

## **SHARE AND MENTOR INSTITUTIONS (MARGDARSHAN)**

<b>2.1.1</b>	<b>Objectives</b>
	(a) Mentoring to institutes by a well performing Institute.
	(b) The Hub 'n Spoke system is to be established by a Institute of repute as a Mentor within an existing facility to serve as the hub to guide and disperse knowledge to ten technical institutions to encourage best practices. The secondary branches, the spokes, are additional services provided to faculty for self improvement. Eventually, the Hub 'n Spoke system will allow for inter-hamlet information sharing, such as technical education, research and sharing of resources to the entire system.
<b>2.1.2</b>	<b>Eligibility</b>
	(a) The mentor Institution/ University Departments must be Government or Government Aided/Self Financed institute.
	(b) AICTE approved institutes/ University Departments can participate.
	(c) The Mentor Institute/ University Departments should have been before established 15 years.
	(d) The Mentor institute should be conducting PG/UG courses of which at least fifty percent of the courses should be NBA Accredited and total NBA accredited UG/PG courses should not be less than three each.
<b>2.1.3</b>	<b>Duration of the Project</b>
	(a) Duration of project shall be of 3 years.
<b>2.1.4</b>	<b>Limit of Funding</b>
	(a) The Council shall sanction a maximum grant of Rs.50.00 lakhs to conduct one Margdarshan Programme. The expenditure under the Heads 'Honorarium to Course Coordinator' and 'Honorarium to Resource Persons' shall not exceed 1% & 20% respectively of the total sanctioned grant for the Programme. However, overall expenditure shall not exceed the funds sanctioned for the Programme.
<b>2.1.5</b>	<b>Disbursement of the Funds</b>
	(a) 90% amount as advance to Government/ Govt. aided institutions and 10% after submission of UC and all required documents.
	(b) 50% amount as advance to self-financing institutions and 50% after submission of UC and all required documents.
<b>2.1.6</b>	<b>Processing Methodology:</b>
	The proposal shall be assessed by an Experts Committee constituted as follows:
	(a) Three member expert committee not below the rank of Associate Professor.
<b>2.1.7</b>	<b>Terms and Conditions</b>
	(a) The Mentor Institute shall identify at least ten other institutions for the programme. <b>The distance between hub and spoke should be less than 600 kms.</b> A MoU should be signed among the Institutions to conduct the programme.
	(b) The Mentor Institute is expected to conduct programs for the technical up liftment of the member Institutions in terms of teaching learning process. Atleast 06 Faculty Development Programme (FDP) each of one week duration and minimum 30 participants, research interaction between the hub and spoke and ensuring not less than 25 Guest Lectures for mutual benefits. The Other expenditure for boarding & lodging maybe incurred out of the grant received for the scheme.
	(c) The Chief Coordinator shall be a full time faculty member of the Mentor institute. The participating institutions are required to nominate fulltime faculty members (one from each participating institutions) as the co-coordinators of the project.
	(d) The Chief Coordinator shall be primarily responsible for the implementation of the project.
	(e) The Chief Coordinator is expected to give a comprehensive list of participating institutions and their brief profile.

<b>(f)</b>	<p>The chief coordinator is required to provide a brief two page write upon the proposed NCP indicating the following points at the time of submitting the initial proposal. This may undergo some degree of modification in the Detailed Project Report, which is required to be submitted within three months from the date of receipt of seed money from AICTE:</p> <ul style="list-style-type: none"> <li>• Details of Mentoring of the institutions.</li> <li>• Particulars and academic profile of the Chief Coordinator and Co-coordinators to be involved.</li> <li>• Manpower requirement. The Council does not provide project staff. However, in exceptional cases, technical project staff maybe engaged only on contract after taking a formal approval from AICTE. The remuneration for such staff may be fixed as per their qualifications and should be met from recurring expenditure component of the projects (not exceeding 15%of the total sanctioned recurring grant-in-aid).</li> <li>• Details of financial layout and deliverables of each participating institution.</li> <li>• A time activity chart indicating time schedule along with deliverables from each participating institution.</li> <li>• Copies of letters of intents/ MOU are signed between the participating institutions.</li> </ul>
<b>(g)</b>	<p>The Chief - Coordinator must submit Annual Progress Report every year indicating the progress of the cell and the status of the grant-in-aid utilized. Quarterly presentation on the outcome of the project should be emailed to AICTE for uploading in the AICTE website If it is found that the grant-in-aid released is not being utilized for the purposes for which it was intended for and the progress of the programmes are not satisfactory, the project programmes shall be closed down. Action may be taken to seek refund of grant released. Further extension of financial support from AICTE shall be based on the progress of the project and effective utilization of the earlier grant-in-aid provided.</p>
<b>(h)</b>	<p>If the Chief Coordinator leaves the institution, retires, or goes on long leave, the institute will appoint another Chief Coordinator to the programme, under intimation to the council immediately.</p>
<b>(i)</b>	<p><b>“The fund, so released shall be utilized to conduct programmes for technical up liftment of the Faculty Members and shall not be used for purchase of equipment like computer, laptop etc.”</b></p>