

Proceeding of the 19th Meeting of EEI Management Committee

At AAU Khanapara Campus, Guwahati on 29th May, 2011



EXTENSION EDUCATION INSTITUTE (NE Region)

Ministry of Agriculture, Govt. of India

Assam Agricultural University, Jorhat-785013

Proceedings of the 19th EEI Management Committee Meeting held on 29th May, 2011

The meeting was held under the Chairmanship of Dr. K. M. Bujarbaruah, Vice Chancellor, Assam Agricultural University (AAU) in the VC's Conference Hall of AAU, Khanapara Campus, Guwahati on

29th May, 2011.

The agenda of the meeting is placed in Annexure-I

The list of the members present in the meeting is given in Annexure-II.

Agenda Item No. 1 : Welcome Address

At the outset of the meeting, Dr. D. K. Gogoi, Director, EEI, AAU, Jorhat, welcomed the Hon'ble Chairman and members. He also presented a brief outline of the salient achievements of EEI since its inception.

Agenda Item No. 2 : Opening remarks of the chairman

The Chairman, Dr. K. M. Bujarbaruah welcomed the members at the outset, and then congratulated Dr D. K. Gogoi for his outstanding contribution to EEI as well as AAU during his successful service tenure.

The chairman put forth the following comments and suggestions in his opening remarks:

1. Shifting of EEI, though agreed upon in the last meeting, to Guwahati has not yet materialized. He therefore desired to know the stand of the Ministry through Dr. Tripathi, Director (Extn. Training), Directorate of Extension, Ministry of Agriculture (MoA) , GOI so that a final decision on either strengthening EEI, Jorhat or its transfer to Guwahati could be taken in their meeting itself.
2. Necessary steps to be taken to increase participants from the four states – Manipur, Tripura, Sikkim and West-Bengal.
3. An impact study of training programmes of the EEI need to be carried out by a Third Party.
4. The training programmes should substantially be skill oriented.
5. EEI, AAU need to be strengthened in terms of strength of staff, infrastructure facilities and programmes, so as to bring EEI(NER), AAU to the level of other EEIs.
6. There should be convergence between EE(NER) AAU and other of the training institutes of NE states so that effort of one could be supplemented by the other to bring in effectiveness of the training.
7. Video Conferencing with MANAGE faculties could contribute towards effectiveness of EEI's training programmes. MANAGE may take initiatives to equip and facilitate EEI,AAU for the purpose.
8. Extension functionaries need also to be trained on Plant Variety Registration, IP issues and Climate change.

On request of the Chairman four of the members presented their remarks as follows:

The remarks made by Dr. R. K. Tripathi, Director (Extn. Training), Directorate of Extension, Ministry of Agriculture (MoA) , GOI, were as hereunder:

- The prompt implementation of the recommendations relating to re-designation of Principal EEI as Director, EEI with delegation of power and authority by the AAU would significantly contribute to the growth of the institute.

- Ministry would take up necessary steps regarding shifting of EEI, AAU from Jorhat to Guwahati based on the response of AAU to the proposal communicated last week by the Additional Commissioner(Extn.), MoA, GOI. – Dr. Tripathi referred to the last letter written by Additional Commissioner, Ministry of Agriculture(MoA) , GOI in this context.
- Directorate of Extension, MoA, GOI is in the process of exploring possibilities of strengthening manpower of EEI, AAU, Jorhat.
- EEIs' programmes are to be determined as per the recommendations of the Annual Training Planning Workshop for MANAGE, EEIs and SAMETIs held at MANAGE during May 18-19, 2011.

Dr. A. Reddy, Director(HRD), MANAGE , Hyderabad stated the following points:

- Research should be integral function of a Training institution. As discussed in the Annual Training Planning Workshop of MANAGE, EEIs and SAMETIs held at MANAGE during May, 2011, EEIs need to take up appropriate research studies.
- There should be a continuous effort of assessing training needs. Attempt is to be made to assess training needs of each of the participant of EEI training programme by using a proforma.
- As recommended in the Annual Training Planning Workshop, EEIs are to organize Training Planning Workshop during first fortnight of the month of January.
- Till permanent posts are sanctioned by the Ministry of Agriculture, GOI, a few staff may be appointed on contractual basis.
- Appointing retired persons on contractual basis could be a good option.

Shri Amrit Deuri, Director of Agriculture, Govt. of Assam stated that EEI, AAU is contributing substantially in capacity building of the extension personnel of the department. He informed that the process of appointing Director and other staff of SAMETI of Assam is almost completed , and hence SAMETI-Assam will function with its full strength and with cooperation of EEI, AAU.

Shri A. K. Purkayastha, Director of Agriculture, Govt. of Arunachal Pradesh stated that the state has been receiving satisfactory support from EEI, AAU in capacity building of the extension functionaries. EEI also has been playing catalytic role in providing support of AAU's resource persons to the department of Agriculture, Arunachal Pradesh.

The Director EEI informed the committee that the Video Conferencing equipments originally provided by MANAGE, Hyderabad was at ATIC, AAU in out of order condition. The set was brought to EEI, and quite a number of efforts were put to repair the same. The set however, could not be repaired. Technical experts from NIC also could not succeed. He added that Director (IT) of MANAGE was requested to do the needful.

Agenda Item No. 3 : Confirmation of the Proceedings of last meeting

The proceedings of the last EEI Management Committee meeting held on 20th Nov. 2010 were confirmed by members.

Agenda Item No. 4 : Action Taken Report

The Director, EEI Dr. D. K. Gogoi apprised the committee regarding action taken on decisions/recommendations of the last meeting held on 20th Nov. 2010. The action taken report is included in the enclosed Agenda Note.

Actions were taken on all the decisions and recommendations excepting on conducting training in ICT mode. The Director EEI informed the committee that the recommendation would be executed as and when needed infrastructures and manpower would be available to the institute. The chairman and the members found the report satisfactory. Discussion took place relating to two of the actions: 'strengthening of manpower' and 'Shifting of EEI to Guwahati'. The comments, suggestions and recommendations on the issues are placed hereunder:

a) Strengthening of manpower:

The members emphasized the need of strengthening EEI (NER) with manpower equal to other 3 EEIs of the country.

Shri A. K. Purkayastha, Director, Agriculture requested the Director (Extn. Training), DOE, MoA, GOI to provide sufficient manpower to EEI Jorhat so that one of the faculties can cater to the need of one or two states.

Dr Anand Reddy, Director (HRD) , MANAGE pointed out the possibility of appointing suitable retired persons on contractual basis .

The Chairman, Dr. K. M. Bujarbaruah said he would write a letter to the Secretary, Ministry of Agriculture, Govt. of India, for the purpose. He also requested Dr R. K. Tripathi, Director (Extn Training) , DOE, MoA, GOI to make provision for sufficient fund for appointing staff on contractual basis.

b) Shifting of EEI to Guwahati

Shri A. Deuri, Director, Agriculture, Assam, Shri A. K. Purkayastha, Director, Agriculture, Assam and Dr Anand Reddy, Director, MANAGE urged that appropriate steps to be taken to shift EEI(NER) from Jorhat to Guwahati so as to grow as a premier institute in the NE region.

Dr. R. N. Goswami, Dean, Faculty of Vety. Science, AAU assured Chairman and the members of the meeting to provide all support needed for proper functioning of the EEI in the Khanapara campus with accommodating spirit.

The chairman, Dr. K. M. Bujarbaruah called attention of the members to the need and advantages of co-existence of organizations with mutual support. Further, the chairman highlighted the significance of the location of the Khanapara campus of AAU, and emphasized that the EEI could be established in the AAU-Khanapara campus, Guwahati by constructing 2 additional floors on the two storied building earmarked earlier for the purpose.

The chairman stated that establishing the EEI on a separate plot of land at Khanapara, Guwahati is also possible provided the Ministry of Agriculture, GOI grant adequate fund. He also expressed that the EEI, AAU need to be strengthened with adequate infrastructure facilities urgently - either by establishing at Guwahati or otherwise by creating facilities at Jorhat.

Agenda Item No. 5 : Annual Report , 2011

Dr D. K. Gogoi, Director, EEI, AAU presented the annual report under two heads: a) Training performance and b) Budget performance.

a) Training performance

The training performance of the institute was presented in terms of eight indicators: i) Number of on –campus programme; ii) No. of Off-campus programme; iii) Additional courses ; iv) Number of total participants in the year; v) Percentage of overall attendance ; vi) Average participants per course ; vii) State-wise distribution of participants and viii) Department/organization-wise distribution of participants.

The chairman expressed his concern regarding less number of participants from the four states including Manipur, Sikkim, Tripura and West Bengal. He volunteered to write letters to APCs of the states.

All the members highly commended the training performance of EEI, Jorhat and congratulated the Director, faculties and staff.

b) Budget performance

While presenting the financial progress, 2010-11 by Director, EEI, the chairman asked to spell out why Rs. 45.50 lakh remained as unspent balance. The Director stated that the reason is non-receipt of approval from DOE, GOI for incurring expenditure of non-recurring.

The chairman commented that once budget is sectioned with head-wise allocations based on proposed annual action plan, - item-wise approval once again might not be necessary.

Responding to the chairman's comments, Dr. R. K. Tripathi, Director (Extn. Training), MoA, GOI informed that this occurred because, last year Department of Agriculture and Cooperation, Ministry of Agriculture, GOI made an attempt to ensure purchase of high standard computer s and other electronic equipments to all the EEIs.

Agenda Item No. 6 : Proposed Training Programme , 2011-12

Dr. Pradip K. Neog , Professor, EEI presented the proposed Training/Workshop to be conducted during 2011-12. He also briefed about the research study proposed to carry out within next 2 years. The committee approved the programmes and research studies.

Agenda item No. 7 : Proposals for discussion

The Director, EEI placed three proposals before the committee. The comments/ recommendations on each of proposals are placed hereunder:

- Regarding the proposal of 'Up-gradation of a grade-IV post to Junior Accounts Assistant', the chairman commented that instead of upgrading the post, effort is to be made to obtain sectioned of all the necessary posts from the Ministry of Agriculture, GOI so that EEI, AAU functions effectively.
- The chairman and the committee approved the proposal of ' Re-designation of Audio-Visual Assistant as lower Division Assistant. The Same person will continue in the same pay scale.
- The Committee approved the proposal of purchasing following equipments/furniture items from the unspent amount of the approved budget of 2010-11.
- The chairman asked Director EEI to purchase 2 number of desktop computer s instead of 3 –as proposed, and to purchase 3 computer tables instead of 4. The chairman added that attempt is to be made to purchase high standard and good quality of items considering the availability of fund. .
- Dr. R. K. Tripathi, Director (Extn. Training), DOE, MoA, GOI suggested to purchase a Colored Laser Printer for quality production of reading material and other documents of the institute.

The approved items are as hereunder:

S.N.	Item	Unit
1	Desktop computer	2
2	Laptop computer	1
3	Xeroxed machine	1
4	LCD Projector	1
5	Fax Machine	1
6	Computer table	3
7	Display screen	1
8	Colored Laser Printer	1

Chairman's concluding remarks

The Chairman requested members to state their views, if any.

Shri A. K. Purkayastha stated that the Department of Agriculture, Govt. of Arunachal Pradesh would require much support of AAU's resource persons in the coming years, and requested the chairman to provide the same as and when needed. He added that EEI would continue to support the department for the purpose.

Dr. (Mrs.) Manju Das , Head of the Department of Extension Education, Faculty of Home Science stated that the SMS (Home Science) in the KVKs need training on Homestead Gardening and Value addition of Milk Products. The chairman expressed his view that such training should be organized by concerned RARS and Associate Director of Extension Education, Khanapara, AAU.

In concluding remarks, the Chairman, Dr. K. M. Bujarbaruah expressed his satisfaction for meaningful deliberations and recommendations of the meeting. He thanked all the members for their valuable suggestions and cooperation, and congratulated Director, EEI and the team of the institute for their commendable performance.

Salient Recommendations

1. An early decision on shifting of EEI from Jorhat to Guwahati shall be conveyed by the Ministry.
2. Staff position in all the EEIs shall be made equal and wherever excess positions are there, the same positions shall be transferred to EEI, Jorhat. Meanwhile, EEI,AAU shall engage persons on contractual basis to cope up with the increased activities.
3. Impact study of EEI shall be carried out by a 3rd party soon.
4. VC,AAU and Chairman, EEI Management Committee shall write to APCs of the 4 States for increase participation in the training programmes.
