

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Planning & Development Division

**MINUTES OF THE TWENTY-FIRST MEETING OF THE ACADEMIC
PROGRAMME COMMITTEE HELD ON 5.12.2003 AT 12 NOON IN THE
BOARD ROOM, BLOCK NO. 8, IGNOU CAMPUS, MAIDAN GARHI,
NEW DELHI-110068.**

The 21st meeting of the Academic Programme Committee (APC) was held on 5.12.2003. The following members were present:

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| 1. | Prof. H.P. Dikshit, Vice-chancellor | Chairman |
| 2. | Prof. S.C. Garg, Pro Vice-Chancellor | Member |
| 3. | Prof. S. Neelamegham, Director, CMS | Member |
| 4. | Prof. B.S. Saraswat, Director, AC | Member |
| 5. | Prof. S.V.S. Chaudhary, Director, SOE | Member |
| 6. | Prof. B.B. Khanna, Director, SOMS | Member |
| 7. | Dr. P.K. Mehta, Director, SR&E | Member |
| 8. | Prof. Beena Shah, Director, P&DD | Member-Secretary |

Prof. Madhulika Kaushik, Director (EMPC) could not attend the meeting due to her pre-occupation. Mr. Sunil Kumar was present to assist the Committee.

The Chairman welcomed all the members and then requested Prof. S.C. Garg, PVC, to present the items of the agenda.

21.1 : Confirmation of the Minutes of the 20th Meeting held on 10.09.2003 and the action taken thereof.

- 21.1.1 Prof. S.C. Garg, PVC, informed that minutes of the 20th meeting of APC held on 10.09.2003 were circulated to the members and no comments were received. He then proposed that the minutes may be approved.
- 21.1.2 The Committee **confirmed** the Minutes of 20th Academic Programme Committee as such.
- 21.1.3 The action taken reports received from different Schools were noted. The members expressed their satisfaction with the progress of the work. However, it was suggested that the Schools should be informed to meet the target dates.

- 21.2 :** Phase **IV** "Programme Launch Approval Form" of the Programme "**M.Sc.** Hospitality Administration (Pilot Project)".
- 21.2.1 Prof. S.C. Garg, PVC, apprised members of the progress of the collaborative arrangement envisaged for the programme. It was informed that the programme has been launched **w.e.f.** 20.10.2003 in collaboration with NCHMCT (Ministry of Tourism, **Govt.** of India) on a pilot basis in anticipation of approval of APC.
- 21.2.2 The post-facto approval was accorded to the **Phase-IV** Form of the Programme by the Committee.
- 21.3 :** Phase **IV** "Programme Launch Approval Form" of the Programme "P.G. Diploma in Radio Prasaran"
- 21.3.1 Prof. S.C. Garg, PVC, informed the committee that mandatory requirement of availability of at least 50% course materials before considering Phase **IV** has been met. If approved, the Programme would be launched from January 2004, in collaboration with AIR (Prasar **Bharti**).
- 21.3.2 The Committee approved the programme launch **w.e.f.** January 2004.
- 21.4 :** Phase **IV** "Programme Launch Approval Form" of the Programme "Bachelor in Social Work"
- 21.4.1 Prof. S.C. Garg, PVC, informed members that Bachelor in Social Work (BSW) Programme is being launched by SOCE under the BDP Programme. The materials have been developed and Joint Advisory Council (JAC) of **IGNOU** and APC has desired that the programme be launched from July 2004.
- 21.4.2 The members were satisfied with the progress of the work and accorded the approval to launch the programme from July 2004.
- 21.5 :** Phase **IV** "Programme Launch Approval Form" of the Programme "M.A. (Political Science Studies)"
- 21.5.1 Prof. **S.C.** Garg, PVC, informed that all the courses for first year have been printed and about 80% units of second year have been received from course writers. Therefore, he proposed that permission to launch the programme from July 2004 may be granted.

- 21.5.2 The members appreciated the work done by the Programme Coordinator to launch the programme as promised at Phase II stage and approved the launching date of the programme from July 2004.
- 21.6 :** Phase II "Programme Concept Form" of the Programme "P.G. Diploma in Participatory Management of Displacement, Resettlement and Rehabilitation"
- 21.6.1 Dr. Madhu **Bala**, Programme Coordinator, made a brief presentation about the need and viability of the programme. It was informed that the programme is modular; one module comprises the materials of Certificate Programme worth 16 credits and second module of 16 credits will be developed, if approved. The development and delivery of the Programme is being funded by the World Bank. The Programme would be delivered through on-line mode.
- 21.6.2 The members suggested that the instructional material may also be made available on Compact Disk (CD) and ways to use ICT in the delivery need consideration of the Programme Coordinators. The evaluation mechanism of the programme may be re-looked to enhance the quality of the programme. The Committee also desired that programme coordinators should do an exercise on costing of the programme in consultation with the **P&DD**
- 21.6.3 The Committee approved the Programme in principle and advised the Programme Coordinator to incorporate the suggestions made **by APC and** submit the same for consideration of the committee.
- 21.7 :** Phase II "Programme Concept Form" of the Programme "Master's in Mathematics with Applications"
- 21.7.1 Prof. S.C. Garg, PVC, informed the members that the programme was considered in the eighteenth Meeting of the APC and the Committee had asked the Programme Coordinators to resubmit the proposal in view of the following observations:
- "(i) programme should have greater practical component and the fee should be determined accordingly. (ii) a PG Diploma with emphasis on computer application be developed initially, and (iii) possibilities for meeting the cost of textbooks be explored. "

Dr. Poornima Mittal and Dr. Atul Razdan, Programme Coordinators responded by presenting the progress made since then. They informed that the programme has been re-structured and made modular. The School has identified ten Work Centres for delivery of the programme and the textbooks which will be used as learning material have also been identified.

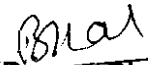
- 21.7.2 The Committee suggested that the nomenclature of the programme should be "M.Sc. (Mathematics and Computer Science)". To meet the cost of the textbooks prescribed for the programme, the Programme Coordinators may contact Coordinators of programme delivery centres to procure such books through the NBHM grants. Moreover, the School discipline programme team should develop study guides for each course around every prescribed text to facilitate learning. This could include even planner and tips for effective learning.
- 21.7.3 The Programme was approved in principle. The Committee also advised the programme Coordinators to undertake costing exercise in consultation with P&DD.
- 21.8 : **Approval of modified Forms meant for approval of new academic programme (Phase I, II, III and IV) and modification of existing Programme (Phase Zero)**
- 21.8.1 Prof. S.C. Garg, PVC, informed that the Phase Forms have been reviewed by the TG (P&DD). These were sent to all Schools and academic divisions for comments. However, only School of Continuing Education has sent their observations. He, therefore, proposed that the Director. P&DD should contact Directors of School and academic as well as service divisions (RSD, MPDD, SR&ED and EMPC) and resubmit the item.
- 21.8.2 The proposal was accepted.

The following proposals were placed as Table Items with the kind permission of the Chairman:

- 21.9 : Phase II "Programme **Concept Form**" of the Programmes
(a) "Diploma **in Civil Engineering** (Army **Personnel**) and
(b) Diploma in Electrical and Mechanical Engineering (Army Personnel)"
- 21.9.1 Dr. Manoj Kulshrestha, Programmes Coordinator, made a brief presentation about the programmes. He informed that the proposal is to develop customised Programme under the collaboration of IGNOU and Construction Industry Development Council (CIDC) on project basis. The instructional material for the programmes would be developed by IGNOU and delivery would be the responsibility of CIDC. Initially, the programmes would be launched only for Army Personnel. Later, the programmes would be updated for offer to general learners.
- 21.9.2 The Committee **observed** that the structure of the programme should conform to university format. The Committee advised the programme coordinator to work out details in consultation with Prof. S.C. Garg, PVC.
- 21.9.3 The Phase II Form of the Programmes (a) "Diploma in Civil Engineering (Army Personnel) was approved in principle as "Diploma in Civil Engineering". The Committee asked the PVC to ensure uniformity and provide built-in flexibility so that the "Diploma in Electrical and Mechanical Engineering (Army Personnel)" programme could be seamlessly extended for offer to general learners as "Diploma in Electrical Engineering" and Diploma in Mechanical Engineering".

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

Issued after approval by the Vice-Chancellor.


(Beena Shah)
Director (P&DD)