



**Office of International Relations (OIR)
Indian Institute of Technology
Kharagpur – 721 302**



Ref: 1591/2022/OIR

Dated: 21.09.2022

NOTE

'Internationalization' has been considered as a project for which INR 55.84 Cr. has been allotted in the IoE agreement signed between MoE and IIT Kharagpur. As per the approval of the competent authority a project proposal has been formulated giving due consideration to

1. IoE plan submitted by IIT Kharagpur
2. NEP 2020 guidelines for internationalization
3. Report of Strategic Planning for Outreach Programme

The 5-year budget of the project under different heads is tabulated below for your kind approval. The detailed plans of the project are attached as an annexure.

Sl. No	Head	Amount (in Cr. INR)
1(a)	Salary of the staff members	5.00
1(b)	Capital (furniture and fixed assets)	1.80
2	Scholarships for international PG/PhD students	10.00
3	Grant for short-term visitor/visiting faculty/out-bound JDP students/ Semester Away Programme participants	10.00
4	Institute visits (Foreign Institutes)	10.00
5	Symposium/conference/fairs for internationalization	10.00
6	Advertising/publicity (for academic programmes)	5.00
7	Cultural programmes	2.00
8	Students' travel grants	1.00
9	Foreign language programmes	1.00
	Total	55.80

Submitted for your kind consideration and approval

Associate Dean, IR and Ranking

Dean, Outreach

Deputy Director

Director, IITKGP

Registration

Pl. discuss

23/09/2022

Director IIT Kharagpur 24/09/2022

Discussed. May be approved in principle for the above mentioned purpose. Institute expenditure will be procedure will be followed. in incurring expenditure. Quir.

Plans for activities under IoE Internationalization Project

The following plans are made as part of the IoE Internationalization project. The plan has been made considering

- (a) IoE Agreement signed between MoE and IIT Kharagpur
- (b) NEP 2020 guidelines for internationalization
- (c) Final report, Strategic planning of outreach programme.

1. Recruitment of additional project staffs for five years and expenditures on fixed assets

In order to meet the target set in the IoE agreement and fulfil the objectives of the project in satisfactory manner the Office of International Relations will be restructured with enhanced capacity as shown in the following figure. The list of activities to be carried out by different groups is presented in Table 1.

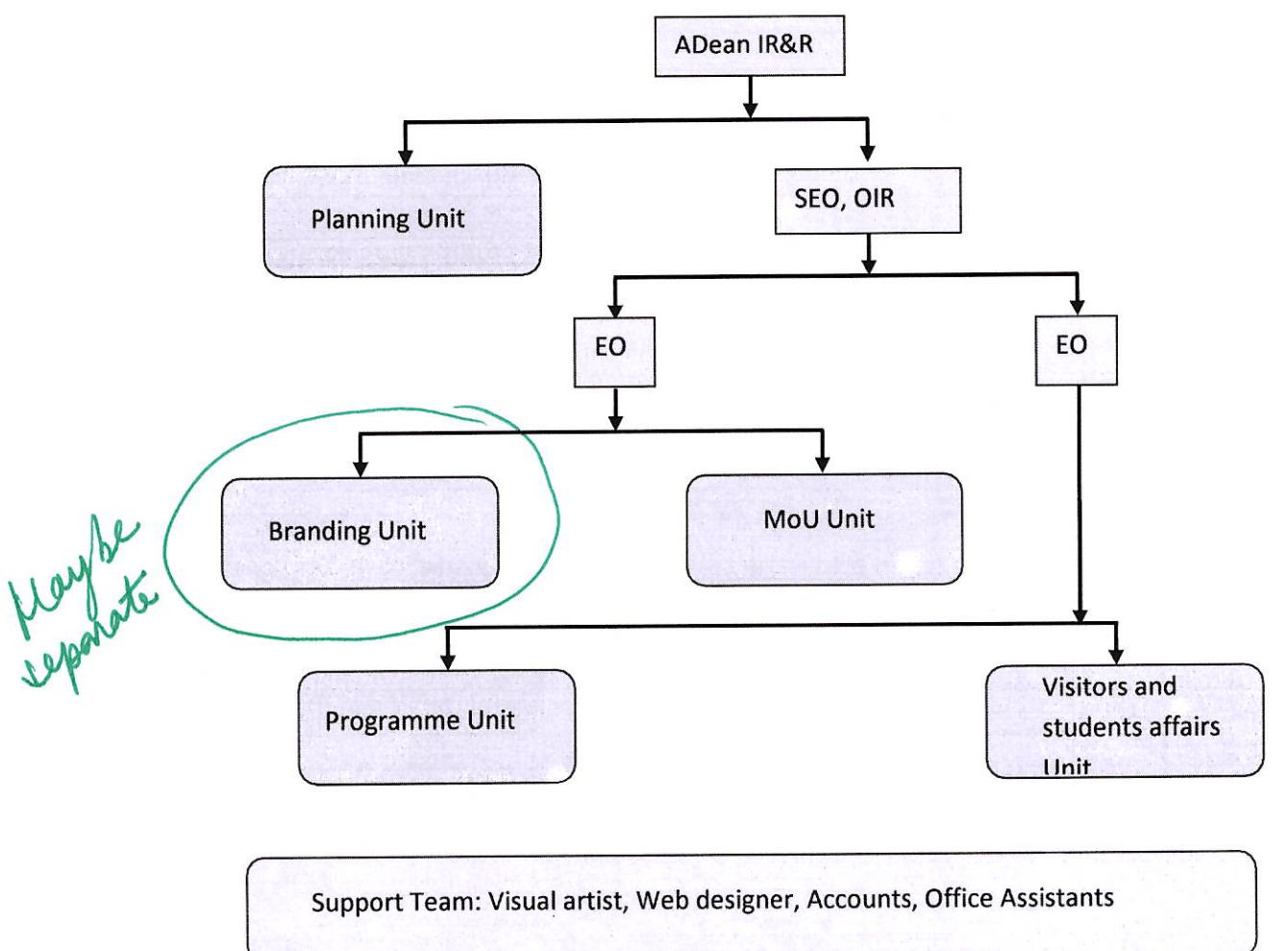


Figure 1: Proposed structure of OIR

Unit	Responsibilities
Planning Unit	Market survey and research, Forecasting, Strategic planning - 1 person

Branding Unit	Publication, Institute visits, International Fair, Symposium, IR Events – 3 persons
MoU Unit	International and Domestic MoU, Indo-X Programme, Consortium – 1 person
Programme Unit	JDP, DDP, Certificate Programme, Language Course – 2 persons
Visitors and Students Affairs	International students , researchers, visitors, International Faculty, Scholarships and grants, Cultural programme – 2 persons

Table 1: List of activities of OIR staff members

The salary of the additional human resources to be recruited to carry out the activities will be paid from the IoE Internationalization project. An amount of INR 1.00 CR. per year will be required to pay the salary of the staff members.

Considering the fact that the present infrastructure of the OIR is inadequate to accommodate the additional human resource it is proposed that the office space will be enlarged by availing a suitable place within the academic area. Such a place is already been allotted for Office of Outreach and Alumni Affairs, a part of which may be utilized as the office space for the OIR staff. INR 1.00 Cr. is kept for procurement of fixed assets for the new office.

2. Instituting new attractive scholarships for degree students

In order to attract good students at the PG and PhD level and to make their stay in campus enriching and comfortable, a number of scholarship schemes is proposed as listed below.

(a) Full scholarships for students at PG level

A scholarship of INR 28,000 per month will be given to international students enrolled in various programmes in PG level for a period of two (02) years to cover (i) tuition fees (ii) accommodation charges, INR 10,000 per month, in International Guest House and (iii) Food and other living expenses. Five (05) students, who will be selected based on their academic records, will be supported by this scheme.

(b) Full scholarships for students at PhD level

A scholarship of INR 50,000 per month will be given to international students enrolled in various programmes in PhD level for a period of five (05) years to cover (i) tuition fees (ii) accommodation charges, INR 10,000 per month, in International Guest House and (iii) Food and other living expenses. Four (04) students, who will be selected based on their academic records, will be supported by this scheme.

(c) Partial scholarships for students at PG level

A scholarship of INR 15,000 per month will be given to international students enrolled in various programmes in PG level for a period of two (02) years to cover (i) accommodation charges, INR 10,000 per month, in International Guest House and (iii) Food and other living expenses. Ten (10) students, who will be selected based on their academic records, will be supported by this scheme.

3. Funding/Grants for scholars and faculty

A number of funding schemes will be instituted for supporting visiting scholars and faculties as per the following plans:

- (a) **Support for short-term visits**: A financial support will be given to the visiting international (IITKGP) scholars/faculties for short term visits (up to 21 days) to IIT KGP (Abroad). A total amount of INR 25 lacs per year will be spent on this programme.
- (b) **Support in Semester Away Programme**: A consolidated stipend of \$1000 per month will be given for a maximum period of six (06) months to IIT KGP students during their stay at foreign institutes in Student Exchange Programme. Six (06) students will be given benefit of this programme every year. *How to select?*
- (c) **Support to JDP students during stay abroad**: Under this scheme the JDP students will be supported to cover the living expenses as per requirement during their stay in host institutions only after ensuring that all the other sources have been explored. Maximum five (05) students will be supported by this scheme.
- (d) **Support for foreign faculty**: An honorarium of up to \$4000 per month will be given to faculty members for a maximum period of six (06) months.

4. Institute visits

Regular visits of the foreign institutes have been considered to be one of the strategic plans in the IoE agreement to broaden collaboration with foreign universities.

In the present project two kinds of institute visits will be facilitated, namely,

- (1) visit by representatives of different departments to target institution for exploring the research possibility and
- (2) visit by high level team to engender institutional relationship.

A total amount of INR 2.0 Cr. will be spent per year under this head.

5. Symposium/Conference/Fair

- (a) In order to increase the visibility of IIT Kharagpur outside India, especially in Europe, America and Australia it is proposed that several symposia will be organized at suitable locations with the help of Alumni network. The main objective of such symposium is to connect the departments of IIT KGP to collaborators from abroad, who may be Institutions, Companies or Research Labs, by showcasing the activities done at IIT KGP.

Proposed budget: INR 1.5 Cr. (i.e., \$187.76k) per year

- (b) In order to reach out to student communities in different neighbouring countries it has been planned to take part in academic fairs organized by different agencies. An amount of INR 0.5 Cr. will be used for supporting travel cost, registration charges and other expenses.

6. Advertising/Publicity

Since advertising and marketing are indispensable for attracting good students and researchers from other countries this plan puts due emphasis on publications and branding. Publicity will be done through the following channels.

- (a) Publication of Brochures and Flyers for PG and JDP programmes. Printed copies will be sent to different embassies and alumni association for further dissemination.
- (b) Publication of half-yearly OIR magazine which will feature focused research areas. Soft and/or hard copies of the magazines will be sent to different universities across the globe and alumni.
- (c) Advertising certificate programmes through various platforms.

Proposed budget: INR 1.00 Cr. per year.

7. Cultural programme

In order to provide enriching experience while staying in campus it is planned that various cultural programmes will be held throughout the year. The following are specifically planned:

- (a) Organizing programmes of Indian classical arts (music, dance etc.) in collaboration with Academy of Classical and Folk Arts.
- (b) Organizing tours to historical and other tourist places
- (c) Organizing various cultural activities within campus

Proposed budget: INR 40 lacs per year.

8. Travel grant for attending international students competition

In order to help IIT Kgp students earn laurels in international competitions, which will help in branding the Institute, it is planned that the travel cost for participating in reputed international competitions will be supported as per existing norms.

Proposed budget: INR 20 lacs per year.

9. Foreign language course

In order to promote internationalization it has been planned that a number of foreign language courses will be offered to both domestic and international students. The languages that will be taught include Hindi, French, German, Japanese, Spanish, Bengali.

Proposed budget: INR 20 lacs per year.

IIT-Kharagpur - Projects under the Institutions of Eminence Scheme	
Sr. No.	Name of Projects
Capital Head	
1	Laboratory Developments etc.
i.	Purchased of Scientific and Laboratory Equipments
2	International Distinguished Faculty, STF and PDFs
3	World Class Laboratories & CoEs
i.	Construction of Centre's of Excellence
ii.	Procurement of Scientific and Laboratory Equipments including Computers
iii.	Furniture & Fixtures
4	New Research Challenge Programmes
i.	Development of Infrastructure & Procurement of Research Equipments
5	Modernization of Infrastructure on Kharagpur Campus
i.	Construction of Laboratory Tower
ii.	Construction of Academic Tower
iii.	Construction of Centralized Food Court & VSRC & MGRC
iv.	Construction of Annex Building for MMI Department
v.	Construction of 30 Nos. of C Type Quarters
vi.	Construction of 30 Nos of B Type Quarters
vii.	Construction of International Students' Hostel (200 capacity)
viii.	CEP Guest House (100 Rooms + Class Rooms + Conference Room)
ix.	Construction of New Building of VGSOM
x.	Expansion of Mechanical Engg. Dep
xi.	Campus Road Surfacing , New Road Construction and Storm water Drain
xii.	New Projects to be undertaken during 5 years
6	Niche Academic & Research Programme Initiation
7	Outreach Infrastructure and Programmes
i.	Development of Infrastructure -procurement of Equipments etc
8	Internationalisation
i.	Development of Infrastructure/ equipments
9	Best in-class Collaboration
i.	Infrastructure Development
10	Knowledge Dissemination, Branding, Stakeholders
i.	Equipments & others Capital Assets
11	Governance and Academic Re-Organisation, Peer Review, Monitoring, eGovernance
i.	Infrastructure & other Developments
Revenue Head	
1	Regular Expenses in terms of Salaries, Pension, Fellowships, Academic, Programmes, Laboratory Developments etc.
i.	Departmental Operating Expenses
ii.	Regular Expenses in terms of Salaries, Pension, Fellowships, Academic, Programmes
2	International Distinguished Faculty, STF and PDFs
3	World Class Laboratories & CoEs
i.	Research and Development Expenses
ii.	Laboratories Running & Maintenance expenses (including Computer)
iii.	Operating and Maintenance Expenses of CoEs

4	New Research Challenge Programmes
i.	Salary, wages & stipends
ii.	Allowable travel expenses as per research related travel policy
iii.	Materials and Maintenance Expenses etc
5	Modernization of Infrastructure on Kharagpur Campus
i.	Repairs and Maintenance of Old Infrastructure (including Civil, Electricals, Water Works, Sanitation etc)
ii.	Repairs and Maintenance of Equipments, Networking, Computers etc
iii.	Repairs & Maintenance of Furniture and Fixture
iv.	Others Maintenance Work etc
6	Niche Academic & Research Programme Initiation
i.	Salary, Wages and Stipends
ii.	Travel, Contingencies & Administrative Expenses
iii.	Other Research Programme Development expenses
7	Outreach Infrastructure and Programmes
i.	Expenses for Programme Service for In house Training Programme and outward training programme for developments of Faculties, Officers and Staff (including foreign training Programme)
ii.	Expenses for Programme Service for Educational Programme
iii.	Supporting Service including Management and General
8	Internationalisation
i.	Information and transactions cost (includes cost of collecting and processing of information, Monitoring Cost and Bargaining Cost)
ii.	Bonding Cost (i.e. Expenses on activities that Promote commitment of relationships)
iii.	Others associated cost (includes opportunity costs of not being able to respond effectively to changes in the environment that arises due to communication and co-ordination failure between contracting parties)
9	Best in-class Collaboration
i.	Development and Learning Cost
ii.	Travel and Contingencies
10	Knowledge Dissemination, Branding, Stakeholders
i.	Cost of hiring personnel and Human Resource Cost
ii.	Travel & Contingencies
iii.	Other Administrative and Promoting Cost etc
11	Governance and Academic ReOrganisation, Peer Review, Monitoring, eGovernance
i.	Cost of hiring personnel and Human Resource Cost
ii.	Cost of Review and Monitoring
iii.	Other Administrative Cost (i.e. Maintenance Cost, travel, Contingencies etc)