

MOST-URGENT

**F.No.8-3/2016-U.Policy
Government of India
Ministry of Human Resource Development
Department of Higher Education
(U.Policy Section)**

537/C, Shastri Bhawan, New Delhi
Dated:17th February, 2017

**Subject: Minutes of the 2nd meeting of the National Steering Committee to
oversee the implementation of National Academic Depository (NAD)**

The undersigned is directed to enclose herewith the minutes of the 2nd meeting of the National Steering Committee to oversee the implementation of National Academic Depository (NAD) held under the Chairpersonship of Secretary (Higher Education) on 8th February, 2017 for action as indicated in the minutes.

Encl: As above

Sanjeev Narayan
17.02.17
(Sanjeev Kumar Narayan)

Under Secretary to the Govt. of India
Tele. 011-23381460

1. Shri. A. Santosh Mathew, Chairperson, NCTE
2. Shri. Deepak Mittal, Joint Secretary, Ministry of External Affairs
3. Shri. R.K. Sudhanshu, Joint Secretary, MeitY
4. Ms. Darshana Dabral, JS & FA, MHRD
5. Shri. Sanjay Kumar, Joint Secretary, D/o School Education & Literacy
6. Shri. N.K. Sahu, Economic Advisor, D/o School Education & Literacy
7. Shri. B.N. Tiwari, DDG(Statistics), MHRD
8. Prof.(Dr.) Jaspal Singh Sandhu, Secretary, University Grants Commission
9. Ms. Junu Kailay, Controller, Digital Locker Authority, MeitY
10. Shri. B.K. Sikdar, Director, Ministry of Skill Development & Entrepreneurship
11. Dr. Antriksh Johri, Director(IT), CBSE
12. Dr. Sunita Siwach, Joint Secretary, University Grants Commission
13. Shri. Ashok Kumar Pandey, Joint Secretary, Bar Council of India
14. Dr. R.N. Wabale, Joint Secretary, Medical Council of India
15. Shri. D.K. Bhawsar, DEA, D/o School Education & Literacy
16. Shri. H. Madhava Reddy, Senior Consultant(IT), Indian Nursing Council
17. Prof. Rajendra Kumar Tewari, Member, Dental Council of India
18. Ms. Archana Mudgal, Registrar-cum-Secretary, Pharmacy Council of India
19. Shri. H.N. Yadav, Consultant, Pharmacy Council of India
20. Dr. K.K. Juneja, Member Executive Committee, Central Council of Homeopathy
21. Shri. Suman Kumar, Deputy Director, Rehabilitation Council of India
22. Dr. Amit Dutta, Deputy Director, AICTE

Copy to:

1. Secretary, Department of Economic Affairs
2. Secretary, Department of Expenditure
3. Secretary, Ministry of AYUSH
4. Secretary, Ministry of Health & Family Welfare
5. Secretary, Ministry of Law & Justice
6. Secretary, Department of Empowerment of Persons with Disabilities
7. Chairman, UGC
8. President, Central Council of Indian Medicine
9. Shri. P.S. Reddy, Director, CVL
10. Shri. Vijay Gupta, Vice President, NDML

Copy for information to:

1. PSO to Secretary (HE), MHRD
2. PPS to OSD(Secretary-designate), MHRD
3. PPS to Joint Secretary (HE), MHRD
4. PA to Director (NAD), MHRD

Sanjeev Narayan
17.02.17

(Sanjeev Kumar Narayan)

Under Secretary to the Govt. of India

Minutes of the 2nd Meeting of National Steering Committee to oversee the implementation of National Academic Depository

The 2nd National Steering Committee (NSC) Meeting to oversee the implementation of National Academic Depository (NAD) was held on 8th February 2017 at 03.00 PM under the Chairmanship of Secretary (HE). The list of participants is annexed.

2. The Secretary (HE) welcomed the members of the NSC and stated that the operations of NAD as a digital store house was required to be expedited. He highlighted that the National Steering Committee is required to play a pro-active role in steering the activities of NAD including a decision on user charges. He asked the University Grants Commission (UGC) to make a presentation on the Action Taken Report (ATR) on the decisions taken in the 1st meeting of NSC.

3. Secretary, UGC made a presentation on ATR and stated the following action already taken:

- A tripartite agreement has been signed by UGC with two depositories
- Letters have been issued from MHRD to various Ministries/Departments requesting them to ensure participation of Higher Educational Institutions under their purview in NAD.
- The UGC has written to all Vice-Chancellors of Central Universities, Directors of Institutions of National Importance, Directors of IIMs, Vice-Chancellors of State Universities, Vice Chancellors of Centrally funded Deemed to be Universities to participate and join the initiative of NAD.
- The Operations Manuals, Training Manuals, SOPs, FAQs regarding NAD have been prepared.
- The Landing Page of NAD has been developed and the NAD website is also ready for testing.
- A few Academic Institutions (AIs), particularly Universities have started establishing NAD cells and have also designated Nodal Officers.
- User charges as applicable for NAD services are yet to be finalised. After its finalisation, the service level agreements would be signed between AIs and Depositories.
- Work on finalisation of NAD logo and master data templates for NAD is in progress.

4. Referring to various revenue model options furnished by the depository for user charges, Secretary (HE) stated that user charges for NAD services should conform with the canons of equity, access and affordability. Members of NSC discussed about various revenue model options shared earlier by CVL. The Committee desired that the depositories would evolve a revenue model where all government Academic Institutions (AIs) could be kept outside the purview of user charges for availing services of NAD. Further, NSC decided to make upload services free of charges for all AIs.

5. To arrive at a realistic and feasible rate of user charges, the NSC suggested that the basis of calculation along with premises be outlined and user charges for components be based on the actual cost of delivery of such services to make these reasonable, uniform and acceptable. NSC decided that the two depositories need to work on a mutually agreeable uniform set of user charges along with reasonable ceilings (caps) for each of the NAD services (component-wise) and submit a report to MHRD within next three working days.

6. The NSC discussed about the participation of various Academic Institutions (AIs)/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions of various other Ministries/Departments in the implementation of NAD. It was affirmed that valid and approved degrees should be uploaded onto NAD by institutions duly recognised/affiliated by these AIs/Regulatory bodies. The authenticity of these awards to be uploaded will be the sole responsibility of the academic institutions. However, the depositories constituting the NAD will be responsible and accountable for the safety and data integrity of these academic awards. The Depositories shall not use these awards for any purpose other than for NAD and as decided by NSC from time to time. It was also decided that the concerned Ministries/Departments/Councils etc. should provide a detailed list covering recognised institutions and approved academic courses and awards to the UGC at the earliest.

7. NSC discussed about the data security policies and practices for making NAD database safe. It was decided that the two depositories shall ensure that stringent protocols are put in place for data integrity and safety along with Standard Operating Protocols (SOPs) for data management as per the extant guidelines of Ministry of Electronics and Information Technology.

8. The NSC was apprised of a few modifications proposed by depositories on the service level agreements to be signed between AIs and Depositories. It was decided to take up this agenda item again by NSC in its next meeting.

9. After detailed deliberations, the following approvals/decisions were taken:

- a) The two depositories should work on a mutually agreed to uniform set of user charges along with reasonable ceilings for each of the NAD services (component-wise) and submit a report to MHRD within next three working days for the NSC to take a decision on user charges. **[Action: Depositories]**
- b) Academic Institutions (AIs)/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions of various other Ministries/Departments should make earnest steps to participate in NAD. **[Action: UGC, CBSE, all AIs/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions]**
- c) A detailed list covering recognised institutions and approved academic courses and awards by the concerned Ministries should be provided to the

UGC by user Ministries/Departments/regulatory bodies etc. [Action: **NAD user Ministries/Departments/regulatory bodies and UGC**]

- d) The depositories would ensure that stringent protocols are put in place for data integrity and safety along with Standard Operating Protocols (SOPs) for data management as per the extant guidelines of Ministry of Electronics and Information Technology. They are also responsible and accountable for ensuring safety and data integrity of the awards once they are uploaded by the AIs. They will not share this data or use these awards for any purpose other than NAD and as decided by NSC from time to time. [Action: **UGC & Depositories**]

10. It was decided that the next meeting of the NSC would be held preferably in the month of February, 2017 to discuss and decide further course of action.

11. The meeting ended with a vote of thanks to the Chair.

LIST OF PARTICIPANTS

1. Shri. K.K. Sharma, OSD(Secretary-designate), MHRD
2. Shri. A. Santosh Mathew, Chairperson, NCTE
3. Ms. Ishita Roy, Joint Secretary, MHRD
4. Shri. Deepak Mittal, Joint Secretary, Ministry of External Affairs
5. Shri. R.K. Sudhanshu, Joint Secretary, MeitY
6. Ms. Darshana Dabral, JS & FA, MHRD
7. Shri. Sanjay Kumar, Joint Secretary, D/o School Education & Literacy
8. Shri. N.K. Sahu, Economic Advisor, D/o School Education & Literacy
9. Shri. B.N. Tiwari, DDG(Statistics), MHRD
10. Prof.(Dr.) Jaspal Singh Sandhu, Secretary, University Grants Commission
11. Ms. Junu Kailay, Controller, Digital Locker Authority, MeitY
12. Dr. K.K. Tripathy, Director(NAD), MHRD
13. Shri. B.K. Sikdar, Director, Ministry of Skill Development & Entrepreneurship
14. Dr. Antriksh Johri, Director(IT), CBSE
15. Dr. Sunita Siwach, Joint Secretary, University Grants Commission
16. Shri. Ashok Kumar Pandey, Joint Secretary, Bar Council of India
17. Dr. R.N. Wabale, Joint Secretary, Medical Council of India
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22. Shri. H.N. Yadav, Consultant, Pharmacy Council of India
23. Shri. Saurabh Joshi, Consultant, Ministry of Skill Development & Entrepreneurship
24. Dr. K.K. Juneja, Member Executive Committee, Central Council of Homeopathy
25. Shri. Suman Kumar, Deputy Director, Rehabilitation Council of India
26. Dr. Amit Dutta, Deputy Director, AICTE