

Proceedings of the meeting of Department Faculty ICDEOL Committee constituted by the Director (ICDEOL) to purchase the "Words Worth English Language Lab Software" to be installed in the Language Lab of the ICDEOL held on 15.03.2023 in the Chamber of the Director (ICDEOL) at 2:00 P.M.

A meeting of the Department Faculty ICDEOL Committee constituted by the Director, ICDEOL vide notification no. 1-512/2016/ICDEOL/Admn. Dated 14.03.2023 is held on 15.03.2023 in the Chamber of the Director ICDEOL to purchase of "Words Worth English Language Lab Software" to be installed in the language lab of ICDEOL. The Following members are present:

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| 1. Prof. Sanju Karol, Director (ICDEOL) | -Chairman |
| 2. Prof. Kuldeep Singh Katoch, Education (ICDEOL) | -Member |
| 3. Dr. Ashwani Rana, Associate Prof. English (ICDEOL) | -Member |
| 4. Dr. Ashok Kumar Kashyap, Asstt. Professor, Comp. Sc. | -Member |
| 5. Sh. Devi Ram, Deputy Registrar (Admn) ICDEOL | -Member |
| 6. Sh. Narender Nepta, Section Officer (Admn) ICDEOL | -Member/Convener |

At the outset the Chairman welcomed all the members of the Committee. Thereafter the members discuss the issue regarding installation of Software in the Language Lab of the ICDEOL out of generation of RUSA grant which has to be utilized till 31.3.2023. The committee has observed that Software helps in enhancing English Language Skills in the following areas:

- Vocabulary Building
- Pronunciation
- Functional Grammar
- Indianisms (where do Indians make mistakes in English)
- Listening and Comprehension

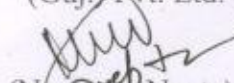
After a detailed discussion, it was decided by all the Committee members that the said software would enrich the Language Lab at ICDEOL and help students enrolled in various courses improve their proficiency in English language skills. For instance, the software would be of immense help for the B. Ed. students enrolled in the ICDEOL to become proficient in English grammar, phonetics and pronunciation.

Also, the software would come in handy for imparting training to students who would enroll in "Diploma in Communicative English"—a one year course, recently approved by the Academic Council of Himachal Pradesh University to be run through distance mode by the ICDEOL. The "Words Worth English Language Lab Software" will help improve communicative skills of students enrolled in this diploma course.

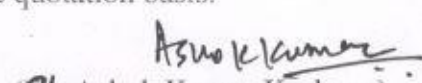
The Language Lab at ICDEOL has been frequented by the students enrolled in the Department of Foreign Languages of Himachal Pradesh University and the "Words Worth English Language Lab Software" would help these students train and enhance their personal and professional communicative skills.

Keeping in view the academic utility of the said Software in enhancing English language skills of students enrolled in various courses offered by the University, it was unanimously decided by the Committee members to procure it for installation in the Language Lab at ICDEOL, H.P. University, Shimla.

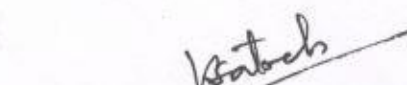
After detailed deliberations, it was discussed and decided unanimously that the "Words Worth English Language Lab Software" to be installed in the Language Lab at ICDEOL. It was also decided by all the members of the Committee that this software is sold by Academy for Computer Training (Guj.) Pvt. Ltd. (ACTUniv). Therefore, the Committee unanimously recommended that this software may be purchased from the Academy for Computer Training (Guj.) Pvt. Ltd. (ACTUniv) on proprietary item/single quotation basis.


(Narender Nepta)
-Member-


(Devi Ram)
-Member-


(Sh. Ashok Kumar Kashyap)
-Member-

(Dr. Ashwani Rana)
-Member-


(Prof. Kuldeep Singh Katoch)
-Member-

Himachal Pradesh University Summer Hill, Shimla-5
International Centre for Distance Education & Open Learning
Administration Section

Dated:- 7th March, 2023

Subject: - Regarding allocation of funds for the utilization of ICDEOL.

A meeting of All the Chairpersons/Directors/Incharge of Department/Centre/Offices was held on 03-03-2022 at 3:00 pm. in the Committee room of Vice-Chancellor's office under the Chairmanship of Hon'ble Pro Vice-Chancellor regarding timely utilization of RUSA funds and further allocation of the unutilized funds. After discussion it was decided that unutilized grant can be spent by the departments and proposal may be sent to the Dean, Planning and Teachers matter immediately for allocation of fund.

It is brought to the kind notice of the authorities that ICDEOL intends to purchase following items for the class rooms, Hostel (boys/girls) and Offices. The detail of which is as under:-

Sr. No.	Purpose for which grant is required	Quantity	Grants allocated	Fund Utilized	Balance of grant	Funds required
1.	Purchase of Furniture (Executive chairs) for ICDEOL Faculty	37	-	-	-	4,90,000/-
2.	Purchase of Desktop Computers all set for Faculty ICDEOL	05	-	-	-	4,98,000/-
3.	Purchase of Interactive panel for Lecture Hall situated at ground floor of ICDEOL	02 ✓	7,50,000/- (renovation of two lecture hall)	4,38,357/-	311643 /-	2,00,000/- ✓
4.	Purchase of Podium with wireless mike and speakers for Lecture Hall and Computer Lab ICDEOL	03 ✓	-	-	-	2,50,000/- ✓
5.	Purchase of Multifunctional colour photocopier printer	1	5,00,000/- (for up gradation of computer lab, ICDEOL)	451994/-	48006/-	40,000/- ✓
6.	Purchase of Video conferencing set up	1 ✓	-	-	-	2,00,000/- ✓
7.	Laptop for ICDEOL Faculty	05	-	-	-	4,90,000/- ✓
8.	Purchase of Words Worth English Language software to be installed in Language Lab of ICDEOL	01 ✓	-	-	-	1,50,000/- ✓
9.	Purchase of Items required for ICDEOL Chatrawas for the use of students					
	(i) Study chair	38	-	-	-	214776/-
	(ii) Sofa Set	02	-	-	-	2,00,000/-
	(iii) Quilt	80	-	-	-	1,32,000/-
	(iv) Quilt cover	80	-	-	-	50400/-
	(v) Pillow	80	-	-	-	35600/-
	(vi) Heat Pillar	10	-	-	-	27100/-
						459876/-

In view of above, it is submitted that the grant received vide Sr. 2 has been allocated for the purpose of renovation of 02 Lecture Hall, ICDEOL and the balance grant is required to be utilized for the purpose of purchasing of Interactive board Lecture Hall situated at ground floor of ICDEOL. The Dean Planning & Teachers Matters, HPU is requested to allow ICDEOL to utilize the renovation grant balance fund Rs. 311643/- for purchasing Interactive board and to allocate extra grant amounting to Rs. 2 Lac for the purchase of interactive panel.

Further, out of the grant received amounting to 5,00,000/- for up gradation of computer lab, ICDEOL

is a letter No. 1-2/2019-HPU(P&D)-Vol-V dated 10.03.2013 received through mail issued by the Planning & Development Officer, H.P. University Shimla regarding allocation of fund under different RUSA heads whereby grant has been received in the name of Director, ICDEOL under RUSA 1.0 & 2.0 head "Infrastructure Grants to Universities" and RUSA head "Equity Initiatives" for the proposal submitted by the ICDEOL. It is also mentioned in the ibid letter that the funds be utilized on or before 25th March, 2023 along with submission of the utilization certificate to the Finance Wing. PUC may kindly be seen/perused please.

The detail of grant received under RUSA 2.0 Head-Infrastructure Grants to Universities and RUSA Head Initiative to ICDEOL is as under:-

Sr. No.	Department Office	Item/activity	Quantity	Grants allocated
1.	Director, ICDEOL	Interactive panels	02	5,00,000/-
2.	Director, ICDEOL	Video Conferencing set up	01	1,58,632/-
3.	Director, ICDEOL	Laptop	01	85,000/-
RUSA Head Initiative				
4.	Director, ICDEOL	Purchase of Words Worth English Language software to be installed in Language Lab of ICDEOL	01	1,50,000/-

In order to purchase the above items through GeM portal, a Committee is required to be constituted out of members already issued by the worthy Registrar and notified by the SPO vide letter No. 10-13/76-HPU(SPS) Vol-IV dated 22.11.2019 (Flag "A"). Further, in case the items are not available on the GeM portal, then the ICDEOL may be allowed to purchase the same from the local market after completing all codal formalities. If approved, following Committee in this regard is proposed for the kind approval of the Hon'ble Vice-Chancellor please:-

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|--|----------|
| 1. Director, ICDEOL | Chairman |
| 2. Finance Officer/Dy. Controller HPU | Member |
| 3. Chairman, Dept. of Computer Science, HPU | Member |
| 4. Incharge Computer Centre, HPU | Member |
| 5. Er. J.S. Sodhi, Bio- Tech. HPU | Member |
| 6. Store Purchase Officer or his nominee | Member |
| 7. Deputy Registrar (Admn./Accounts), ICDEOL | Member |
| 8. Sh. Vijayant Thakur, Programmar, ICDEOL | Member |
| 9. Section Officer (Admn.) ICDEOL | Convener |

In view of above, the Hon'ble Vice-Chancellor is therefore requested to accord Administrative approval and Expenditure sanction with regard to items mentioned vide Sr. No. 1 to 4 and total amount Rs. 8,93,632/- (Rupees Eight Lac ninety three thousand six hundred thirty two only) allocated to ICDEOL under RUSA grant so that the further process can be initiated by the ICDEOL accordingly please.

Submitted please.

[Signature]

[Signature]

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DR (Admn.)

N: 8-10/Supra Submitted to the Hon'ble VC/Vice Chancellor for favour of same and AA/ES please-

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Director

For the kind approval of Hon'ble VC.

[Signature] 13.3.23

Hon'ble Vice Chancellor/Hon'ble PVC

[Signature]

13.03.2023.

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A may be approved as per norms.