**Meeting - Commencement of DRC programme 31/1/19**

**Attendees**: Manjunath DSERT, Bindu TISS

**Agenda :**

1. Release of finances - TISS expenses as suggested by Mythili
2. MOU between DSERT and TISS
3. Nodal DRC officers for each DIET
4. DIET Proposal required from all 4 DIETs
5. DSERT Librarian
6. Padma GT - Studio requirement and meeting with DSERT Librarian

Letter - <https://drive.google.com/open?id=1cQ-LCZ_hulH7ePO0sCJPjDC4GvU2EvcR>

**Meeting Notes**

1. Release of finances
	1. Manjunath asked for clarifications of budget and a letter immediately to DSERT director asking for release of payment as TISS expenses.
	2. Padma had suggested we do the first meeting in Chamrajnagar in the morning, Manjunath suggested to be included in letter
	3. Manjunath to put up letter on 1/2/2019
2. Manjunath & Bindu agreed that an MOU would be useful. Manjunath suggested a 3-year MOU
	1. Manjunath suggested that we include request for MOU in the letter to director
	2. Mythili to share sample MOU with Bindu
3. Manjunath to convey that all DIETS assign a Nodal officer as DRC in charge who will participate in the programme
4. Manjunath to share Bellary and Dharwad proposal and ask Mysore and Davangere DIETs to write proposal. PSTE - Bellary and Davingere as there is student strength and TPD - Mysore and Dharwad
5. Manjunath suggested 12, 13 as the first workshop dates , all DRC nodal offices, Manjunath and TISS team will meet in Chamrajnagar. Manjunath to organise and convey to hosts
6. DSERT librarian is not available for next few days, away on training. Bindu needs to talk to Padma GT and set up a meeting.
	1. Mythili to suggest how to work with Padma GT
7. Bindu to check with Padma G.T on Videos - duration , numbers and dates. Manjunath to book DSERT studio for the same
8. OER workshops - we need to synergise with e-content team - Usha DSERT before planning OER workshops. Tentatively following will host OER workshops Mysore - Maths; Davangere - Language and Social Science ; Dharwad - Science; Bellary ICT/OER. Bindu to set up meeting with Usha