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INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Planning & Development Division

Minutes of the Fifteenth Meeting of the Academic Programme Committee
held on 17.05.2002 at 11.00 AM in Block No. 8, Board Room, IGNOU

The Fifteenth meeting of the Academic Programme Committee (APC) was held on 17.5.2002. The following members were present:

1.	Prof. H.P.Dikshit, Vice Chancellor,	Chairman
2.	Prof. A.K.Agarwal, SOHS	Member
3.	Prof. S. C. Garg, Director, SOS,	Member
4.	Dr. P.K. Mehta, Director, SRE&D	Member
5.	Prof. P.R. Ramanujam, Director, STRIDE	Member
6.	Dr. R. N. Salhan, Consultant, Pediatrics, DGHS	Member
7.	Prof. Ram Pratap, Director, PD&D	Member-Secretary

Shri. D.C. Pant, Advisor attended the meeting as a Special Invitee.

Dr. (Mrs.) Anju Sehgal Gupta, Reader, SOH could not attend the meeting due to vacation.

The following faculty members also attended the meeting as special invitees for participating in the discussion on the programmes with details provided in the respective forms:

- (i) Ms. Poonam Bhushan
- (ii) Dr. Vibha Joshi
- (iii) Dr. G.Pradhan

The member-secretary welcomed the Chairman and members of the Committee. The agenda items were taken ad seriatim. During the deliberations, a few policy decisions, as indicated below, were taken and it was desired by the Chairman that these should be put in practice by the concerned School(s)/ Division(s).

APC 1

5.0 General Policy Decisions

APC 15.0 (a): Fee of the proposed programmes: The Committee felt that a realistic fee structure based on well-defined parameters was essential for the viability and sustainability of any programme. It was also realised that we need to develop such parameters. Thus it was resolved that a sub-committee comprising Prof. A.K.Agarwal, Prof. P.R. Ramanujam, Prof. Ram Pratap and Prof. Suresh Garg, should develop a formula for arriving at a fee structure for any programme. Preliminary fee structure for the programme may be given in Phase II form but a more realistic fee shall have to be given in the Phase IV form.

APC 15.0 (b): It was observed that a few programmes have been approved by the concerned School Boards long time ago but have not been processed further by the Schools till date. The Committee felt that the Schools should forward the Phase II forms of the programme at the earliest but not exceeding a period of one year from its approval by the respective School Board, as henceforth only these proposals would be entertained by the Academic Programme Committee. The Schools may please review the proposals delayed by more than a year through the respective School Boards before forwarding them for the consideration of the APC.

APC 15.0(c) It was observed that quite a few programmes are delayed due to subsequent shifts in the priorities of the School. The School may therefore set priorities and prepare a Perspective Plan to be approved by the School Board for all the programmes in hand and the newly proposed programmes. The same could be deliberated upon in the APC and may be recommended for consideration of the Planning Board. The School may then select the programmes from the approved Perspective Plan in phases and also give the time frame and firm commitment of the faculty for the development of the newly proposed programmes.

APC 15.1 Confirmation of the minutes of the Fourteenth Meeting held on 28.02.2002.

APC 15.1.1(b) (Refers to APC item No. 13.5): Certificate in Library Automation and Network. It was observed that intensive practical training is an important part of the programme which deserves due emphasis. It was also observed that the projection for expenditure involved in programme delivery have not been arrived at by following any precise methodology. In view of the above two factors, and future cost escalation, the following decisions were taken:

1. A realistic fee for the programme should be submitted at the Phase IV stage of the programme giving details of the methodology adopted.
2. The complexion and complexity of ICT based programme generally changes very fast and it may be desirable that the programme should be completed at a very fast pace, in no case this period should exceed two years.

The Phase II form "Programme Concept Form" of the programme was approved by the Committee with the above observations and expectation that a firm schedule of operation will accompany the proposal.

APC 15.1.1(c) (Refers to APC 14.1.1): PG Diploma in Animal Husbandry Management and Veterinary Services Management: The committee felt that the proposal should be followed up and special efforts should be made on priority to achieve further progress in the matter which has been pending for some time. It was decided that it would be handled directly by the Planning and Development Division. The Director, Planning & Development Division, may pursue the matter and a meeting may be fixed with the officials of the VCI for processing of the proposal further.

APC 15.1.1(d)(Refers to APC Item No. 14.3): Bachelor in Hotel Management (BHM). The members observed that the terms and conditions in reference to charging of fee from the students (Para vii page 2) are not explicit. It specifies that "IGNOU will charge a per annum fee from the students (to begin with the IGNOU will charge Rupees 2400/ annum and further it will be decided from time to time by the Joint Coordination Committee - JCC) and the NCHMT will charge as per their regulation from the students admitted to their institutes". The committee recommended that the text of the MOU may be read as: "IGNOU will charge a per annum fee from the students (to *begin with, it will be Rupees 2400/ per annum and it would be enhanced from time to time as recommended by the JCC*) and the NCHMT will charge as per their regulation from the students admitted to their institutes".

APC 15.1.2 The minutes of the 14th meeting held on 28.2.02 were approved as no Comments were received from any member.

APC 15.2 Phase II form 'Post Graduate Diploma in Educational Management and Administration.

APC 15.2.1 The coordinator of the programme made a brief presentation about the programme. The committee observed that: (a) Phase I of the programme was approved in the 14th meeting of the School Board of SOE held on 29.5.1998 and (b) The Phase II of the programme has been submitted to APC after a long time since its approval from the School Board. The Programme coordinator informed that this delay was due to shift in priority of the School, and added that the courses developed under the proposed PG Diploma in Educational Management and Administration programme would be part of the MES (Masters in Educational Studies) programme, which was approved in the Sixth meeting of APC, held on 12.10.2000.

APC 15.2.2 The proposal was deferred for the next APC meeting with the following observations:

The School was advised to revise the proposal and update it, if necessary. The School may also identify priorities and time bound action plan which could be considered subsequently by the APC.

APC 15.3 Phase II "Programme concept form' of the Certificate Programme for the Professional Development of Adult Education Functionaries.

APC 15.3.1. The coordinator of the programme made a brief presentation about the programme. The committee observed that: (a) Phase I of the programme was approved in the 14th meeting of the School Board of SOE held on 29.5.1998 and (b) The Phase II of the programme has been submitted to APC after a long time since its approval from the School Board. The issues related to (a) funding for the programme from other sources and (b) the expected enrolment were discussed.

APC 15.3.2 The proposal was deferred for the next APC with the following observations:

The decision taken under 15.2.2 is also applicable to this item. Besides this, it was also suggested that School should take initiative in submitting a proposal for funding from MHRD under the *Sarva Shiksha Abhiyan* Scheme.

APC 15.4 Assigning of programme code for an Undergraduate programme in 'Social Work "Bachelor programme in social work'

APC 15.4.1 The committee approved the code BSW (Bachelor programme in social work)' instead of BA (social work) for the programme.

APC 15.5 Phase 2 "Programme Concept Form" for the MA (Economics)

APC 15.5.1 The programme coordinator made a brief presentation about the programme. The issues relating to i) whether the programme structure has been tailored to meet the requirements of non-collegiate group of students or it would be competing with the conventional system by including the mathematical concepts/ derivations and current economical theories, ii) the

realistic assessment of the expected enrolment, iii) time frame for the development of the programme and iv) commitment of the School for the development of the programme were discussed.

- APC 15.5.2 The APC suggested that the present strength of students offering Economics in BA may be kept in view to make a realistic 'projection' about the projection of number of students who would be interested in offering the programme. It was also felt that the programme should be generally based on the lines of UGC model curriculum for universal acceptability. Specialisation could be introduced subsequently if the number of students is large. It was also suggested that translation first in Hindi, and then in other languages could be considered for greater enrolment of students in the programme. An action plan of operation with firm commitment should be presented for consideration in the next APC meeting.
- APC 15.5.3 **The proposal was deferred and the Committee felt that it needs a review in the light of the observations made by the members during the deliberations. The Coordinator may re-submit the Phase II of the programme to the APC along with the time frame for the development of the programme and the commitment/ priority of the School towards the programme. A schedule indicating the load on the faculty members may also be indicated.**
- APC 15.6 **Phase 2 'Programme Concept Form' of the Post-graduate Diploma in Audio Programmes Production.**
- APC 15.6.1 The Phase I of the programme was approved by the Academic Advisory Committee (AAC) of the EMPC on 26.11.1996 and the programme has been submitted to the APC after five and a half years.
- APC15.6.2 **The Committee deferred the programme for the next APC meeting and the decision taken under 15.2.2 is also applicable to this item.**

The meeting ended with a vote of thanks to the chair.


(Member -Secretary)

5.06.2002