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AGENDA

7th MEETING

PROGRAMME MANAGEMENT COMMITTEE

1400 hrs/ February 21, 2011

Tamil Nadu House

New Delhi

Lal Bahadur Shastri National Academy of Administration, Mussoorie

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ITEM 1 – Confirmation of minutes of 6th Meeting dated January 13, 2011

1. Minutes of the last meeting were circulated vide e-mail to all members of the Committee. No comments have been received. The minutes are placed for confirmation by the Committee. (Please see **Annexure-A**).

ITEM 2 – Update on outcomes of workshop for reviewing the design of Phase V (for Round 5) of IAS MCT Programme

1. It was decided in the last meeting of the PMC (held on January 13, 2011) that a workshop would be organized in February 2011 in Delhi to review the design of the Phase V programme. Accordingly, a workshop is being held on February 21, 2011 (pre-lunch) wherein some of the previous and prospective participants of the Phase V programme and members of the PMC have been invited. The workshop would be chaired by the Secretary (Personnel), GOI.

2. Mr. PK Gera, Joint Director, LBSNAA and Course Coordinator of the Phase V programme would apprise the members about the salient outcomes of the workshop and the proposed changes sought to be incorporated in the design of the Phase V in the coming round.

ITEM 3 – Selection of partner institutions to deliver the 2-week Public Policy Module (for Round 5 & 6) as part of the Phase IV Programme

1. Pursuant to the outcome of the 5th meeting of the PMC, the Academy had shortlisted five institutions with a proven track record of delivering executive education programmes on public policy with domain knowledge of Indian governance issues. A Request for Proposal (RFP) was circulated to these institutions, viz. IIM Ahmedabad, ISB Hyderabad, LKY School for Public Policy (NUS Singapore), TERI New Delhi and MDI Gurgaon. The last date for receipt of offers (with two-stage bids, i.e. separate technical and financial bids) was **February 15, 2011**.

2. The Academy received three offers (i.e. hard copies by post/ courier) from IIM Ahmedabad, LKY School for Public Policy (NUS Singapore) and TERI New Delhi. An offer was received vide e-mail from ISB Hyderabad on February 15 but a hard copy had not been received in the Academy till February 16, 2011. It is pertinent to mention here that the RFP document clearly mentioned that bids are to be sent in sealed envelopes latest by 5.00 PM on February 15, 2011.

3. The Chairman of the PMC has constituted a Sub-Committee for evaluating the Technical Bids received from the participating institutions. The Sub-Committee is headed by Sh. KT Chacko, Director, IIFT Delhi and includes Smt. Upma Srivastava, JS (Training) and Sh. Sanjeev Chopra, Joint Director, LBSNAA as its other members. The Sub-Committee would be required to evaluate the respective Technical Bids received and shortlist those institutions whose technical bids were found acceptable. The suggested criteria for evaluating the Technical Bids is as follows:

S. No	Criteria	Weight
1	Programme Design	40
	• Design & timetable	25
	• Pedagogical methods, including case study method	15
2	Faculty	40
	• Profile of suggested faculty, including mix of Academicians and Practitioners	15
	• Quality and experience of internal faculty based on CVs	25
3	Institution's record of delivering executive education programmes for civil servants	20
	Total	100

3. A meeting of the Sub-Committee has been convened after the meeting of the PMC on February 21, 2011. This is placed for the information of the Committee.

ITEM 4 – Any other item/s to be taken up with the permission of the chair

1. Any other issue/s may be taken up for discussion with the permission of the Chair.

ANNEXURE – A

MINUTES OF THE 6th MEETING OF PROGRAMME MANAGEMENT COMMITTEE (PMC) HELD AT 1515 HRS ON JANUARY 13, 2011 AT LBSNAA, MUSSOORIE

1. The following members were present:

- (i) Sh. Padamvir Singh, Director, LBSNAA, Mussoorie
- (ii) Dr. Vishwapati Trivedi, Additional Secretary & FA (Home & Personnel), GOI (through video conferencing from Delhi)
- (iii) Dr. HP Dixit, former VC, IGNOU
- (iv) Sh. PK Gera, Joint Director, LBSNAA, Mussoorie
- (v) Smt. Upma Srivastava, Joint Secretary (Training Division), DoPT, GOI (through video conferencing from Delhi)

Smt. Alka Sirohi, Secretary (Personnel), GOI, who was visiting the Academy for an interaction with the Phase V participants, also joined the meeting. Sh. B. Srinivas, Director (MCT), Training Division, DoPT was also present.

Sh. Alok Kumar and Sh. Tejveer Singh, both Senior Deputy Directors, LBSNAA, Mussoorie assisted the Committee.

2. At the outset, the Director welcomed Secretary (Personnel) and the members to the meeting and thanked them for joining the feedback session with the Phase V participants as well. Thereafter, the Committee took up the items listed on the agenda. After detailed deliberations, the following decisions were taken on each of the agenda items:

- (i) Confirmation of minutes of the 5th meeting - The Committee confirmed the minutes of the 5th meeting of the Committee held on November 25, 2010.
- (ii) Update on Current Round (Round 4) of Phase V of Mid Career Training Programme - Sh. PK Gera, Joint Director and the Phase V Course Coordinator apprised the Members regarding the overall assessment of the Phase V Programme as well as the general feedback received from the participants, both formally and informally. The Committee took note of the various suggestions made by participants in the feedback session held immediately prior to the meeting and asked the

Course Team to collate them and place them for the consideration of the Committee in its next meeting.

- (iii) Design of Phase V programme for future rounds, viz. selection of partner institution (including foreign component at Harvard Kennedy School), eminent guest speakers on public policy – Sh. PK Gera, Joint Director and Course Coordinator, Phase V solicited the views and suggestions of the members of the Committee on organizing future rounds of Phase V programme. After discussion, it was decided that after the feedback of the current participants of Phase V had been collated and examined by the Academy, a day's workshop could be organized in Delhi wherein some participants (including those from the earlier rounds) could be invited for reviewing the course design. The outcome of the workshop could be presented before the Committee in its next meeting.

It was observed by the Secretary (Personnel) that the outstanding Strategy Papers as well as the insights and monograph on Governance Challenges and Reforms presented by the participants of the current programme should be brought out by the Academy in the form of an independent publication. Dr. Trivedi, ASFA observed that, in future rounds, the course could be up-scaled further by inviting global leaders and eminent speakers of international repute with a greater focus on leadership.

- (iv) Update on preparation for round 5 & 6 of Phase IV Programme – The Committee took note of the Request for Proposal (RFP) circulated by the Academy to five institutions for delivering a 2-week module on Public Policy. It was suggested by Dr. Trivedi, ASFA that the Technical Evaluation of the bid must be done properly and thereafter only should the Financial Bids be opened. The Director stated that the recommendations of the internal committee for evaluating Technical Bids shall be placed for the consideration of the PMC before a decision on the Financial Bids is taken.
- (v) Update on minor changes in the MCT Programme schedule for 2011-12 – The Committee took note of the revised schedule and accorded its approval.
- (vi) Foreign Study Tour for Phase III (Round 5) in 2011 – The issue of possible destinations for the Foreign Study Tour for Phase III (Round 5) was discussed in the meeting. The Director informed the members that it had been suggested by the Course Coordinator that Brazil may be considered as a possible destination in lieu of South Korea for the

coming Phase III programme, being a country of comparable size in both geographical and economic terms. It was observed by the Secretary (Personnel) that while doing so due diligence may be exercised regarding possible linguistic limitations in Brazil due to general lack of proficiency in English. After discussion, it was decided that the Academy may explore the alternative option of Brazil by identifying a suitable public institution for collaboration and taking into account the observations of the Secretary (Personnel). It was also suggested that the Academy explore possibilities of sending participants to more than one country, viz. Brazil, South Korea and South Africa in order to bring in greater countrywide experience to the programme.

3. The meeting ended with a vote of thanks to the Secretary (Personnel) and the chair.