

Entrepreneurship Development Institute, Chennai

Minutes of the IEDP review meet with NEN and FCs

on 31.1.2017 at 2.00 p.m. at EDI

Participants:

EDI :	Thiru Rajaraman, Principal Secretary/Director, Ms. Shajeevana, Addl. Dir, Mr. Shiva Shankar, AD/PMO, Ms. Lavanya,
NEN :	Thiru Asgar, Director, Ms. Vishnu Priya, Regional Manager
SASTRA Hub :	Mr. Venkatesh
Anna University, Chennai:	Mr. Kishore, & Daniel FCs
TCE Hub :	Mr. Victor Dev FC,
KCT Hub :	Ms. Arundhathi, FC
AURCC, CBE :	Mr. M Dinesh, FC
Sona College Hub :	Mr. Ashok Kumar, FC.

2. General:

IEDP review meeting with EDI, NEN and Field Coordinators of all hubs was organized on 31.1.2017 to discuss the status on the implementation of Learnwise and other related issues. Director EDI and Director NEN initially motivated Field Coordinators to act entrepreneurially and be proactive in exercising their roles and responsibilities. They advised FCs to concentrate on colleges where they get positive response and visit colleges and ensure commencement of Learnwise classes in all the spoke colleges within 10 days and 100% completion of Module 100. Hub-wise review was done wherein the FCs briefed their experience, problems faced by them and issues related to the Learnwise app. Various issues were discussed and it was decided to take up the following action to speed up IEDP activities.

3. Issues to be attended by EDI, Chennai

- a. To arrange quarterly review meeting in Hubs
- b. Address top management for support to faculty in conducting Learnwise activities
- c. To build database of startups
- d. To identify top 50 colleges
- e. To identify master trainers.
- f. To Launch Practicum Programs
- g. Have an annual review meeting in the month of March. (NEN, EDI & Hub Co-ordinators)
- h. Hub Co-ordinators to attend refresher program
- i. Prepare 3-month calendar of events (with date and activity) for circulation

4. Issues to be attended by WF-NEN

- a. Provision in the app for Deletion/Editing of Batches created for Demo purposes by Faculty.
- b. Issues related to Invalid credentials to be addressed.
- c. Fix dates/details for training of E-leaders through webinars
- d. End date for batches not seen in the web version
- e. NEN is to share criteria for shortlisting top 50 colleges
- f. NEN is to give additional support to EDI for running the advance practicum programs for the advance institutes or 50 top institutes
- g. FC's to be trained on practicum through webinar.

5. Responsibility of FCs

- a. Complete Module -100 (9 Lessons + Practicum) before semester ends successfully.
- b. Identify top colleges from their spokes institutions for mapping best practices & identify master trainers.
- c. Influence Nodal Faculty to organize lessons & practicum as per calendar, report batch completion / validation of participant details for generation of certificates.
- d. Create WhatsApp group both for Faculty and E-leaders separately and keep sharing results with both stakeholders motivated & competing for honors.
- e. Handover calendar of Events to the Head of institutions and obtain signature of commitment from Head of Institutions.
- f. To prepare & send event videos/photo of activities every week from spokes colleges.
- g. Identify and create a database of high-potential student entrepreneurs & enable all possible support form spokes colleges, hubs, EDI & WF-NEN, including participating in KCT Forge- EDI startup Activation Program.

Submitted:

Minutes of the IEDP Review Meet held on 31-1-2017 with NEN and FCs is put up for perusal and approval please.

A calendar for Learnwise lessons and activities to be taken by spokes colleges during the next 3 months to complete the Orientation Programme with this semester period is also submitted pl.

AD/PMO

Addl. Director

Principal Secretary/Director