- Prof. Sudhir, department of Applied Research, GRU
- Mr. Bakthavachalam, Director, Association for Rural Mass
- Project Director, Puducherry AIDS Control Society
- Dr. Vijaya Raman, Senior Program Manager, TAI, VHS

The 6th Academic Committee [AC] meeting was started at 10am with the welcome address by X.Jude Alexander, Training Coordinator, followed with the presentation of Mr. J.Mathan, Training Officer, STRC on the activities carried out from April 2011 to October 2011. Prior to this, Mr.Jude Alexander, had requested all the ACM Members to introduce about themselves to others. The Director, GIRHFWT and Mr.Pramod, JDTI- In-charge have attended the ACM for the first time.

Recommendation of the V ACM was presented by Mr.J.Mathan, Training Officer, STRC

Strengthening Resource Pool at TANSACS

It was discussed in the previous ACM that a meeting on strengthening STRC resource pool can be organized at TANSACS to improvise the training methodologies. STRC, in response to the action point, had shared that they had faced difficulty in organising the same as they were unaware of the budget allotment. Hence it was not carried out. Adding on to this action point, it has been suggested that STRC can send a questionnaire to all the Resource persons on evaluating the training methodologies adopted by STRC and evaluate the same.

Conduct Training Programs to the Transitioned TI NGOs according to their Training Need

It was shared that STRC had conducted the training programs after consulting with TANSACS and also considered the training needs of the transitioned Tis.

STRC to collect database of the TI NGOs

It has been discussed that STRC was having the TI Details such as Names of the Tis, Addresses for communication, and the number of staffs presently working in the Tis. But it was expressed that STRC did not have names of all the staffs in the TI and their status of the trainings undergone so far in STRC. It has been decided that TANSACS will send the names of all the staffs working in the TI very shortly as they are in the process of capturing the details from all the Tis. This will help in avoiding repetitions and duplications.

STRC requests a budget for Learning Site Development, Pamphlets, Exposure visit to TANSACS and LCD Equipment

STRC had clarified with Mr.Pramod, Joint Director- In-charge, whether the budget allotted for conducting training programs can be utilised for Learning site development visits and exposure visits. In turn, Mr.Pramod had replied that the budget can be utilised for the same from the existing training budget. When discussed about the LCD for training programs, it was decided by the members that a LCD can be purchased from the Institute fund and hiring charges can be claimed from the STRC training budget as and when it is utilised. The final decision has to be taken by the Director of the Institute.

To develop an action plan at the end of all the training programs and follow up the same during field visits

STRC has been doing the same in all the training programs and assessing the same during the field visits. In this regard, Mr.Pramod had suggested STRC to develop a uniform and structured format to capture the post training impact and share the feedback of the same to TANSACS as and when it has been done.

Discussion Points

Mr.Selvaraj, Training Officer, had presented the activities of STRC since April 2011.

STRC had expressed that all the trainees expect them to issue **certificates** for all the training programs. It was also felt that issuing certificates will be an advantage to track the trainees' status of their attendance against all the training programs. All the ACM members have agreed to issue the same. STRC had informed that the budget can be met under line item of stationaries and training materials of TANSACS/TI training programs. The same can be undersigned by the Director, Training Coordinator and the concerned Training Officer. If ToTs are conducted, STRC can discuss and with TANSACS to issue certificates for the ToT attendees.

STRC had expressed that the PE s are **repeatedly** coming for the Peer Education Training programs by representing the other organizations and there are other peers coming for the training programs who are not enrolled as PE in the TI profile. To avoid this repetition and to ensure enrolled staffs attending training programs, Mr.Pramod had suggested that he would share the database of all the TI staffs once it is ready.

Dr.JayaRaman who was one of the Resource persons for Program Management Training had expressed his view that the **duration of the Program Management Training** of 3 days was not sufficient for 3 days as it has to be at least for 5 days so that confidence can be built in among the Program Managers during the training programs and it can also build the concepts of Program Management within them for an effective implementation.

STRC had recommended that TI Division of TANSACS can henceforth **forward the training plan** to all the TI than STRC so that the TI s will receive the training plan well in advance and plan for the same. The same has been agreed by Mr.Pramod, JDTI- In-charge. `

STRC has put forth a request to all the ACM members that whether STRC can conduct the **TESPIM** with the support of TANSACS to all the TI s. In turn, all the ACM members have agreed STRC to conduct the same and also suggested the proceedings to document and present it.

STRC had shared that they had identified Russ Foundation as a Learning site for FSW Intervention and also sought whether LSD has to be identified in all the typologies. In response to this, Mr.Pramod had stated that the LSD should be in all the Typologies.

STRC has expressed that they wanted to be oriented on **Link workers scheme** and requested that STRC can go for an exposure visit to any of the LWS projects. Mr.Berlin Jose, Director, Russ Foundation had volunteered to take the STRC staffs to his organization in Theni for the same as his organization is implementing the LWS project.

Mr.Pramod had recommended STRC to develop a structured format to capture the status of the action points of the trainings which had been carried in the field and to assess the post training impact and the gaps identified.

It was brought to the kind attention to all the ACM members that one more training Officer is to be recruited soon and the advertisement has been published in the Hindu Daily Newspaper-Madurai and Trichy Edition. STRC had requested the members to refer a good candidate for the post and also informed that the interview will be held on 23.11.2011. Some of the ACM members had suggested to recruit a person with good documentation skills.

It was also discussed that STRC can invite students from various backgrounds namely Sociology, Social work and Rural Development Sciences for either field work placements or block placements so that those students will be useful for the trainings and collecting data for the operational researches.

On an average, 20 training programs have been increased since July 2011 and STRC complimented that TANSACS and TSU had properly directed them according to the need of the hour.

It was suggested by the members that a hard copy of the minutes of the ACM can be circulated to all of them as most of the time the members are not access to computer systems and it was agreed by the Director.

Finally the ACM came to an end at 1pm and Mr.Jude Alexander had expressed his vote of Thanks to all of them.

Action points

- Issue certificates to the trainees for the STRC training programs
- Visit to Link workers scheme project for an orientation
- Make use of the TANSACS/TI/ Training Budget for meeting the expenses towards exposure visit, learning site development, pamphlets printing,
- To conduct TESPIM by STRC for all the Tis with the support of TANSACS
- To invite students from Sociology, Social Work and Rural Development Sciences for the field work placements and block placements
- To develop a structured format to capture the post training impact
- To request TANSACS for sending the STRC monthly training plan to all the Tis than STRC sending to them.
- To send a questionnaire to all the Resource persons on evaluating the Training methodologies adopted by STRC.
- To distribute certificates for the trainees for the training programs.
- STRC to facilitate the TESPIM with the support of TANSACS.

Minutes Recorded by

X.Jude Alexander

TCO/STRC