

ANNEXURE A

COURSE DIRECTOR'S REPORT

(For IAS In-service Training Programmes)

Institute's Ref. No. _____

Date _____

1. Name of the Institution: *Tata Institute of Social Sciences*

2. Title of the Course: *"Public Governance, Innovation and Social Policy Analysis"*

3. Duration of the Course (in weeks): Date From: 19th January 2015

Date To : 23rd January 2015

4. Name of the Course Director: *Prof. B. Venkatesh Kumar*

5. No. of participants: 55

(Please enclose a copy of the final list of participants duly verified)

6. Number of those who submitted feedback pro formae: 35

7.

7.1 (a) Whether the institution got in touch with the participants of the course in advance: *Yes*

(b) If so, when: *From 16th December 2014 onwards*

(c) How many participants responded: *67*

7.2 Whether the course expectation of the participants were ascertained by the Institution, if so, how and when?

Yes, after the course through a questionnaire for feedback mechanism.

8. General observations of the Course Director on how the course was organized:

Please indicate:

- a. Whether the course was conducted at the institution's Campus or elsewhere (if so, where): *On Campus with two field visits.*
- b. Whether the course was "residential" or "non-residential"
(If residential, whether the residential facilities were provided in the institution's own hostel or in a hotel etc.) :

The course was residential which included residential facilities in the Institute Guest House, alongside which two Hotels were booked within 10 minutes from the Institute-Hotel Plaza and Hotel Orchid. This step being initiated after the increase in turnout of the confirmed participations.

- c. (1) Total number of working days in the course: 5
- (2) Number of working hours per day: 8-11 hrs
- (3) Total number of sessions planned in the course:

Day	Number of Sessions
1	4 excluding introductory remarks and a talk by Hon'ble Union Minister Shri Ravishankar Prasad
2	5
3	Field Visit To City And Industrial Development Corporation Of Maharashtra Limited (CIDCO), Vashi
4	5
5	1 Field Visit to Mumbai Rail Vikas Corporation (MRVC) Church gate with 3 sessions.

- d. Number of sessions which could not be conducted as planned:

- *A play called "The bureaucrat" directed by Rahul Da Cunha*
- *Interaction of TISS Students with Union Minister Shri Ravishankar Prasad*
- *A round off / winding up session on the last day of training.*

9. If the same or similar course had been conducted earlier under the sponsorship of the Department of Personnel and Training (Govt of India), Please indicate :

- (a) The duration dates and title of the last such course(s) conducted:

Duration	Dates	Title
5 days	03 rd -07 th January 2011	Social Policy and Governance
5 days	19 th - 23 rd December 2012	Social Policy and Governance
5 days	14 th - 18 th January 2013	Social Policy and Governance
5 days	27-31 st January 2014	Social Policy and Governance

(b) What changes, on the basis of the feedback received in the earlier course, were effected in the current course in terms of:

(i) Course objectives

The course objective was to impart a cohesive understanding of issues in urban governance, policy making and innovation in the field of governance. The aim was also to share the experience of experts in diverse fields right from informal economy, tribal communities, public service delivery to other relevant fields such as social sector planning, Urbanization & Decentralization etc.

(ii) Course content structure, and distribution of sessions among various topics

The course content was organized daily in the way that each day a cluster of themes were coming to the fore and were getting addressed. All the speakers kept an interactive discussion with ample time for open house questions. With the introduction of two field trips, the training programme was taken out of the constricted space of a conference hall into the open, everyday realities of Mumbai life. The structure of the course was attempted to be well timed out and with event like "Dinner-et-Dawat", a space for debates and discussions was promoted.

(iii) Reading material

There was no reading material provided to the participants by any speaker. A library card was given to the participants on the first day itself to access the Institution's library.

(iv) Faculty

A variety of speakers were called to participate in the training programme right from day one. The inauguration of the event was done by Shri Ravishankar Prasad, Hon'ble minister for Information and Communication & Technology followed by and interaction with the officers present. All the sessions taken by either in-house speakers (TISS Faculty) or seniors administrates (experienced and experts in their field of work). To impart a broader understanding of governance, a speaker from Prime Minister's office was also invited.

(v) Training methodology

The training methodology was focused on making the session more interactive, having a case study approach and imparting evidence based learning.

(vi) Greater practical orientation

As per the feedback given last year, two days of field work were included this year. This was to increase the field based interaction and take the training interaction out of the classroom.

(vii) Physical facilities

Though accommodating huge inflow of participants was a challenge for the institute, the institute tried to handle the situation in the best hospitable way. The institution's guest house was booked along with two hotels within 10 minutes from the institute to accommodate 55 participants. It was made sure that no women participants or senior officials were staying outside the campus. Internal Transport facility was provided on request.

10. General remarks of the course director on the nature and extent of participants' involvement in the course, including attendance, punctuality, and interest evinced.

The conduct of the participants was good. Most administrators behaved with poise and attentiveness to the training programme.

11. Comments of the feedback received from participants. This will consist of :

- (a) A consolidated abstract and summary, in the format of the individual feedback proforma, and (Attached in Annexure)
- (b) A statement, in the format, containing the Course Director's comments on the participant's views about the strengths and weaknesses as well as other aspects pertaining to the course. (Attached in Annexure)

12. Comments of the Institution on how the feedback is proposed to be recycled into future programmes in terms of course content, methodology, etc (Attached in Annexure)

13. Any other comments which the Course Director and/or the institution may wish to make in respect of this course

Signature of the Course Director

(with official seal)

Place:

Date:

ANNEXURE

(PART-I)

TABLE – I**[Institution organizing the course may please fill up the columns from (1) to (5)]**

Kindly indicate how effective the following sessions / topics to you were*:

S.No.	Date/Day	Duration in hours	Topic	Faculty name both internal and Guest Speakers	Assessment			
					Excellent (4)	Very Good (3)	Good (2)	Fair (1)
1	19-1-15	1.25	Constitutional Framework and Governance	Dr N.R Madhava Menon, Founding Director, National Law School, Bangalore	1	7	4	1
2.	19-1-15	1.50	Using Mapping Techniques in Social Sector Planning	Dr Satish Agnihotri, IAS, Secretary (Co-ordination), Cabinet Secretariat, Government of India	9	2	2	
3.	19-1-15	1.30	Direct Cash Transfer	BVR Subrahmanyam, IAS, Joint Secretary, Prime Minister's Office	8	6		
4.	19-1-15	1.30	Reforms in Public Service Delivery: Lessons from Karnataka	Dr. Shalini Rajneesh, IAS, Principal Secretary, Department of Culture & Dept. of Backward Classes,	4	7	1	1

				Government of Karnataka				
5.	20-1-15	1.00	Role of Media in Contemporary Indian Politics	Anant Gadgil, Member, Maharashtra Legislative Council	2	9	2	1
6.	20-1-15	1.00	Decentralization and Urban Governance	Prof Amita bhide, School of Habitat Studies, Tata Institute of Social Sciences	3	3	4	3
7.	20-1-15	1.25	Tribal Situation in India	Prof Virginius Xaxa, Deputy Director, Tata Institute of Social Sciences, Guwahati Campus	2	6		5
8.	20-1-15	1.25	Urban Informal Economy: Issues Relating to Policies and Implementation	Prof Sharit Bhowmik, National Fellow, ICSSR	3	4	3	2
9.	20-1-15	1.50	WASH: Water, Sanitation and Hygiene in Schools	Ms. Suzanne Joan Coates, Cheif of WASH Programme, UNICEF, New Delhi	4	6	2	1
10.	22-1-15	1.75	Convergence of Social Programmes: Lessons from Madhya Pradesh	Dr. Aruna Sharma, IAS, Additional Chief Secretary, Department of Rural Development & Panchayati Raj, Government of Madhya Pradesh	11	2	1	
11.	22-1-15	1.50	Innovation: What do we learn from Verghese Kurian's story?	Mr. Meenakshisundaram, IAS(Retd.), Vice-Chairman, MYRADA, Karnataka	6	5	2	1

12.	22-1-15	1.50	Water Security: Sector Reforms in Maharashtra	Dr Malini Shankar, IAS, Principal Secretary (Water Resources and Irrigation), Government of Maharashtra	2	4	4	2
13.	22-1-15	3.00	Leadership: Film screening of "Lincoln "	Prof Shailendra Mehta, IIM (Ahmadabad)	10	2		1
14.	23-1-15		Managing Successful Governance Reform: A Policy Entrepreneur's Perspective	Prof B. Venkatesh Kumar, Centre for Public Policy and Governance & Director, National CSR Hub, TISS	3	4		
15.	23-1-15		Urbanization of Indian Cities: A Challenge	Vandana Chavan Ex Mayor of Pune & Member of Parliament (Rajya Sabha)		-	1	
16.	23-1-15	1.00	From Dandekar to Kelkar Committee: The Journey towards Mainstreaming Backward District Development in Maharashtra	Mr K.M Bakshi, IAS, Additional Chief Secretary, Home, Government of Maharashtra	1	6	2	1

*Please not only 17 participants filled out this section and all of them rated only selected speakers.

TABLE – II

Statement Showing Total Number of Sessions/Hours Conducted

Total No of days	Duration of each class room session	No. of sessions convened	Total Hrs. classroom sessions	Internal Faculty Hours	External Faculty Hours
1	2	3	4	5	6

Please note: Program Schedule submitted to DOPT.

Table – III

Statement showing the participants’ views about the strengths and weaknesses pertaining to the course, and the Course Director’s comments thereon.

(Note: Comments of similar nature relating to the same aspect, given by different participants clubbed together by the Course Director)

Participants Feedback	
Views on Strengths	Feedback for improvement
Excellent course and faculty. Compliments to Prof Venkestesh and team to arrange good sessions and logistics. It was run professionally .The sessions on “role of media”, convergence and innovation were very helpful	Field visit not to be kept on the last day and while travelling one representative of TISS can be present to give an idea about the rich cultural heritage of Mumbai
The course was very good, compliments to the course director and whole team	As there are officers of different seniority levels present in the training. The training program should be divided in batches were junior officers should be engaged in more “implementation level” sessions and senior officers in more “policy making” sessions.
The course was very good. The knowledge about media management, utility of database, micro level management can be taken into count in different levels of our workings.	The list of participants with contact details to be given in the first day itself and more group assignment can be included, the sessions could be shorter.
“The talk on direct cash transfer, WASH Programme and convergence of social governance was very good. “Lessons from Madhya Pradesh can be replicated in my state too” wrote an officer.	If Possible, the Boarding and Lodging of all participants in one place should be arranged and it could be improved.

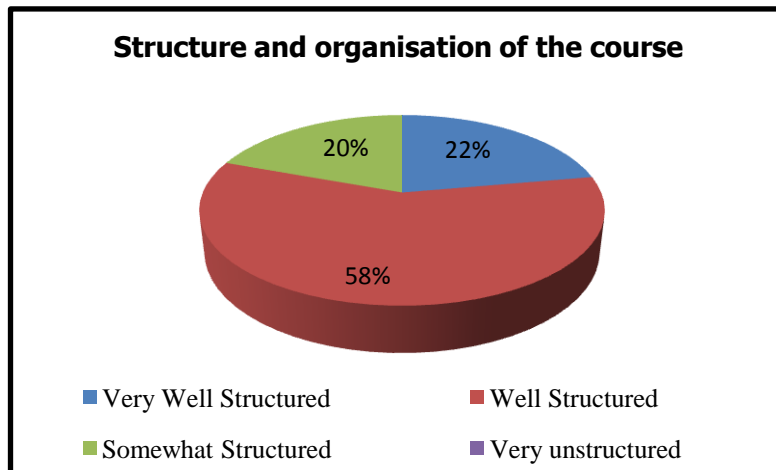
<p>The ideas and advice given by Ms Aruna Sharma were extremely good and practicable and would certainly be worth trying out in field.</p>	<p>As the training focused on “water security” and “energy security”, similarly we need to focus on “ecological security” and case studies should also be included.</p>
<p>Well conceived and excellently organized. “It was quite an intellectually stimulating experience at TISS, and quite different from the game that usually prevails back here in the district. I extend sincere appreciation for the wonderful training organized by yourself and your entire team. I returned to the district enriched and energized.” Wrote an officer from Guwahati, Assam.</p>	<p>Policing and law and order should also be discussed among other topics. Feedbacks should be given on a daily basis.</p>
<p>“I wish to convey my deepest gratitude to the supporting team”</p>	<p>As “TISS” is famous for social entrepreneurship course, a lecture relating to that course is suggested to be included.</p>

Director’s Comments: *Each participant has provided a different view on strengths of the course and scope for improvement. Above table provides the summary of these views. We will take into account each of these views while planning our future training.*

(Part –II)

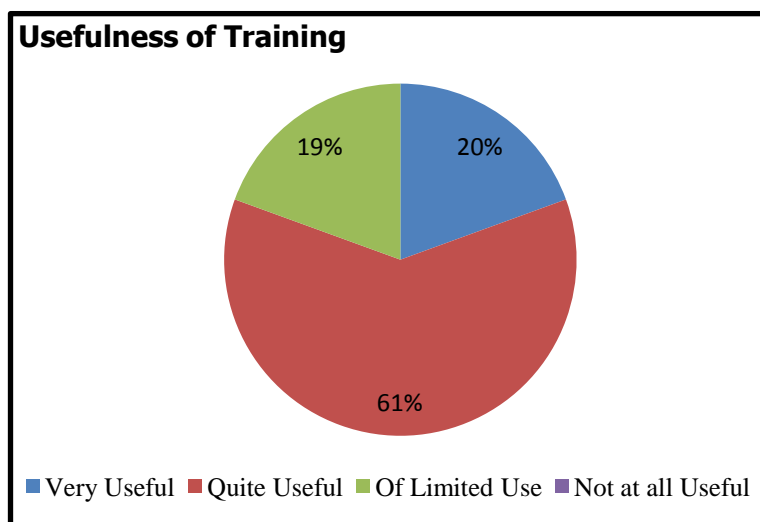
Analysis of response based on feedback forms on different aspects of training (filled by 36 participants)

a) Structure and Organization of the course to meet the objectives



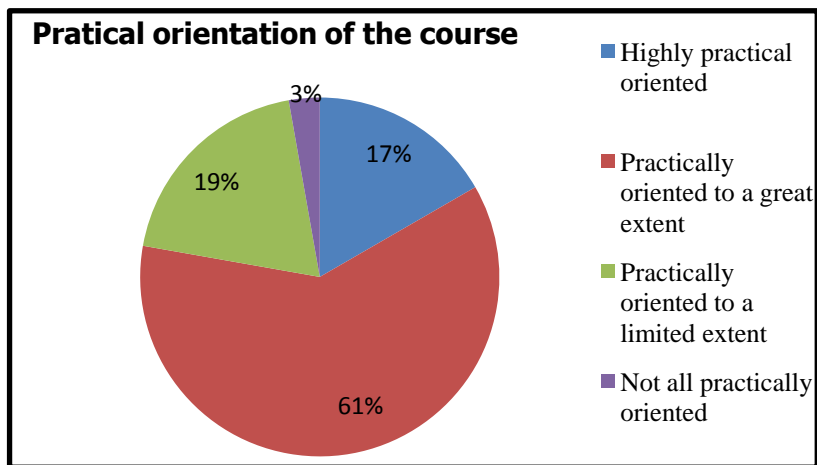
The participants were asked to rate the structure and organization of the course with respect to meeting the objectives set out for the training. 58 % participants said it was well structured and met the objectives set out at the training course. 22 % said that it was very well structured and completely met the objectives. The rest 20 % of the participants were of the opinion that it was somewhat structured.

b) How useful was the training to the participant to apply immediately in their jobs



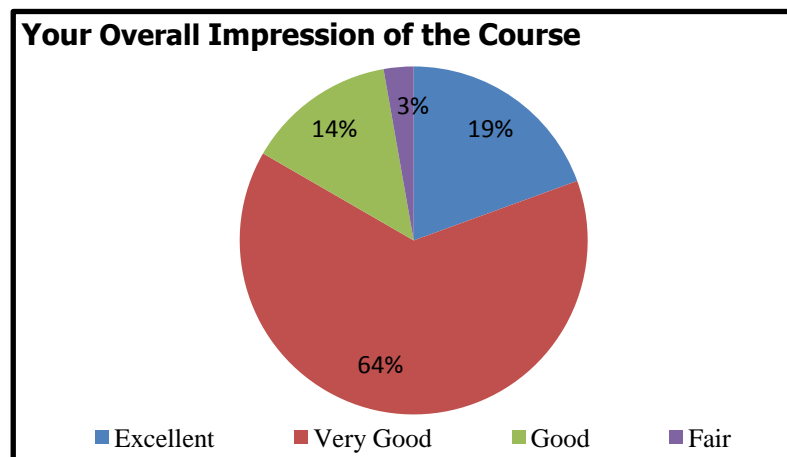
On being asked about the usefulness of training to be immediately applied to work, 61% of the participants were of the opinion that it was quite useful to immediately apply to work. 20 % of the participants said that it was very useful and they would immediately apply it to their respective job.

c. Practical Orientation of the course



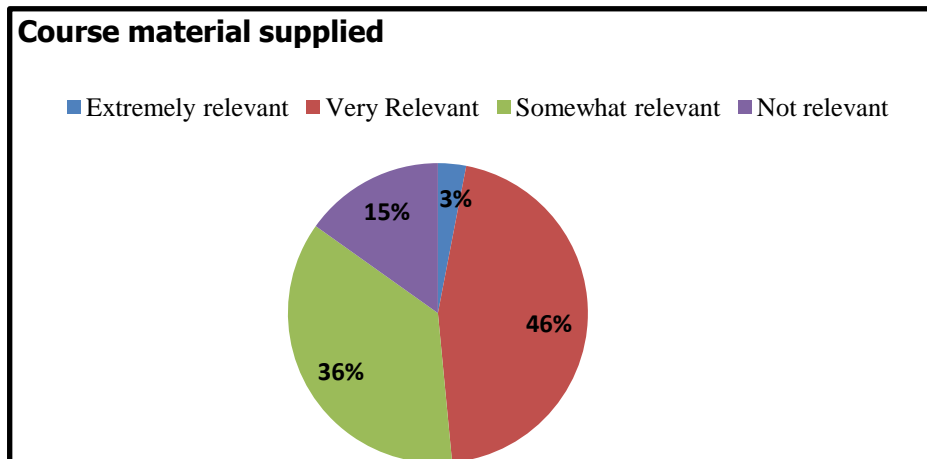
The practical orientation of the course helped 61% participants to a great extent. 17% of the participants said that it was highly practical orientated.

d. Participants overall impression of the course



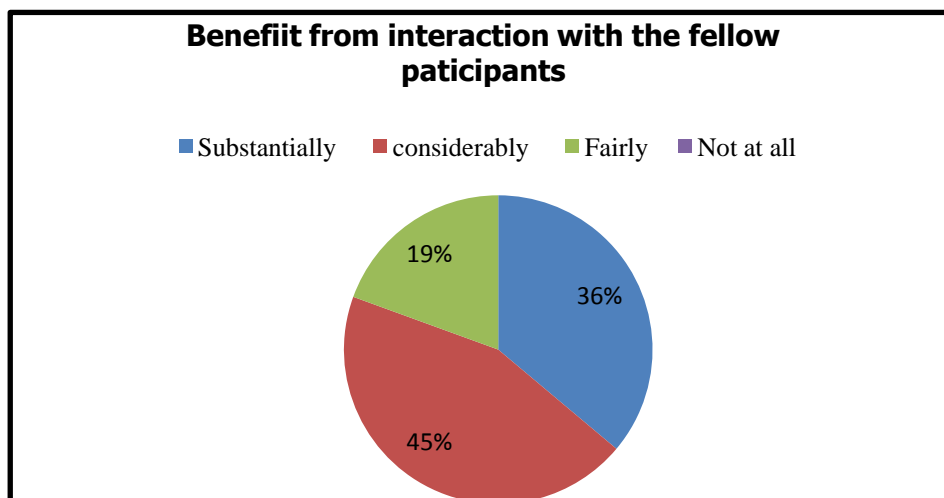
The participants were asked to rate the overall impression they have of the training programme, 64% of the participants said that the training programme was very good. 19% of the participants were of the opinion that the training programme was excellent.

e. How far was the course material supplied relevant and related to the course content



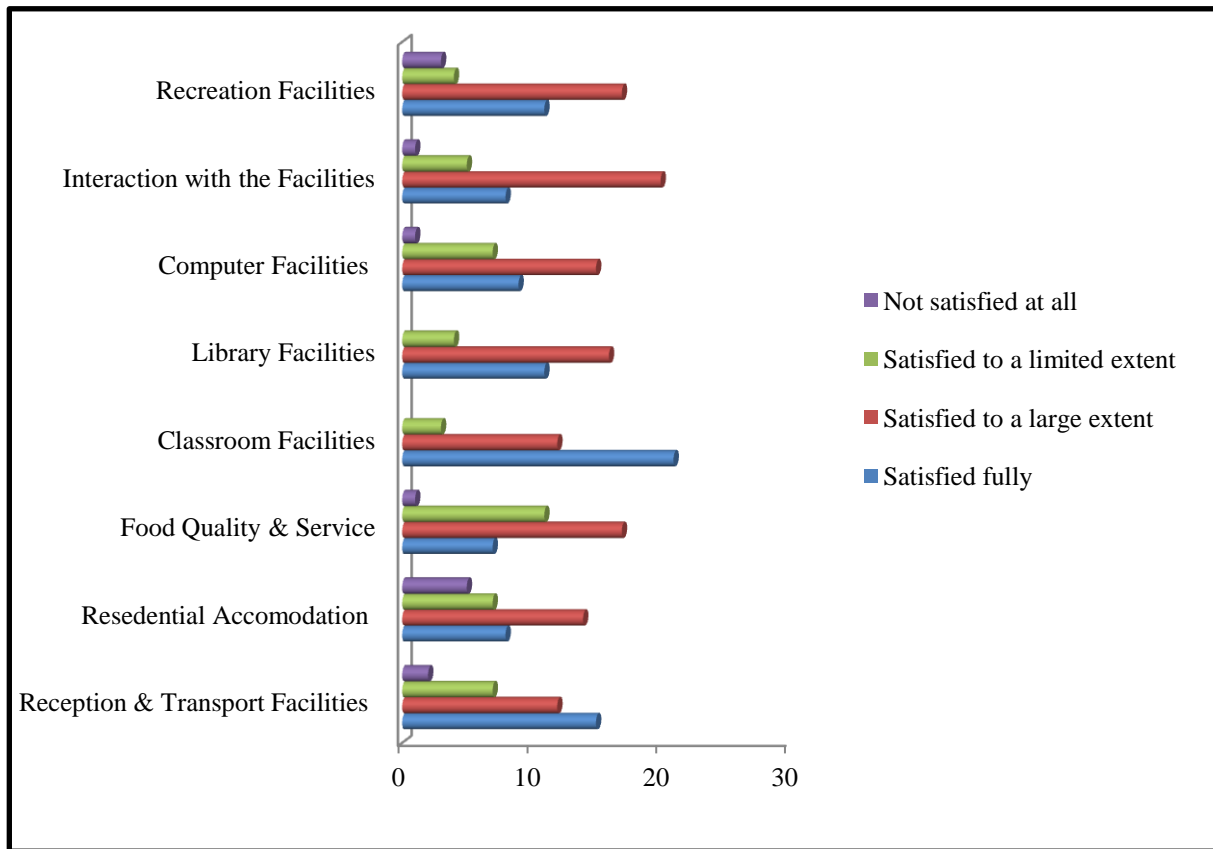
The course content included the detailed scheduled program given to the trainers, 46 % of the participants thought that the material was very relevant to them to understand the whole course structure and get an idea about the programme. 36% of the participants said that it was somewhat relevant.

f. How far have you been benefitted from interaction with the fellow participants during this course



As discussed with participants, it was noticed that this training programme was an excellent opportunity for the officers to interact with each other. 45% of the participants said that it considerably helped them. 36% were of the opinion that it helped them substantially.

g. Satisfaction level from the different recreational facilities available.



Many participants were satisfied fully or to a large extent by the facilities provided by at the training centre. The facilities included classroom facilities, food, pick-up and drop, recreational facilities among others.