

**FORMAT FOR AGENDA AND EXPLANATORY NOTE PREPARATION FOR RESEARCH COUNCIL MEETING**

**AGENDA AND EXPLANATORY NOTES FOR ..... RC MEETING..... INSTITUTE**

**AGENDA NO. 1: CONFIRMATION OF LAST RC MEETING MINUTES**

**AGENDA NO. 2: REVIEW OF ACTION TAKEN ON THE RECOMMENDATION/ DECISIONS OF THE LAST RC MEETING**

**AGENDA NO.3: CONCEPT NOTES OF RESEARCH PROJECTS FOR APPROVAL**

#	NEW RESEARCH PROPOSAL	DETAILS
1.	Project title :	
A	Investigators involved (PI & Co-I's)	
B	Objectives	
C	Methodology & work plan	
D	Expected outcome and utilization	
E	Budget	
F	Suggestions of RCS ( <i>only for approved concept notes</i> )	
G	Follow-up action taken on suggestions of RCS	
	<i>Repeat for additional proposals</i>	

**AGENDA NO. 4: REVIEW ON CONCLUDED PROJECTS**

#	CONCLUDED PROJECTS	DETAILS
1.	Project code and title:	
A	Investigators involved (PI & Co-I's)	
B	Project period	
C	Objectives	
D	Progress achieved	
E	Utility of outcome / Future course of action / impact on silk industry	
F	Budget and expenditure	

<b>G</b>	<b>Suggestion of last RC and RAC meeting</b>	
<b>H</b>	<b>Follow-up action taken on last RC and RAC meeting</b>	
<b>I</b>	<b>Suggestions of RCS (if any indicated in quarterly progress reports)</b>	
<b>J</b>	<b>Follow-up action taken on suggestions of RCS</b>	
	<i>Repeat for additional projects</i>	

**AGENDA NO. 5: PROGRESS OF ON-GOING PROJECTS**

#	ON-GOING PROJECTS	DETAILS
<b>1.</b>	<b>Project code and title:</b>	
<b>A</b>	<b>Investigators involved (PI &amp; Co-I's)</b>	
<b>B</b>	<b>Project period</b>	
<b>C</b>	<b>Objectives</b>	
<b>D</b>	<b>Progress achieved</b>	
<b>E</b>	<b>Specific outcome</b>	
<b>F</b>	<b>Budget and expenditure</b>	
<b>G</b>	<b>Suggestion of last RC/RAC meeting</b>	
<b>H</b>	<b>Follow-up action taken on last RC/RAC meeting</b>	
<b>I</b>	<b>Suggestion of RCS (if any indicated in quarterly progress reports)</b>	
<b>J</b>	<b>Follow-up action taken on suggestion of RCS</b>	
	<i>Repeat for additional projects</i>	

**AGENDA NO. 6: Trial of Technologies (OSTs/ OFTs)**

**On Station Trials (for validation of technology at CSB institutes/ RSRs/ DoS units etc.)**

Sl. No	Name of the Technology	Unit Cost (Rs.)	At CSB institutes	RSRs	DOS Units	Total	Remarks
1							
2							
3							

**On Farm Trials (for demonstration of Technologies at farmers' level)**

Sl. No	Name of the Technology	Unit Cost (Rs.)	No. of locations	No. of stakeholders	Remarks
1					
2					
3					

**AGENDA NO. 7: EXTENSION (ECP) AND OTHER PROGRAMMES**

#	Programme	Target for the year 20.....-20...			Achievement for the year 20.....-20...		
		Phy (No.)	Beneficiary (No.)	Fin (Rs.)	Phy (No.)	Beneficiary (No.)	Fin (Rs.)
1	Krishimela / Reelers mela cum Exhibition						
2	Farmers Field days						
3	Awareness Programmes						
4	Tech. demonstrations / Enlightenment programmes						
5	Workshops/ Seminars/ Conferences						
6	Field Visits ( Please specify, if any)						
7	Other activities ( Please specify, if any)						
	<b>Total</b>						

**AGENDA NO. 8: TRAINING (CBT) AND OTHER PROGRAMMES**

#	Training / Course	Target for the year 20.....-20...			Achievement for the year 20.....-20...		
		Physical (Nos.)	Beneficiaries (No.)	Financial (Rs. In lakhs)	Physical (Nos.)	Beneficiaries (No.)	Financial (Rs. In lakhs)
<b>I.</b>	<b>Structured Training Course</b>						
1	PGDS #						
2	Intensive Bivoltine & Silkworm race maintenance Training						
	<b>Sub Total (I)</b>						

<b>II.</b>	<b>Farmers Skill Training</b> (Training batches from 2 to 15 days duration)						
1	..... days programme						
2	..... days programme						
	<b>Sub Total (II)</b>						
<b>III.</b>	<b>Exposure visit for technology awareness</b> (1 to 5 day Exposure visit)						
<b>IV.</b>	<b>Technology Orientation Programme</b> (Batches for non-farmers participants for Technology based training)						
<b>V.</b>	<b>Training under Post Cocoon Sector</b>						
<b>VI.</b>	<b>Management Development Programme under STEP</b>						
<b>VII.</b>	<b>Information Education &amp; Communication (IEC)</b>						
<b>VIII.</b>	<b>Training Impact Assessment</b>						
<b>IX.</b>	<b>Sericulture Resource Centre (SRC)</b> (No. of SRC to be established giving details of location and No. of farmers to be trained)						
<b>X.</b>	<b>Training for Adopted Seed Rearers (ASRs)</b>						
<b>XI.</b>	<b>Training to Private Graineurs</b>						
<b>XII.</b>	<b>Other Need Based Training Programme</b> (if any, please indicate)						
	<b>Total (I to XII)</b>						
<b>VII.</b>	<b>Non CSB Funds</b>						
1	Training Programme funded by agency other than CSB						
2	Training on Seed Act						
	<b>Total (VII)</b>						
	<b>Grand Total</b>						

**AGENDA NO. 9: DISCUSSION ON GENERAL COMMENTS / SUGGESTIONS OF RC/RAC**

**FORMAT FOR AGENDA AND EXPLANATORY NOTE PREPARATION FOR RESEARCH ADVISORY COMMITTEE MEETING**

**AGENDA AND EXPLANATORY NOTES FOR .....RAC MEETING OF..... INSTITUTE**

**AGENDA NO. 1: CONFIRMATION OF LAST RAC MEETING MINUTES**

**AGENDA NO. 2: FOLLOW UP ACTION ON THE GENERAL RECOMMENDATION/ DECISIONS OF THE LAST RAC MEETING**

#	RECOMMENDATION/ DECISIONS	FOLLOWUP ACTION TAKEN
1		
2		

**AGENDA NO. 3: FOLLOW UP ACTION TAKEN ON THE PROJECT SPECIFIC RECOMMENDATION/ DECISIONS OF THE LAST RAC MEETING**

#	Project code and Title	RECOMMENDATION/ DECISIONS	FOLLOWUP ACTION TAKEN
1			
2			

**AGENDA NO. 4: REVIEW ON CONCLUDED PROJECTS**

#	CONCLUDED PROJECTS	DETAILS
1.	Project code and title	
A	Investigators involved (PI & Co-I's)	
B	Project period	
C	Objectives	
D	Progress achieved	
E	Utility of outcome / Future course of action	
F	Budget and expenditure	
G	Suggestions of last RAC meeting	
H	Follow-up action taken on suggestions of last RAC meeting	

<b>I</b>	<b>Suggestions of RCS</b>	
<b>J</b>	<b>Follow-up action taken on suggestions of RCS</b>	
	<i>Repeat for additional projects</i>	

**AGENDA NO. 5: CONCEPT NOTES OF NEW RESEARCH PROJECTS FOR APPROVAL**

#	NEW RESEARCH PROPOSAL	DETAILS
<b>1.</b>	<b>Project title</b>	
<b>A</b>	<b>Investigators involved (PI &amp; Co-I's)</b>	
<b>B</b>	<b>Objectives</b>	
<b>C</b>	<b>Current status of the problem</b>	
<b>D</b>	<b>Methodology &amp; work plan</b>	
<b>E</b>	<b>Expected outcome and utilization</b>	
<b>F</b>	<b>Budget</b>	
<b>G</b>	<b>Suggestions of RCS (<i>only on approved concept notes</i>)</b>	
<b>H</b>	<b>Follow-up action taken on suggestions of RCS</b>	
<b>I</b>	<b>Suggestions of Referees</b>	
<b>J</b>	<b>Follow up action taken on suggestions of Referees</b>	
	<i>Repeat for additional proposals</i>	

**AGENDA NO. 6: REVIEW OF THE PROGRESS OF ON-GOING PROJECTS**

#	ON-GOING PROJECTS	DETAILS
<b>1.</b>	<b>Project code and title</b>	
<b>A</b>	<b>Investigators involved (PI &amp; Co-I's)</b>	
<b>B</b>	<b>Project period</b>	
<b>C</b>	<b>Objectives</b>	
<b>D</b>	<b>Progress achieved</b>	
<b>E</b>	<b>Specific outcome</b>	
<b>F</b>	<b>Budget and expenditure</b>	
<b>G</b>	<b>Suggestions of last RAC meeting</b>	

<b>H</b>	<b>Follow-up action taken on last RAC meeting</b>	
<b>I</b>	<b>Suggestions of RCS (if any indicated in quarterly progress reports)</b>	
<b>J</b>	<b>Follow-up action taken on suggestions of RCS</b>	
	<i>Repeat for additional projects</i>	

**AGENDA NO. 7: R&D HIGHLIGHTS OF THE INSTITUTE UPTO .....20....**

**AGENDA NO. 8: Trial of Technologies (OSTs/ OFTs)**

**On Station Trials (for validation of technology at CSB institutes/ RSRs/ DoS units etc.)**

Sl. No	Name of the Technology	Target				Achievement					Remark	
		Unit Cost (Rs.)	At CSB institutes	RSRs	DOS Units	Total	Cost (Rs.)	At CSB institutes	RSRs	DOS Units		Total
1												
2												
3												

**On Farm Trials (for demonstration of Technologies at farmers' level)**

Sl. No	Name of the Technology	Target			Achievement			Remarks
		Unit Cost (Rs.)	No. of locations	No. of stakeholders	Cost (Rs.)	No. of locations	No. of stakeholders	
1								
2								
3								

**Note: Proposal for each OST/ OFT should be support with brief note on methodology, C:B ratio etc. pl refer the core committee minutes for details**

**AGENDA NO. 9: EXTENSION COMMUNICATION PROGRAMMES (ECP) AND OTHER PROGRAMMES**

#	Programme	Target for the year 20.....-20...			Achievement for the year 20.....-20...		
		Phy (No.)	Beneficiary (No.)	Fin (Rs.)	Phy (No.)	Beneficiary (No.)	Fin (Rs.)
1	Krishimela / Reelers mela cum exhibition						
2	Farmers Field days						
3	Awareness programmes						
4	Tech. demonstrations / Enlightenment programmes						
5	Workshops/ Seminars/ Conferences						
6	Field Visits						
7	Other activities ( Please specify, if any)						
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**AGENDA NO. 10: TRAINING CAPACITY BUILDING (CBT) AND OTHER PROGRAMMES**

#	Training / Course	Target for the year 20.....-20...			Achievement for the year 20.....-20...		
		Physical (Nos.)	Beneficiaries (No.)	Financial (Rs. In lakhs)	Physical (Nos.)	Beneficiaries (No.)	Financial (Rs. In lakhs)
<b>I.</b>	<b>Structured Training Course</b>						
1	PGDS #						
2	Intensive Bivoltine & Silkworm race maintenance Training						
	<b>Sub Total (I)</b>						
<b>II.</b>	<b>Farmers Skill Training</b> (Training batches from 2 to 15 days duration)						
1	..... days programme						
2	..... days programme						
3	..... days programme						
	<b>Sub Total (II)</b>						
<b>III.</b>	<b>Exposure visit for technology awareness</b> (1 to 5 day Exposure visit)						



<b>IV.</b>	<b>Technology Orientation Programme</b> (Batches for non-farmers participants for Technology based training)						
<b>V.</b>	<b>Training under Post Cocoon Sector</b>						
<b>VI.</b>	<b>Management Development Programme under STEP</b>						
<b>VII.</b>	<b>Information Education &amp; Communication (IEC)</b>						
<b>VIII.</b>	<b>Training Impact Assessment</b>						
<b>IX.</b>	<b>Sericulture Resource Centre (SRC)</b> (No. of SRC to be established giving details of location and No. of farmers to be trained)						
<b>X.</b>	<b>Training for Adopted Seed Rearers (ASRs)</b>						
<b>XI.</b>	<b>Training to Private Graineurs</b>						
<b>XII.</b>	<b>Other Need Based Training Programme</b> (if any, please indicate)						
	<b>Total (I to XII)</b>						
<b>VII.</b>	<b>Non CSB Funds</b>						
<b>1</b>	Training Programme funded by agency other than CSB						
<b>2</b>	Training on Seed Act						
	<b>Total (VII)</b>						
	<b>Grand Total</b>						

**AGENDA NO. 11: ANY OTHER POINTS FOR DISCUSSION**

**AGENDA NO. 12: CONCLUDING REMARKS FROM RAC MEMBERS**

**FORMAT FOR AGENDA AND EXPLANATORY NOTE PREPARATION FOR RESEARCH COORDINATION COMMITTEE MEETING**

**AGENDA AND EXPLANATORY NOTES FOR..... RCC MEETING TO BE HELD ON ..... AT .....**

**AGENDA NO. 1: CONFIRMATION OF LAST RC MEETING MINUTES**

**AGENDA NO. 2: REVIEW OF ACTION TAKEN ON THE RECOMMENDATION/ DECISIONS OF THE LAST RCC MEETING**

**AGENDA NO.3: REVIEW OF RESEARCH AND DEVELOPMENT INSTITUTES: PROJECTS INITIATED AND CONCLUDED DURING THE PERIOD OF**

<b>#</b>	<b>Institutes</b>	<b>DETAILS</b>
<b>1.</b>	<b>CSR&amp;TI, Mysuru</b>	
a	Projects concluded	
b	New Projects initiated	
<b>2.</b>	<b>CSR&amp;TI, Berhampore</b>	
a	Projects concluded	
b	New Projects initiated	
<b>3.</b>	<b>CSR&amp;TI, Pampore</b>	
a	Projects concluded	
b	New Projects initiated	
<b>4.</b>	<b>CTR&amp;TI, Ranchi</b>	
a	Projects concluded	
b	New Projects initiated	
<b>5.</b>	<b>CMER&amp;TI, Lahdoigarh</b>	
a	Projects concluded	
b	New Projects initiated	
<b>6.</b>	<b>CSGRC, Hosur</b>	
a	Projects concluded	

b	New Projects initiated	
<b>7.</b>	<b>CSTRI, Bengaluru</b>	
a	Projects concluded	
b	New Projects initiated	
<b>8.</b>	<b>SBRL, Kodathi</b>	
a	Projects concluded	
b	New Projects initiated	
<b>9.</b>	<b>SSTL, Kodathi</b>	
a	Projects concluded	
b	New Projects initiated	

**AGENDA NO. 4: ANY OTHER SUBJECT WITH PERMISSION OF THE CHAIR**